TOWNSHIP OF SOUTH FRONTENAC
COUNCIL MEETING
AGENDA

MEETING #9

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

TIME: 7:00 PM,
DATE: Tuesday, February 1, 2022
PLACE: Electronic Participation/Council Chambers.

1. *Call to Order and Roll Call*

a) **Resolution**

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

3. *Approval of Agenda*

a) **Resolution**

4. *Scheduled Closed Session - not applicable*

5. *Delegations - none*

6. *Public Meeting*

a) **Resolution and Public Meeting Statement** 4 - 41

b) **Zoning By-law Amendment Application Z-21-25 - 3607 State Coach Road (Adams)** 42 - 49

c) **Zoning By-law Amendment Application Z-21-27 - 3579 Quinn Road East (Cumming)** 50 - 57

d) **Zoning By-law Amendment Application Z-21-29 - Concession 8 , Part of Lot 3 (Orser)** 58 - 64

e) **Zoning By-law Amendment Application Z-21-30 - 4360 Sydenham Mill St (Hippolyte& Gianotti)** 65 - 71

f) **Close Public Meeting - Resolution**

7. *Approval of Minutes - none*

8. *Business Arising from the Minutes*

9. *Reports Requiring Action*

a) **Rogers Telecommunications Tower Proposal Project C8552- Opinicon Rd & Maple Leaf Rd** 72 - 92

- Rogers Communication is proposing a new 91.5m guyed telecommunications tower near Opinicon Road & Maple Leaf Road, on a property known as Part Lots 20 to 22, Concession 10, Loughborough District. Rogers is requesting the Township pass a resolution concurring with the proposal to locate the telecommunications tower on this property and send a letter to Innovation, Science and Economic Development Canada (formerly Industry Canada) indicating whether the Township concurs with this proposal.

b) **Rogers Telecommunications Tower Proposal Project C8689 - Dewitt Road & Timmerman's Island** 93 - 118

- Rogers Communication is proposing a new 91.m guyed telecommunications tower near Dewitt Road & Timmerman's Island, on Part Lot 25, Concession 6, Bedford District. Rogers is requesting the Township pass a resolution concurring with the proposal to locate the telecommunications tower on this property and send a letter to Innovation, Science and Economic Development Canada (formerly Industry Canada) indicating whether the Township concurs with this proposal.

c) **Rogers Telecommunications Tower Proposal Project C8691 - Devil Lake Rd at Little Wolfe Lake** 119 - 140

- Rogers Communication is proposing a new 91.5m guyed telecommunications tower near Westport Road and White Lake, on a property known as 1352 Devil Lake Road, Bedford District. Rogers is requesting the Township pass a resolution concurring with the proposal to locate the telecommunications tower on this property and send a letter to Innovation, Science and Economic Development Canada (formerly Industry Canada) indicating whether the Township supports this proposal.

d) **Rogers Telecommunications Tower Proposal Project C8721 - S Frontenac Road 8 (Westport Rd) & White Lake Rd** 141 - 162

- Rogers Communication is proposing a new 91.m guyed telecommunications tower near Westport Road and White Lake, on a property known as 1985 A/B Westport Road, Bedford District. Rogers is requesting the Township pass a resolution concurring with the proposal to locate the telecommunications tower on this property and send a letter to Innovation, Science and Economic Development Canada (formerly Industry Canada) indicating whether the Township supports this proposal.

e) **Select CAO Recruitment Firm** 163 - 164

- This report recommends awarding a contract for the recruitment of a new Chief Administrative Officer (CAO) for the Township.

10. *Committee Meeting Minutes - none*

11. *By-laws*

a) **By-law 2022-11 - Appoint Council members to Committee of Adjustment** 165 - 168

12. *Reports for Information*

a) **4th Quarter 2021- Building Services Report** 169 - 174

- This report summarizes the delivery of Building Services within the Development Services Department between October 1st, 2021, and December 31st, 2021 (4th Quarter, 2021) as well as a year-end summary for 2021.

In 2021 (Q1 – Q4), Building Services dealt with 1168 files. These include South Frontenac building applications, Part 8 applications, pool applications and investigation files, as well as applications related to the delivery of Part 8 services across the other three (3) Frontenac Townships.

b) **4th Quarter 2021 - Planning Services Report** 175 - 181

- This report documents the delivery of Planning Services within the Development Services Department between October 1, 2021 and December 31, 2021 (4rd Quarter, 2021) and summarizes trends in planning services delivered in 2021.

13. *Information Items*

a) **Cataraqui Conservation Municipal Levies - South Frontenac Apportionment 2022** 182

14. *Notice of Motions*

15. *Announcements/Statements by Councillors*

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

17. *Closed Session (if requested)*

18. *Confirmatory By-law*

a) **By-law 2022-12** 183

19. *Adjournment*

a) **Resolution**

Natural, Vibrant and Growing - A Progressive Rural Leader

SOUTH FRONTENAC

Public Meeting

under the Planning Act

Applications for Zoning By-law Amendment Z-21-25, Z-21-27, Z-21-29 and Z-21-30

Tuesday, February 1, 2022

7:00 p.m. Virtual Council Meeting

Public Meeting Statement

- The purpose of this public meeting is to hear comments on Zoning By-Law Amendment Applications Z-21-25, Z-21-27, Z-21-29 and Z-21-30.
- If a person or public body does not make oral or written submissions at this public meeting, or make written submissions to South Frontenac Township before any by-law is passed, the person or public body may not be added to the hearing of an appeal before the Ontario Land 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 an Ontario Land Tribunal appeal.
- Anyone may appeal the decision to the Ontario Land Tribunal. The appeal must be filed with the Clerk within 20 days of the notice of decision. The notice of appeal must set out the reasons for the appeal and be accompanied by the fee required by the Tribunal.

Agenda

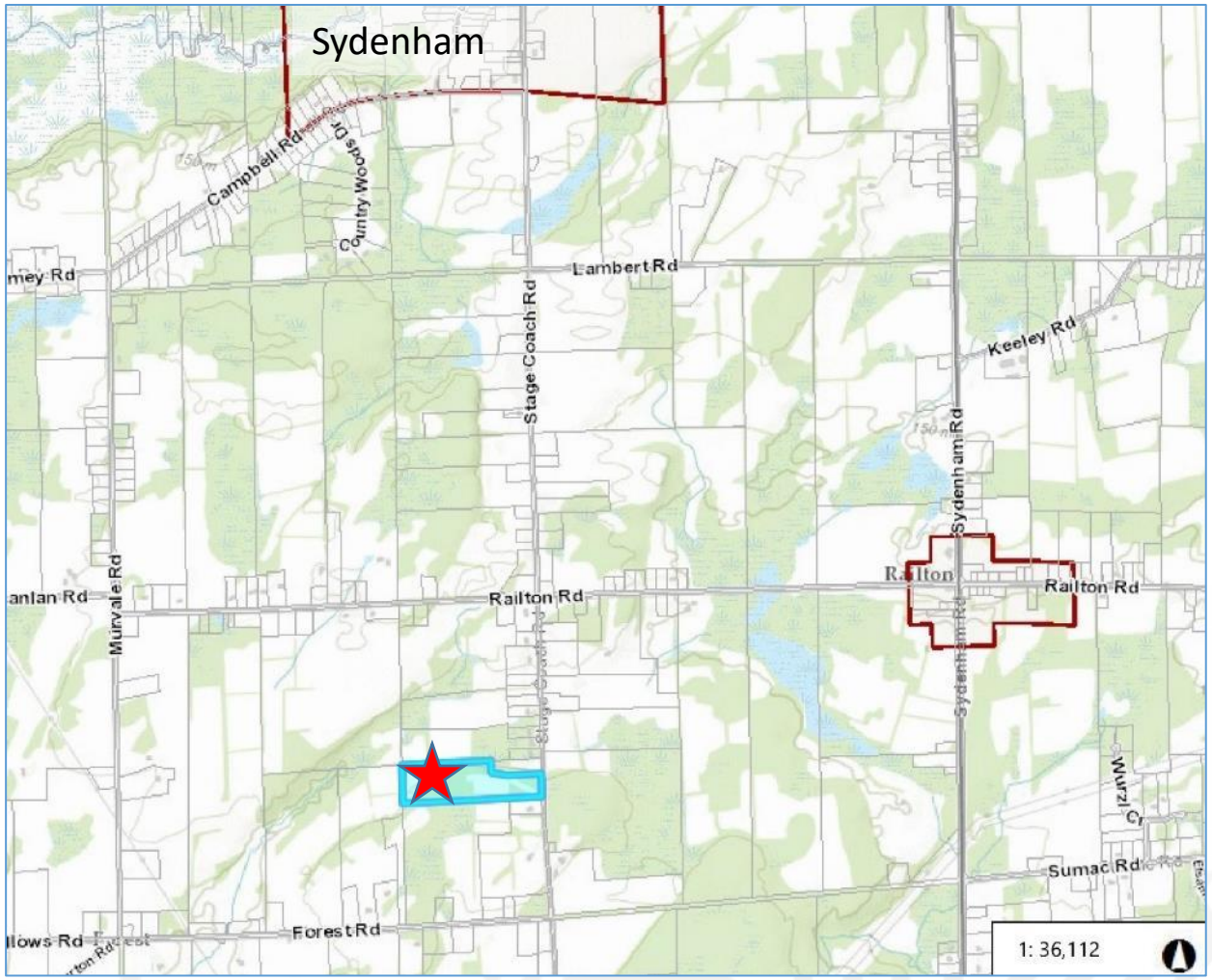
- Planner reviews proposal and delivers report
- Questions from Council
- Comments from Applicant/Owner, Agent and the Public
- Comments/Questions from Council
- Close Public Meeting

Z-21-25

Applicant: Eldon and Lorraine Adams

Property: 3607 Stage Coach Road

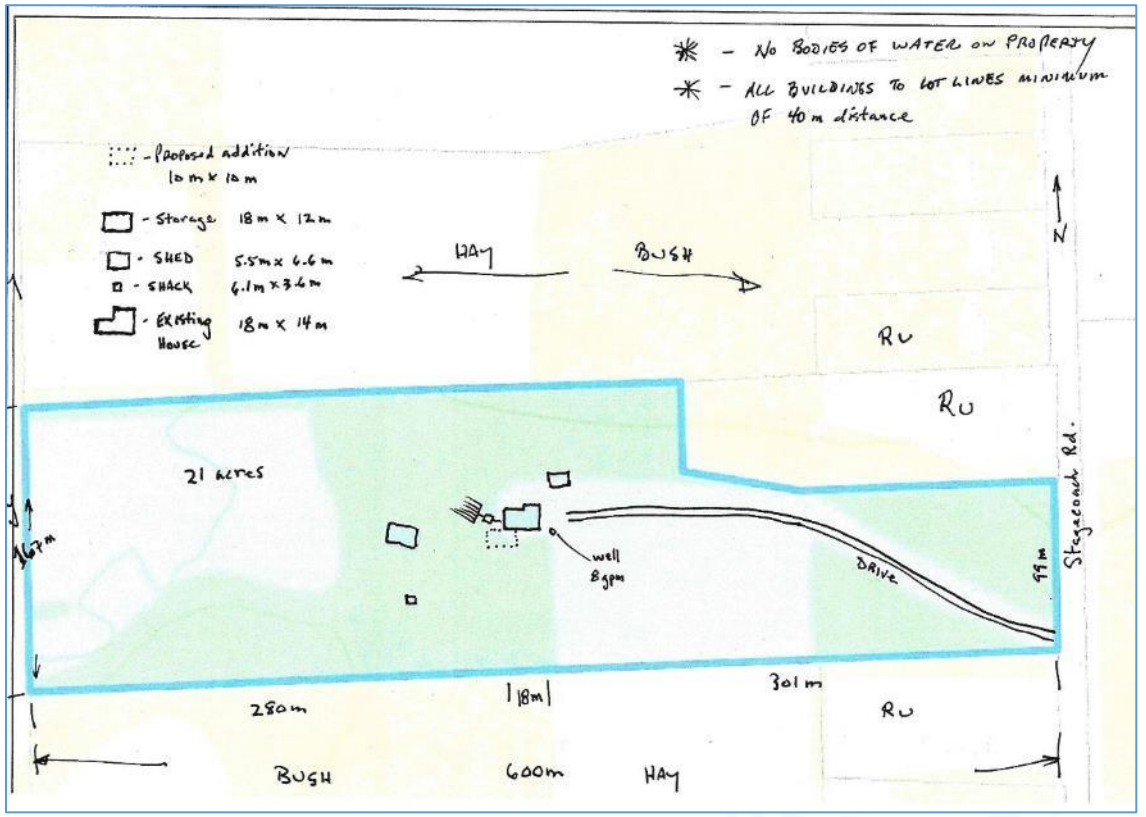
Location


Sydenham
Campbell Rd
Country Woods Dr
Lambert Rd
Stage Coach Rd
Keeley Rd
Sydenham Rd
Railton
Railton Rd
Railton Rd
Murvale Rd
Wurzl Cr
Sumac Rd
Forest Rd
1: 36,112

Location

Proposal

- Existing Zone – RU
- Proposed Zone – RU-XX
- Permit a secondary dwelling unit
- 100 square metre addition to dwelling



Front of Dwelling

Proposed Location of Addition

Department and Public Comments

- Building Services confirmed the sewage system will need to be upgraded or a new system constructed to accommodate a secondary dwelling unit.
- Public comments – none received to date

Policy Framework

Provincial Policy Statement

Frontenac County Official Plan

Township of South Frontenac Official Plan

- Accommodate an appropriate range and mix of housing
- Water and sewage servicing

Next Steps

- South Frontenac Council should receive comments from the public
- A report with a recommendation will be brought to a future Council meeting

Questions and Comments

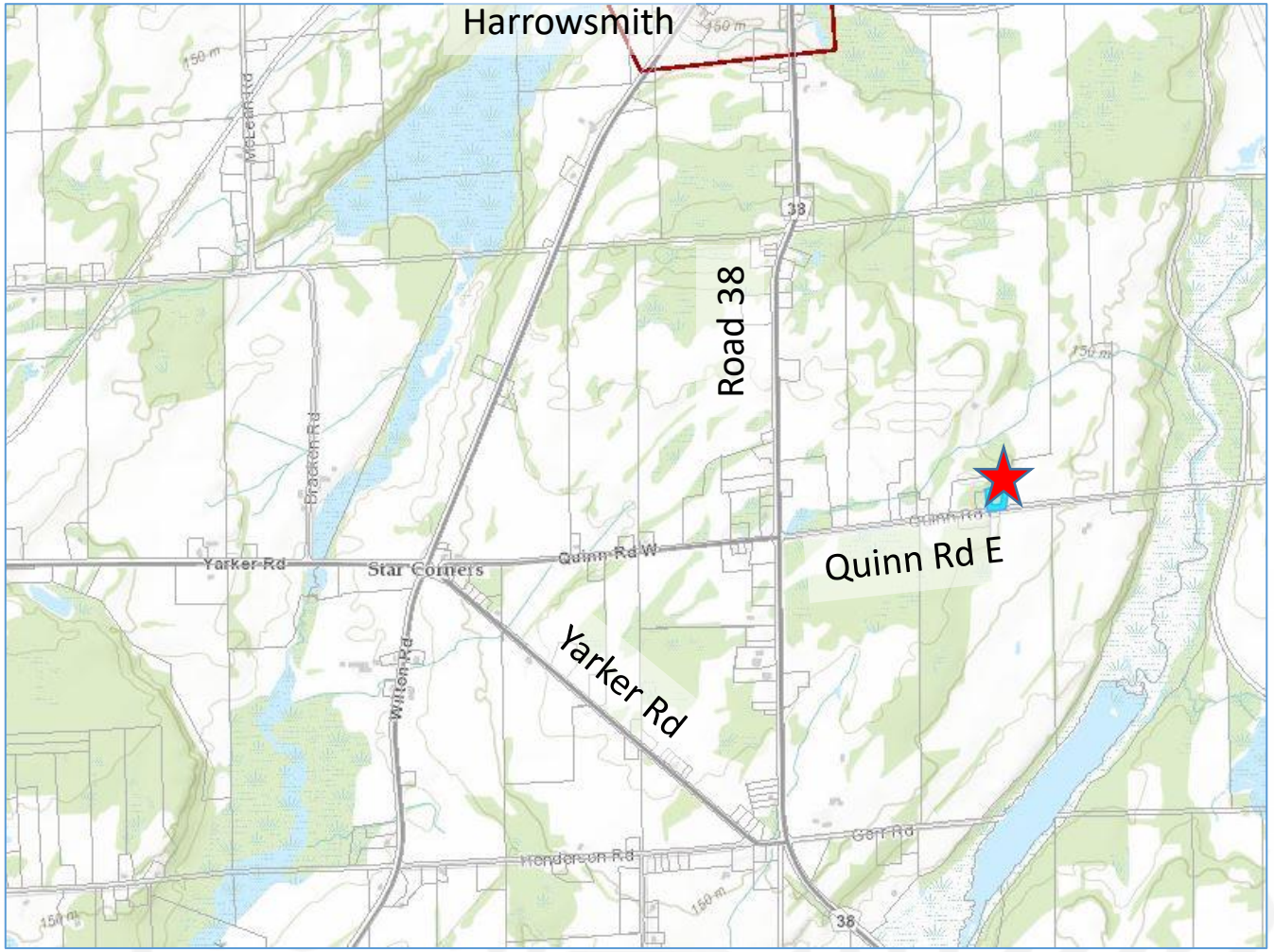
- Questions from Council
- Comments from Applicant, Agent and the Public
- Comments/Questions from Council

Z-21-27

Applicant: Alasdair and Jennifer Cumming

Property: 3579 Quinn Road East

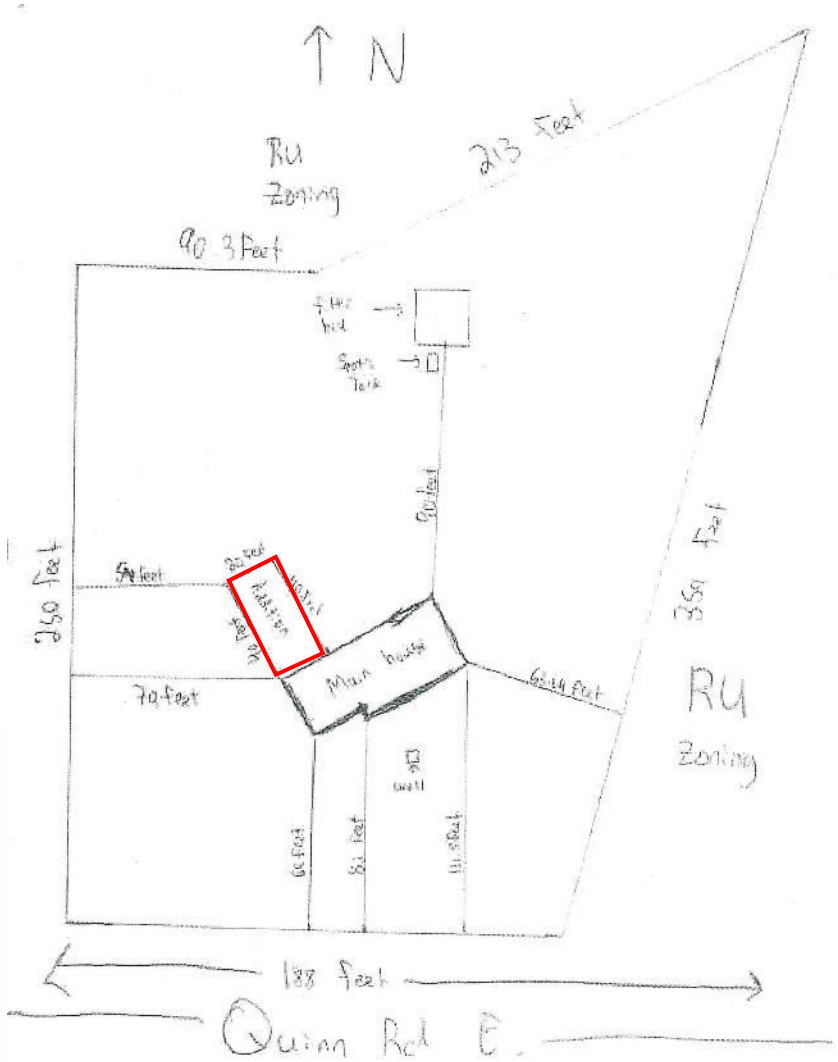
Location


Harrowsmith
Road 38
Quinn Rd E
Quinn Rd W
Yarker Rd
Star Corners
Yarker Rd
Braeloch Rd
Wilton Rd
Henderson Rd
Gore Rd
38
150 m

Location

Proposal

- Existing Zone – RU
- Proposed Zone – RU-XX
- Permit a secondary dwelling unit
- 75 square metre addition to dwelling



Front of Dwelling

Proposed Location of Addition to Left of Garage

Department and Public Comments

- Building Services confirmed the sewage system will need to be upgraded or a new system constructed to accommodate a secondary dwelling unit.
- Public comments – none received to date

Policy Framework

Provincial Policy Statement

Frontenac County Official Plan

Township of South Frontenac Official Plan

- Accommodate an appropriate range and mix of housing
- Water and sewage servicing

Next Steps

- South Frontenac Council should receive comments from the public
- A report with a recommendation will be brought to a future Council meeting

Questions and Comments

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

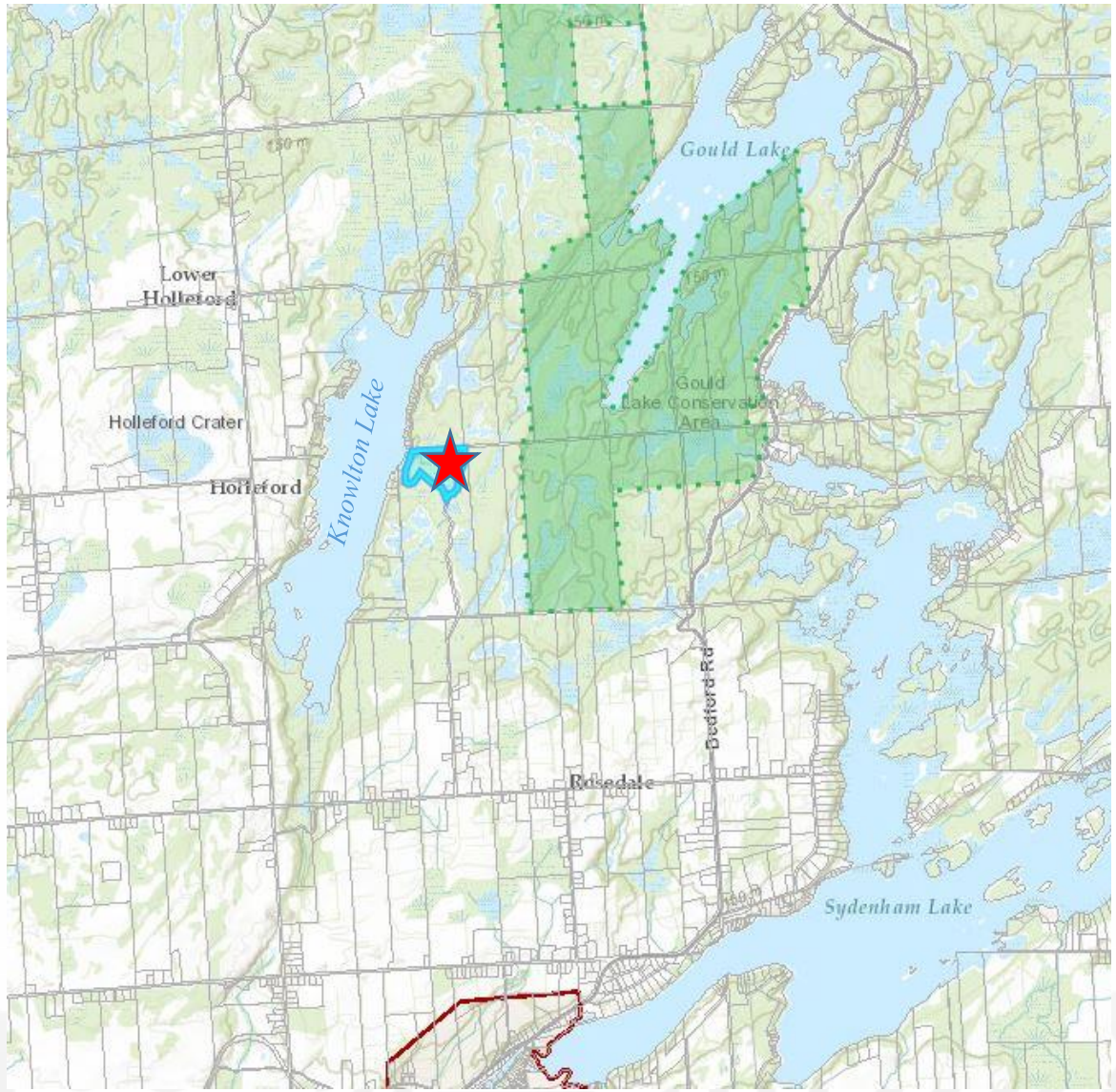
Z-21-29

Applicant: Estate of Everett Orser

Agent: Keith Orser

Property: Everett Lane, Part of Lot 3, Concession 8, Loughborough District

Location


Gould Lake
Lower Holleford
Holleford Crater
Holleford
Knowlton Lake
Gould Lake Conservation Area
Bedford Rd
Rosedale
Sydenham Lake

Proposal

- Existing Zone – RU
- Proposed Zone – RLS
- Permit a single detached dwelling

Driveway off Everett Lane

Escarpment on West End of Property

Department and Public Comments

- Building Services and Public Services – application did not meet criteria for circulation
- Several questions raised, but no public comments received to date
  - Consideration environmental impact and at-capacity lake trout lake status
  - Type of development permitted
  - Potential for land division

Policy Framework

Provincial Policy Statement

Frontenac County Official Plan

Township of South Frontenac Official Plan

→ Resource-based recreational uses sensitive to surroundings (e.g. nearby uses, natural features, lake status)

→ Limited service residential development on private lanes

Next Steps

- South Frontenac Council should receive comments from the public
- A report with a recommendation will be brought to a future Council meeting

Questions and Comments

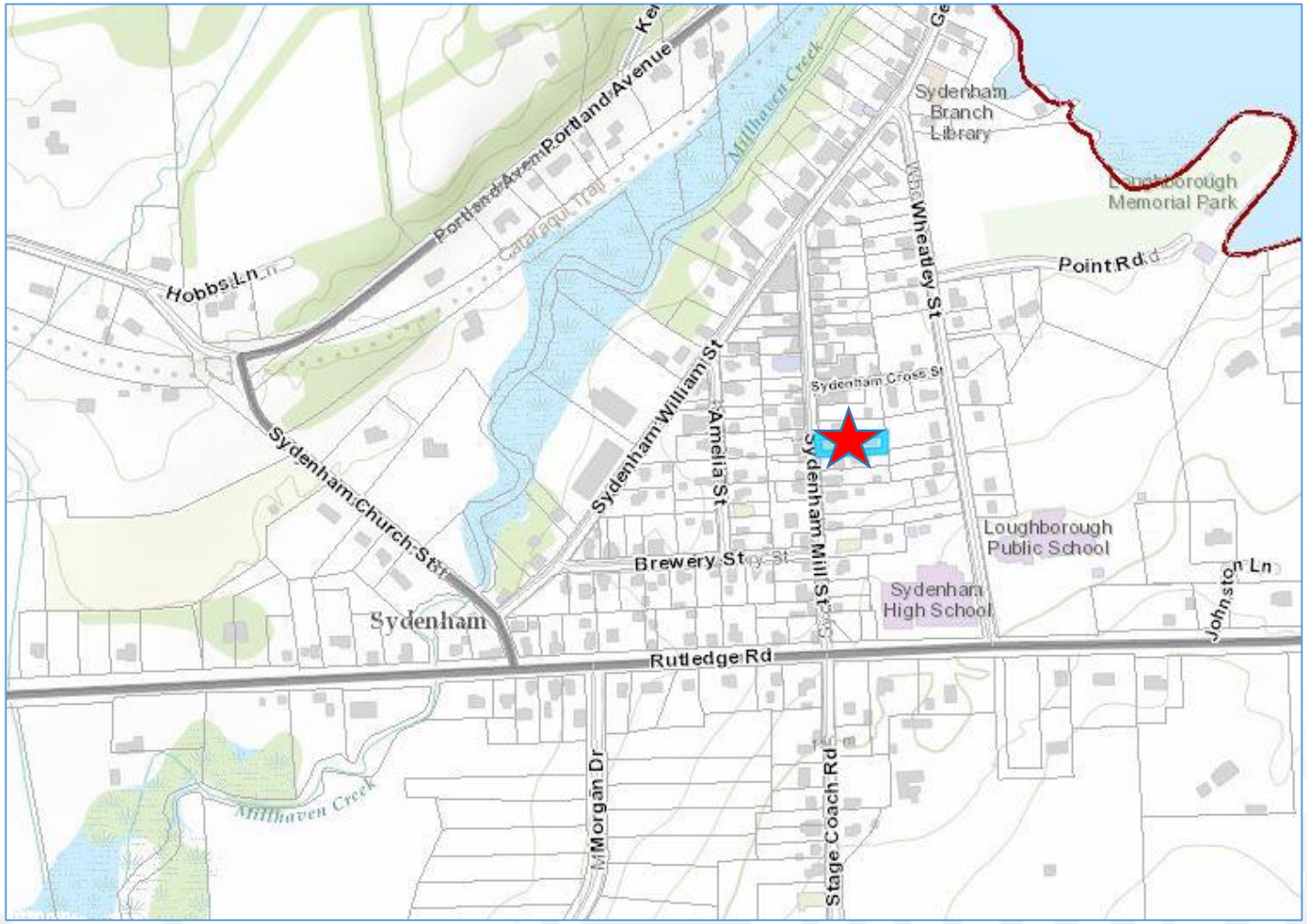
- Questions from Council
- Comments from Applicant, Agent and the Public
- Comments/Questions from Council

Z-21-30

Applicant: Zelda Hippolyte and Alice Gianotti

Property: 4360 Sydenham Mill Street

Location


Portland Ave
Portland Avenue
Millhaven Creek
Sydenham Branch Library
Loughborough Memorial Park
Hobbs Ln
Cataraqui Trail
Wheatley St
Point Rd
Sydenham Church St
Sydenham William St
Amelia St
Sydenham Cross St
Sydenham Mill St
Loughborough Public School
Brewery St
Sydenham
Sydenham High School
Johnston Ln
Rutledge Rd
Morgan Dr
Stage Coach Rd
Millhaven Creek

Proposal

- Existing Zone – UC
- Proposed Zone – UR1
- Legally permit the single detached dwelling

Image from Google Streetview

Looking South on Mill Street – Existing House (Left Centre)

Image from Google Streetview

Looking North on Mill Street – Existing House (Right) and Business District (Centre)

Department and Public Comments

- Building Services and Public Services – application did not meet criteria for circulation
- Public comments – none received to date

Policy Framework

Provincial Policy Statement

Frontenac County Official Plan

Township of South Frontenac Official Plan

- Healthy, integrated, viable rural settlement areas
- Accommodate an appropriate range and mix of housing
- Opportunities for commercial base

Next Steps

- South Frontenac Council should receive comments from the public
- A report with a recommendation will be brought to a future Council meeting

Questions and Comments

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

Township of South Frontenac
Staff Report

To:	Council
Prepared by:	Development Services Department
Date of Meeting:	February 1, 2022
Subject:	**Public Meeting for Zoning By-law Amendment Application Z-21-25, Eldon and Lorraine Adams, 3607 Stage Coach Road**

Summary

This report provides Council with information about Zoning By-law Amendment Application Z-21-25 for 3607 Stage Coach Road. If approved, the zone on the subject lands would be changed from Rural (RU) to a property specific Rural zone (RU-XX).

Consistent with Council's Procedural By-law, Council will receive comments from the public on the application and then Staff will bring a more detailed report as well as providing a recommendation to Council on this application at a future meeting.

Recommendation

This report is for information only.

Background

The proposal is to change the zone on the subject property from Rural (RU) to Rural – Special Provision (RU-XX) to permit a secondary dwelling unit on the property. The applicants propose to construct a 100 square metre addition to the existing dwelling for a secondary dwelling unit.

Under the Planning Act, a public meeting is required to be held to receive comments from the public on the proposed rezoning. The public meeting for this application will be a virtual public meeting using Zoom and telephone.

Discussion/Analysis

Property Description

The subject property is located on Stage Coach Road between Railton Road and Forest Road. The property is 8.5 hectares (21 acres) in area and has approximately 99 metres of road frontage. The lands consist of agricultural fields and forest. The existing dwelling is

located in the middle of the property, 300 metres from the road. There are several residential properties along Stage Coach Road, however, there are no neighbouring dwellings in the immediate area of the subject dwelling.

Attachment 1 to this report shows the location of the subject property relative to local landmarks.

Related Applications

The subject property is not subject to any other applications under the Planning Act.

Department, Agency and Public Comments

The application did not meet the criteria for circulation to Public Services.

Building Services reviewed an application for the performance level of the existing sewage system on the property, and confirmed that the sewage system will need to be upgraded or a new system constructed to accommodate a secondary dwelling unit. The owner will need to submit a building permit application for the secondary dwelling unit as well as an application to construct a new system if the rezoning application is approved by Council.

No comments have been received from members of the public to date.

Preliminary Planning Analysis

The proposed rezoning needs to be assessed against the applicable policies of the Provincial Policy Statement 2020, County of Frontenac Official Plan, and Township of South Frontenac Official Plan, as well as the provisions of Zoning By-law No. 2003-75.

The Planning Act was amended in September 2019 by Bill 108 to permit additional residential units on a property which contains a detached house, semi-detached house or rowhouse. Two additional residential units may be permitted within these structures, and an additional residential unit may be permitted in a building or structure ancillary to the house on the same property. This amendment to the Planning Act, once implemented in an official plan and zoning by-law, supports the accommodation of affordable housing in local municipalities.

Section 5.6.2 of the County of Frontenac Official Plan requires the Township Official Plan to permit additional residential units. While required to permit additional units, the Township retains control over the location, access and servicing required for these units.

The Township Official Plan does not provide specific direction on how many dwellings or dwelling units may be permitted on a property. In this situation, one must look to the

Planning Act and the Provincial Policy Statement for direction. As indicated above, the accommodation of affordable housing through additional residential units is required under the provisions of the Planning Act.

In the absence of Official Plan policies, the Township looks to the information published by the Province in the Second Unit Info Sheet (Ministry of Municipal Affairs, Spring 2017) and to recent amendments to the Planning Act. The Info Sheet describes what an additional residential unit is, and provides considerations for where it may be appropriate to permit these units. These considerations include locations on roads that are maintained year-round and accessible by Emergency Services, as well as demonstrating that on-site water and sewage services have sufficient capacity for the additional dwelling unit(s).

The proposal meets or will meet the intent of the above considerations. The secondary dwelling unit is proposed to be located within an addition to the existing dwelling on the property. The existing driveway and well will be used to service the secondary dwelling unit.

Regarding on-site water services, the Provincial Guideline D-5-5 Private Wells: Water Supply Assessment explains how to calculate the minimum pumping test rate and well yield required for a particular development based on a peak demand rate for each person and the likely number of persons (based on number of bedrooms plus one) per well. The Owner provided a copy of the well record that recommends a pumping rate of 8 gallons per minute (36.3 litres per minute). This pumping rate was greater than that required by the guidelines (i.e. 26.25 litres per minute based on 3.75 litres per minute per person multiplied by 7), which suggests that the existing well can produce an adequate volume of water for both the primary dwelling and the secondary dwelling unit.

Drinking water quality (potable water) will need to be confirmed as part of the required permit under the Ontario Building Code. Any water quality concerns can generally be addressed through an appropriate water treatment unit.

A sewage system(s) that complies with the Ontario Building Code will be required to service the single detached dwelling and the secondary dwelling unit.

Attachment 2 to this report is a draft by-law for the proposed development.

Financial Implications

Not applicable.

Relationship to Strategic Plans

☒ Not applicable to this report.

☐ This initiative is supported by the following priorities of the 2019-2022 Strategic Plan.

- Priority: Choose an item.
- Action Item (if applicable): N/A

Notice/Consultation

Notice of the Statutory Public Meeting was given pursuant to the requirements of the Planning Act, 20 days in advance of the Public Meeting. This included notice given:

- by mail to every owner of land within 120 metres of the subject lands
- by posting notice signs on the subject lands
- by posting on the Township's Current Planning Application webpage
- by e-mail to prescribed persons and public bodies (e.g. Conservation Authority, County Clerk, School Boards, Ontario Power Generation Inc. and Hydro One Inc.)

Attachments

1. Location Map
2. Draft By-law

Approvals

Report Prepared By:

Christine Woods, MCIP, RPP, Senior Planner

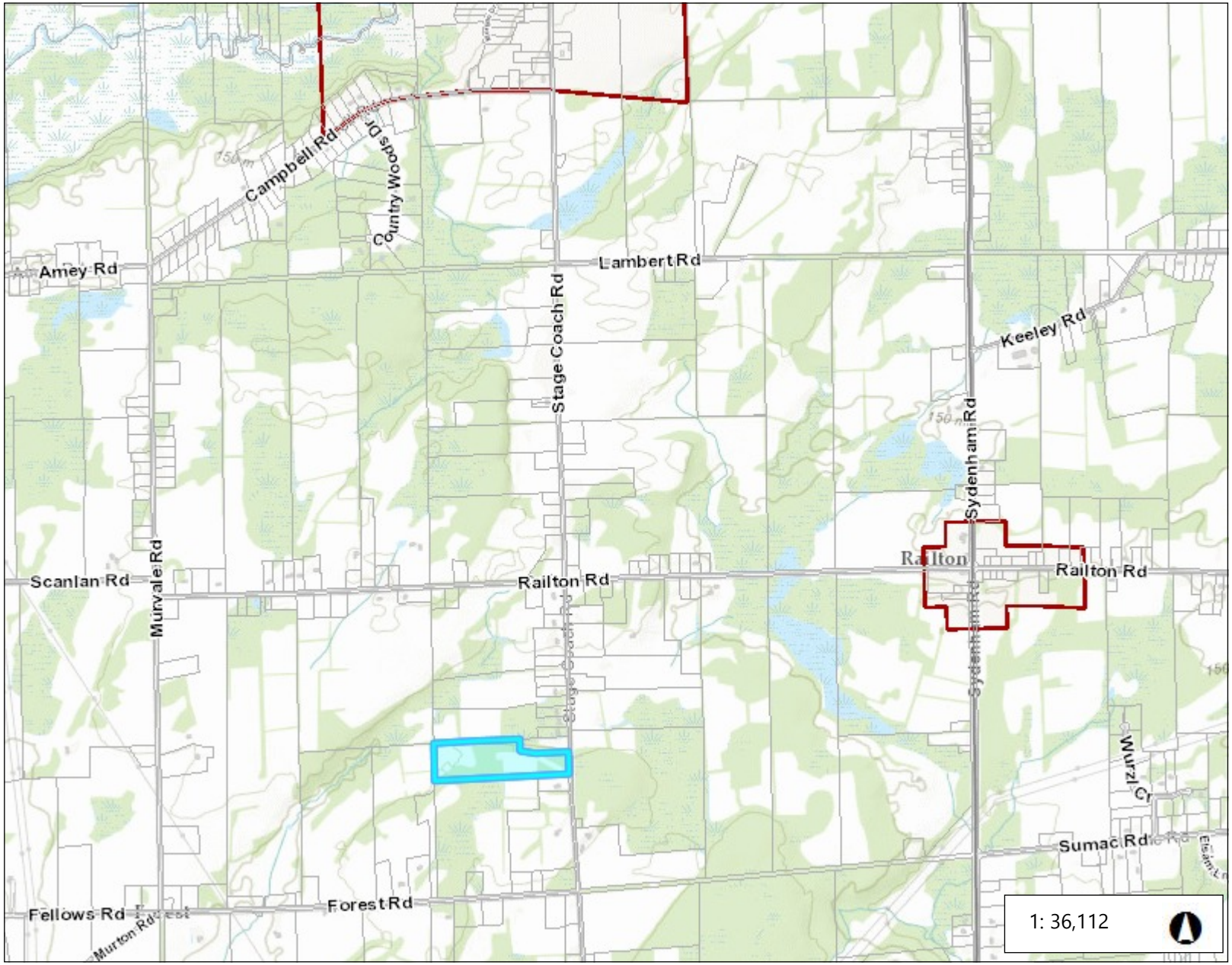
Submitted By:

Claire Dodds, MCIP, RPP, Director of Development Services

Approved By:

Neil Carbone, Chief Administrative Officer

FRONTENAC | Attachment 1. Location Map of 3607 Stage Coach Road



Legend

Road
- Highway
- Major Road
- Secondary Road
- Ferry Route

Assessment Parcels

Settlement Area

Citations

Notes

Z-21-25

1.8 0 0.92 1.8 Kilometers

WGS_1984_Web_Mercator_Auxiliary_Sphere

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THIS MAP IS NOT TO BE USED FOR NAVIGATION

TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2022-XX

BEING A BY-LAW TO AMEND BY-LAW 2003-75, AS AMENDED, TO REZONE LAND FROM RURAL (RU) TO RURAL – SPECIAL PROVISION (RU-XX) ON LANDS DESCRIBED AS 3607 STAGE COACH ROAD, PART OF LOT 3, CONCESSION 2, DISTRICT OF LOUGHBOROUGH: ADAMS

WHEREAS pursuant to the provisions of Section 34 of the *Planning Act*, RSO 1990 as amended, the Council of a Municipality may enact by-laws regulating the use of land and the erection, location and use of buildings and structures thereon;

AND WHEREAS By-law 2003-75 being the Zoning By-law regulates the use of land and the erection, location and use of buildings and structures within the Township of South Frontenac;

AND WHEREAS the Council of the Corporation of the Township of South Frontenac considered all written and oral submissions received on this application, the effect of which helped Council make an informed decision;

AND that there be no further notice pursuant to Section 34 (17) of the *Planning Act*;

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

1. **THAT** Schedule “B”, to Zoning By-law Number 2003-75 as amended, is hereby further amended by changing the zoning from Rural (RU) to Rural – Special Provision (RU-XX) for the lands shown on Schedule “1”.

2. **THAT** Zoning By-law number 2003-75 as amended is hereby further amended by adding a new section RU-XX (3607 Stage Coach Road, Part of Lot 3, Concession 2, District of Loughborough - Adams) immediately after the last Rural – Special Provision section to read as follows:

   RU-XX (3607 Stage Coach Road, Part of Lot 3, Concession 2, District of Loughborough - Adams)

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

   - *The existing single detached dwelling may be enlarged to include a secondary dwelling unit.*
   - *The primary and secondary dwelling units within the single detached dwelling shall be accessed by the same driveway and be serviced by a shared sewage system and/or well.*

   All other provisions of this by-law shall apply.

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

Dated at the Township of South Frontenac this ##th day of MONTH, 2022.

Read a first and second time this ##th day of MONTH, 2022.

Read a third time and finally passed this ##th day of MONTH, 2022.

THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC

_____

Ron Vandewal, Mayor

DRAFT

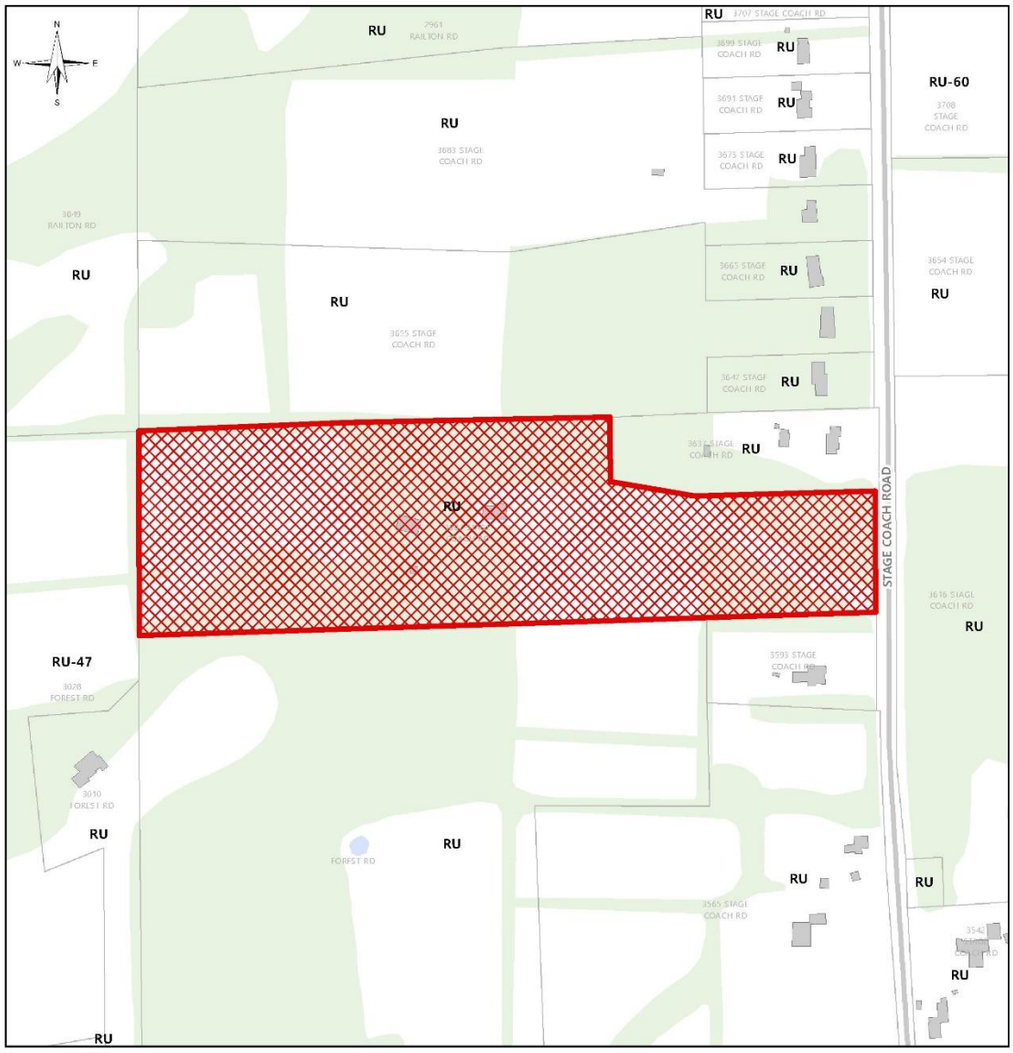
_____

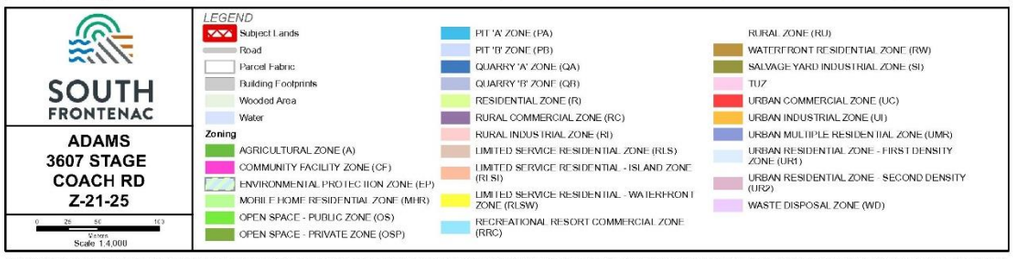
Angela Maddocks, Clerk

DRAFT

Schedule 1

This is Schedule "1" to By-law No. 2022-XX.





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UTM Projection NAD 83 | Date: 2021 12 28

Passed this ##th day of MONTH, 2022

_____

Ron Vandewal, Mayor

_____

Angela Maddocks, Clerk

Township of South Frontenac

Staff Report

To:	Council
Prepared by:	Development Services Department
Date of Meeting:	February 1, 2022
Subject:	**Public Meeting for Zoning By-law Amendment Application Z-21-27, Alasdair and Jennifer Cumming, 3579 Quinn Road East**

Summary

This report provides Council with information about Zoning By-law Amendment Application Z-21-27 for 3579 Quinn Road East. If approved, the zone on the subject lands would be changed from Rural (RU) to a property specific Rural zone (RU-XX).

Consistent with Council's Procedural By-law, Council will receive comments from the public on the application and staff will bring a more detailed report and recommendation to Council on this application at a future meeting.

Recommendation

This report is for information only.

Background

The proposal is to change the zone on the subject property from Rural (RU) to Rural – Special Provision (RU-XX) to permit a secondary dwelling unit on the property. The applicants propose to construct a 75 square metre addition to the existing dwelling for a secondary dwelling unit.

Under the Planning Act, a public meeting is required to be held to receive comments from the public on the proposed rezoning. The public meeting for application Z-21-27 will be a virtual public meeting using Zoom and telephone.

Discussion/Analysis

Property Description

The subject property is located on Quinn Road East, which is off Road 38 south of Harrowsmith. The property is 0.6 hectares (1.43 acres) in area and has approximately 57 metres of road frontage. The lands consist of a treed slope. There is an existing 215

square metre dwelling on the property. There are several residential properties along Quinn Road in the area of the subject property, however, the majority of the area is agricultural.

Attachment 1 to this report shows the location of the subject property relative to local landmarks.

Related Applications

The subject property is not subject to any other applications under the Planning Act.

Department, Agency and Public Comments

The application did not meet the criteria for circulation to Public Services.

Building Services reviewed an application for the performance level of the existing sewage system on the property, and confirmed that the sewage system will need to be upgraded or a new system constructed to accommodate a secondary dwelling unit. The owner will need to submit a building permit application for the secondary dwelling unit as well as an application to construct a new system if the rezoning application is approved by Council.

No comments have been received from members of the public to date.

Preliminary Planning Analysis

The proposed rezoning needs to be assessed against the applicable policies of the Provincial Policy Statement 2020, County of Frontenac Official Plan, and Township of South Frontenac Official Plan, as well as the provisions of Zoning By-law No. 2003-75.

The Planning Act was amended in September 2019 by Bill 108 to permit additional residential units on a property which contains a detached house, semi-detached house or rowhouse. Two additional residential units may be permitted within these structures, and an additional residential unit may be permitted in a building or structure ancillary to the house on the same property. This amendment to the Planning Act, once implemented in an official plan and zoning by-law, supports the accommodation of affordable housing in local municipalities.

Section 5.6.2 of the County of Frontenac Official Plan requires the Township Official Plan to permit additional residential units. While required to permit additional units, the Township retains control over the location, access and servicing required for these units.

The Township Official Plan does not provide specific direction on how many dwellings or dwelling units may be permitted on a property. In this situation, one must look to the

Planning Act and the Provincial Policy Statement for direction. As indicated above, the accommodation of affordable housing through additional residential units is required under the provisions of the Planning Act.

In the absence of Official Plan policies, the Township looks to the information published by the Province in the Second Unit Info Sheet (Ministry of Municipal Affairs, Spring 2017) and to recent amendments to the Planning Act. The Info Sheet describes what an additional residential unit is and provides considerations for where it may be appropriate to permit these units. These considerations include locations on roads that are maintained year-round and accessible by Emergency Services, as well as demonstrating that on-site water and sewage services have sufficient capacity for the additional dwelling unit(s).

The proposal meets or will meet the intent of the above considerations. The secondary dwelling unit is proposed to be located within an addition to the existing dwelling on the property. It will use the existing driveway for access, as well as the well and sewage system for servicing.

Regarding on-site water services, the Provincial Guideline D-5-5 Private Wells: Water Supply Assessment explains how to calculate the minimum pumping test rate and well yield required for a particular development based on a peak demand rate for each person and the likely number of persons (based on number of bedrooms plus one) per well. The Owner provided a copy of a well pump test that included a professional opinion that the well can produce 8.19 gallons per minute (37.2 litres per minute). This pumping rate was greater than that required by the provincial guideline (i.e. 18.75 litres per minute based on 3.75 litres per minute per person multiplied by 5), which suggests that the existing well can produce an adequate volume of water for both the primary dwelling and the secondary dwelling unit.

Drinking water quality (potable water) will need to be confirmed as part of the required permit under the Ontario Building Code. Any water quality concerns can generally be addressed through an appropriate water treatment unit.

A sewage system(s) that complies with the Ontario Building Code will be required to service the single detached dwelling and the secondary dwelling unit.

Attachment 2 to this report is a draft by-law for the proposed development.

Financial Implications

Not applicable.

Relationship to Strategic Plans

☒ Not applicable to this report.

☐ This initiative is supported by the following priorities of the 2019-2022 Strategic Plan.

- Priority: Choose an item.
- Action Item (if applicable): N/A

Notice/Consultation

Notice of the Statutory Public Meeting was given pursuant to the requirements of the Planning Act, 20 days in advance of the Public Meeting. This included notice given:

- by mail to every owner of land within 120 metres of the subject lands
- by posting notice signs on the subject lands
- by posting on the Township's Current Planning Application webpage
- by e-mail to prescribed persons and public bodies (e.g. Conservation Authority, County Clerk, School Boards, Ontario Power Generation Inc. and HydroOne Inc.)

Attachments

1. Location Map
2. Draft By-law

Approvals

Report Prepared By:

Christine Woods, MCIP, RPP, Senior Planner

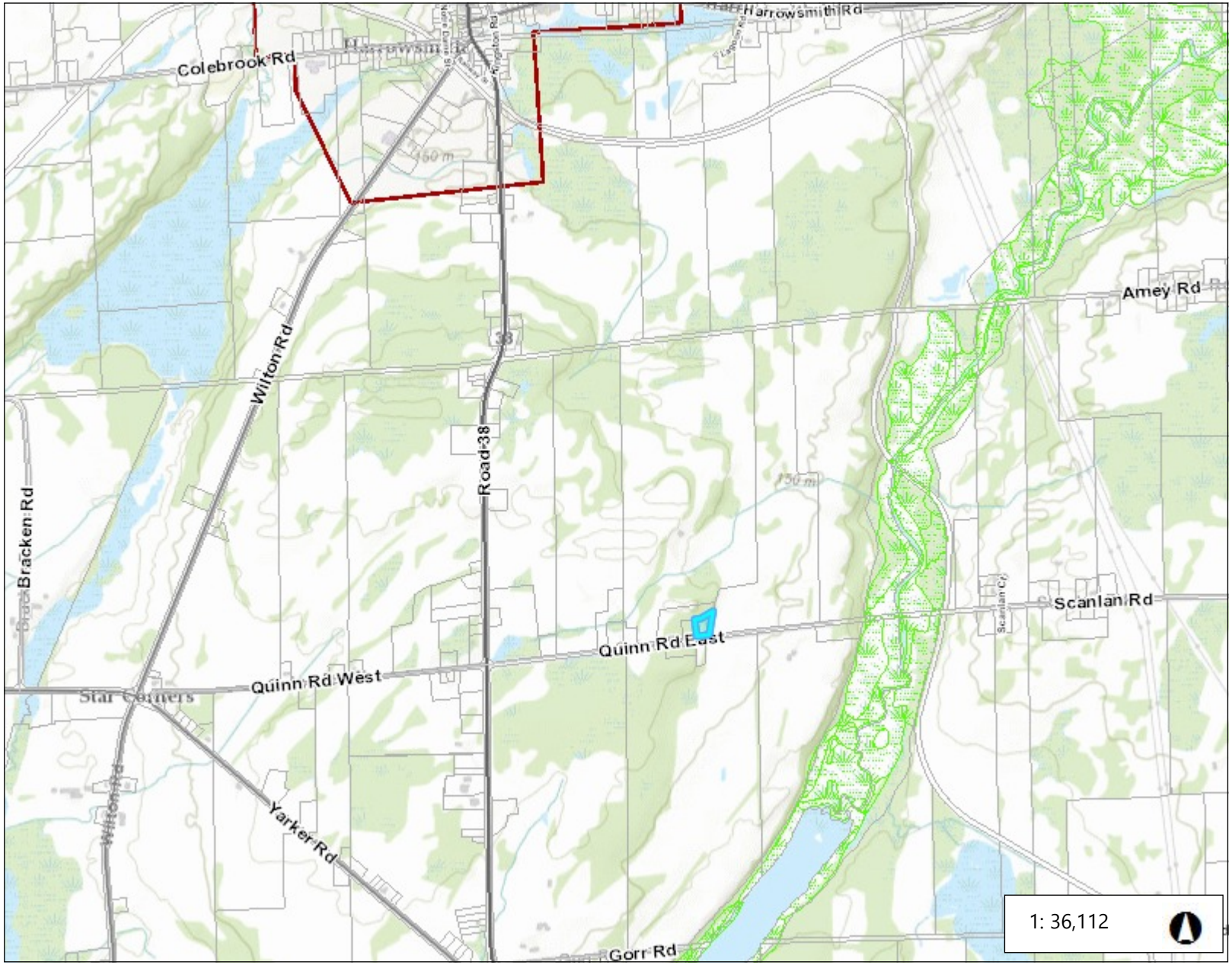
Submitted By:

Claire Dodds, MCIP, RPP, Director of Development Services

Approved By:

Neil Carbone, Chief Administrative Officer

FRONTENAC | Attachment 1. Location Map of 3579 Quinn Road East



Legend

Road
- Highway
- Major Road
- Secondary Road
- Ferry Route

Assessment Parcels

Provincially Significant Wetland

Settlement Area

Citations

Notes

Z-21-27

1.8 0 0.92 1.8 Kilometers

WGS_1984_Web_Mercator_Auxiliary_Sphere

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THIS MAP IS NOT TO BE USED FOR NAVIGATION

TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2022-XX

BEING A BY-LAW TO AMEND BY-LAW 2003-75, AS AMENDED, TO REZONE LAND FROM RURAL (RU) TO RURAL – SPECIAL PROVISION (RU-XX) ON LANDS DESCRIBED AS 3579 QUINN ROAD EAST, PART OF LOT 5, CONCESSION 3, DISTRICT OF PORTLAND: CUMMING

WHEREAS pursuant to the provisions of Section 34 of the *Planning Act*, RSO 1990 as amended, the Council of a Municipality may enact by-laws regulating the use of land and the erection, location and use of buildings and structures thereon;

AND WHEREAS By-law 2003-75 being the Zoning By-law regulates the use of land and the erection, location and use of buildings and structures within the Township of South Frontenac;

AND WHEREAS the Council of the Corporation of the Township of South Frontenac considered all written and oral submissions received on this application, the effect of which helped Council make an informed decision;

AND that there be no further notice pursuant to Section 34 (17) of the *Planning Act*;

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

1. **THAT** Schedule “A”, to Zoning By-law Number 2003-75 as amended, is hereby further amended by changing the zoning from Rural (RU) to Rural – Special Provision (RU-XX) for the lands shown on Schedule “1”.

2. **THAT** Zoning By-law number 2003-75 as amended is hereby further amended by adding a new section RU-XX (3579 Quinn Road East, Part of Lot 5, Concession 3, District of Portland - Cumming) immediately after the last Rural – Special Provision section to read as follows:

   RU-XX (3579 Quinn Road East, Part of Lot 5, Concession 3, District of Portland - Cumming)

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

   - *The existing single detached dwelling may be enlarged to include a secondary dwelling unit.*
   - *The primary and secondary dwelling units within the single detached dwelling shall be accessed by the same driveway, and be serviced by a shared sewage system and/or well.*

   All other provisions of this by-law shall apply.

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

Dated at the Township of South Frontenac this ##th day of MONTH, 2022.

Read a first and second time this ##th day of MONTH, 2022.

Read a third time and finally passed this ##th day of MONTH, 2022.

THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC

_____

Ron Vandewal, Mayor

DRAFT

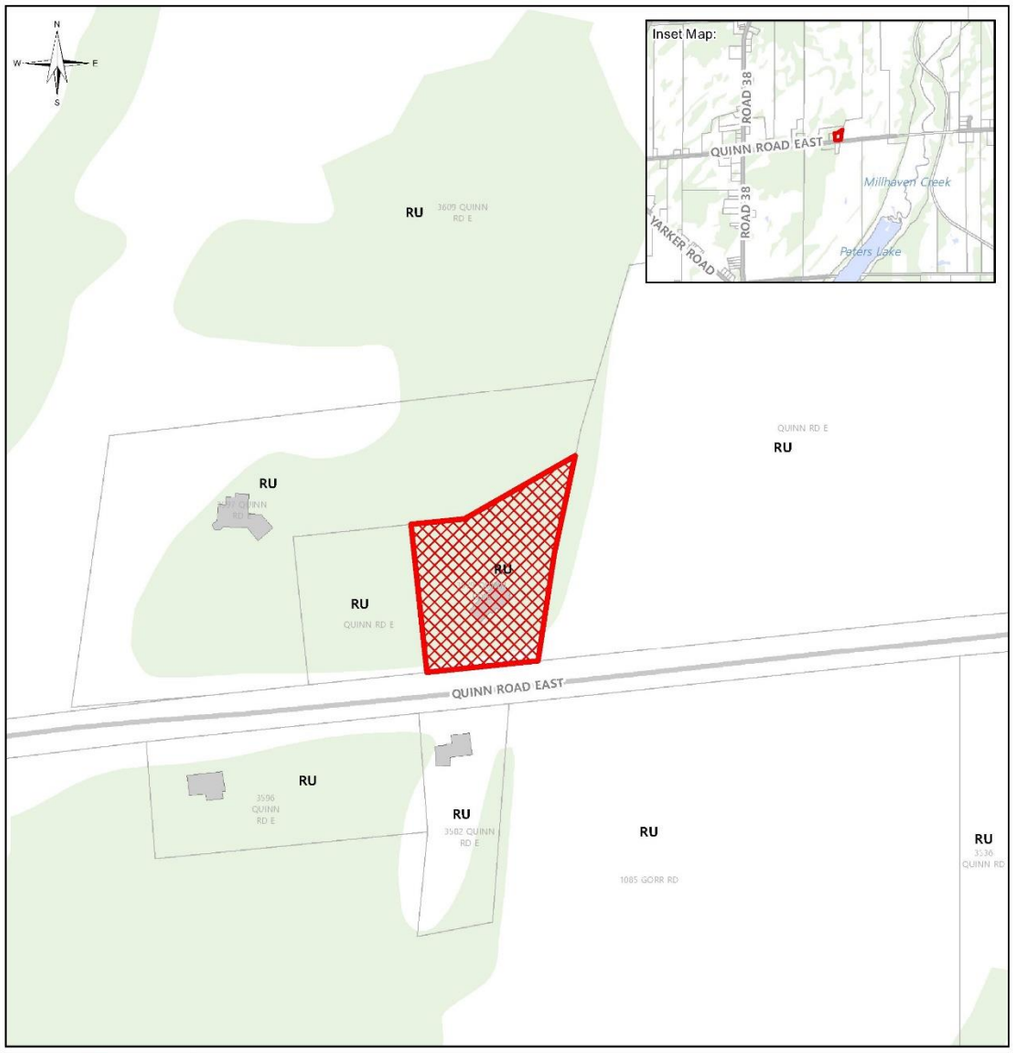
_____

Angela Maddocks, Clerk

DRAFT

Schedule 1

This is Schedule “1” to By-law No. 2022-XX.



SOUTH FRONTENAC

CUMMING

3579 QUINN ROAD E
Z-21-27

Scale 1:2,500

LEGEND

Subject Lands
Road
Parcel Fabric
Building Footprints
Wooded Area
Water

Zoning

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

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UTM Projection NAD 83 | Date: 2022 01 04

Passed this ##th day of MONTH, 2022

_____

Ron Vandewal, Mayor

_____

Angela Maddocks, Clerk

Township of South Frontenac

Staff Report

To:	Council
Prepared by:	Development Services Department
Date of Meeting:	February 1, 2022
Subject:	**Public Meeting for Zoning By-law Amendment Application Z-21-29, Estate of Everett Orser (Keith Orser), Part of Lot 3, Concession 8, Loughborough**

Summary

This report provides Council with information about Zoning By-law Amendment Application Z-21-29 for a property on Everett Lane in Part of Lot 3, Concession 8, District of Loughborough. If approved, the zone on the subject lands would be changed from Rural (RU) to Limited Service Residential (RLS).

Consistent with Council's Procedural By-law, Council will receive comments from the public on the application and staff will bring a more detailed report and recommendation forward to Council on this application at a future meeting.

Recommendation

This report is for information only.

Background

The proposal is to change the zone on the subject property from Rural (RU) to Limited Services Residential (RLS) to allow a building permit to be issued for the property. The effect of the proposed by-law would be to facilitate the construction of a single detached dwelling.

Under the Planning Act, a public meeting is required to be held to receive comments from the public on the proposed rezoning. The public meeting for this application will be a virtual public meeting using Zoom and telephone.

Discussion/Analysis

Property Description

The subject property is 13 hectares (32 acres) in area and has approximate 700 metres of frontage on Everett Lane near Knowlton Lake. The property is generally level and forested, except for approximately 3.5 hectares of unevaluated wetlands through the centre of the property, and a high bedrock escarpment along the western lot line. The deciduous forested area was farmed at one time. The property does not have any water frontage.

The property is accessed from Everett Lane. The topography of the lane is generally level from Gould Lake Road to the west end of the subject property. The lane then travels along the bottom of the escarpment. The lane is privately maintained year-round.

Attachment 1 to this report shows the location of the subject property relative to local landmarks on the draft zoning schedule.

Related Applications

The subject property is not subject to any other applications under the Planning Act.

Department, Agency and Public Comments

This application did not meet the criteria for circulation to Public Services and Building Services.

Planning staff have received questions about the application from several members of the public. The questions related to what considerations are there for environmental impact and at-capacity lake status, what type of development is permitted in the Limited Service Residential zone, and whether the property could be subdivided. Staff responded to these questions. The matters raised are also addressed in the Preliminary Planning Analysis. No comments or concerns have been received from members of the public to date.

Preliminary Planning Analysis

The proposed rezoning needs to be assessed against the applicable policies of the Provincial Policy Statement 2020, County of Frontenac Official Plan, and Township of South Frontenac Official Plan, as well as the provisions of Zoning By-law No. 2003-75.

Rural Development

The PPS and County Official Plan speak to permitting resource-based recreational uses and development that is sensitive to the surroundings.

The Township Official Plan suggests that the type and amount of development on 'Rural' lands must maintain the rural character, natural heritage, and cultural landscape in the Township. The Official Plan permits some limited service residential development in the form of single detached dwellings and seasonal dwellings on properties accessed from a private road.

The subject property is currently zoned Rural, which allows a variety of uses and buildings. However, section 6.12 of the Township Official Plan and section 5.25 of Zoning By-law 2003-75 do not permit a building permit to be issued for a property on a private lane unless the property is a lot of record and is in a limited service residential zone (i.e. RLS, RLSW or RLSI).

In a Limited Service Residential (RLS) Zone, there is no commitment or requirement by the Municipality to assume responsibility for ownership or maintenance of any private lane. It is noted that Everett Lane is located over a Township-owned road allowance that was never assumed. Due to road conditions of privately maintained roads, there is no commitment or requirement by the Municipality to ensure that emergency vehicles are able to access privately owned roads. The intent of the RLS Zone is to recognize non-waterfront residential development on private lanes. The RLS Zone permits a seasonal dwelling or a single detached (year-round) dwelling, accessory buildings, and a home occupation.

Natural Heritage

The PPS states that natural features and areas shall be protected for the long term. The County Official Plan and the Township Official Plan, in accordance with the PPS also do not permit development and site alteration in and adjacent to several types of significant natural features and areas unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions. This demonstration is typically done through an environmental impact assessment.

An environmental impact assessment was not required in support of the current rezoning application. Any future development of the property would need to be setback a minimum of 30 metres from the wetlands on the property, in accordance with the requirements of the Official Plan and Zoning By-law.

As with any property that contains natural features such as wetlands and forest, there is the potential for wildlife habitat, including habitat of species at risk (e.g. grey ratsnake). Landowners are responsible to comply with the provisions of the Endangered Species Act, 2007, including those that provide protection for individual members of a species and their habitat if that species is listed on the Species at Risk in Ontario list as extirpated, endangered or threatened. If an activity may cause adverse impacts to a species at risk and/or their habitat, authorization under the ESA may be required prior to conducting the activity.

Lake Trout Lake

Approximately half of the property is located within 300 metres of Knowlton Lake, which is an at-capacity lake trout lake. The Township Official Plan policies permit new development on lots of record adjacent to at-capacity (highly sensitive) lake trout lakes subject to a minimum 30 metre setback from the highwater mark of the lake, or a minor variance to this setback. The subject property is a lot of record and any development on this property will be located s more than 50 metres from the lake. Therefore, the Lake Trout Lake policies have been addressed.

Land Division Potential

Members of the public asked whether the rezoning application could facilitate future division of the subject property.

Changing the zone on this property would allow a building permit to be issued for one dwelling. It is the understanding of staff that the applicant intends to either build a home on the property themselves, or to sell the property as a building lot. A rezoning would not facilitate further subdivision of the property.

As indicated above, approximately half of the property is located within 300 metres of Knowlton Lake, which is an at-capacity lake trout lake. Lot creation is not permitted within 300 metres of the lake unless any sewage systems would be located outside this area. The proximity to the lake, in addition to the size and orientation of the wetlands on the property, significantly impact the development potential of the property.

In addition, any division of the property would need to be through a plan of subdivision or a plan of vacant land condominium, as severances for non-waterfront lots on private lanes are not permitted.

Should a plan of subdivision or plan of condominium application be submitted, numerous studies including a hydrogeological assessment, terrain analysis, environmental impact assessment, species at risk assessment and traffic impact study would be required. A decision on any future plan of subdivision or plan of condominium would be made by the County of Frontenac with input from South Frontenac Council and would go through a fulsome public consultation process.

Attachment 2 to this report is a draft by-law for the proposed development.

Financial Implications

Not applicable.

Relationship to Strategic Plans

☒ Not applicable to this report.

☐ This initiative is supported by the following priorities of the 2019-2022 Strategic Plan.

- Priority: Choose an item.
- Action Item (if applicable): N/A

Notice/Consultation

Notice of the Statutory Public Meeting was given pursuant to the requirements of the Planning Act, 20 days in advance of the Public Meeting. This included notice given:

- by mail to every owner of land within 120 metres of the subject lands
- by posting notice signs on the subject lands
- by posting on the Township's Current Planning Application webpage
- by e-mail to prescribed persons and public bodies (e.g. Conservation Authority, County Clerk, School Boards, Ontario Power Generation Inc. and Hydro One Inc.)

Attachments

1. Draft By-law

Approvals

Report Prepared By:

Christine Woods, MCIP, RPP, Senior Planner

Submitted By:

Claire Dodds, MCIP, RPP, Director of Development Services

Approved By:

Neil Carbone, Chief Administrative Officer

TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2022-XX

BEING A BY-LAW TO AMEND BY-LAW 2003-75, AS AMENDED, TO REZONE LAND FROM RURAL (RU) TO LIMITED SERVICE RESIDENTIAL (RLS) ON LANDS DESCRIBED AS PART OF LOT 3, CONCESSION 8, DISTRICT OF LOUGHBOROUGH: ESTATE OF EVERETT ORSER

WHEREAS pursuant to the provisions of Section 34 of the *Planning Act*, RSO 1990 as amended, the Council of a Municipality may enact by-laws regulating the use of land and the erection, location and use of buildings and structures thereon;

AND WHEREAS By-law 2003-75 being the Zoning By-law regulates the use of land and the erection, location and use of buildings and structures within the Township of South Frontenac;

AND WHEREAS the Council of the Corporation of the Township of South Frontenac considered all written and oral submissions received on this application, the effect of which helped Council make an informed decision;

AND that there be no further notice pursuant to Section 34 (17) of the *Planning Act*;

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

1. **THAT** Schedule “B” to Zoning By-law Number 2003-75 as amended, is hereby further amended by changing the zoning from Rural (RU) to Limited Service Residential (RLS) for the lands shown on Schedule “1”.

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

Dated at the Township of South Frontenac this ##th day of MONTH, 2022.

Read a first and second time this ##th day of MONTH, 2022.

Read a third time and finally passed this ##th day of MONTH, 2022.

THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC

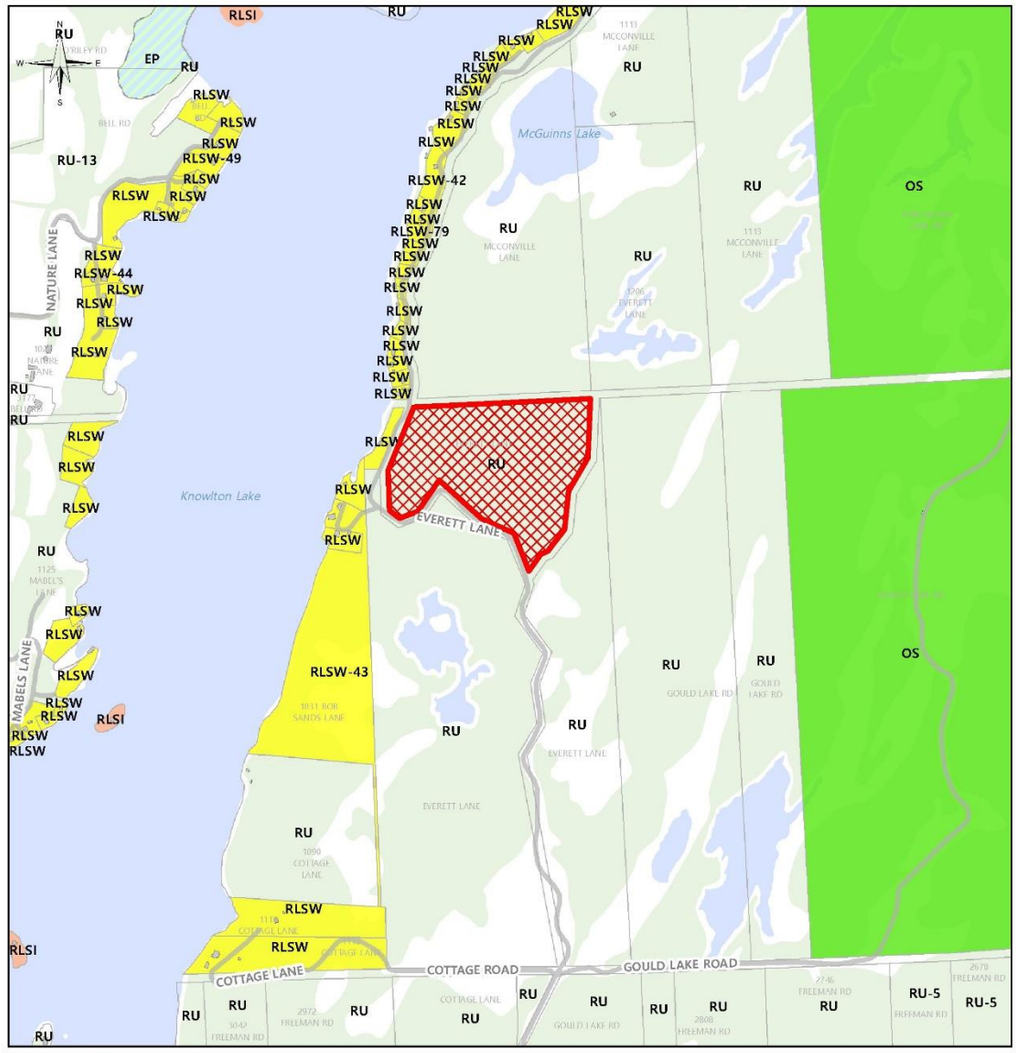
_____
Ron Vandewal, Mayor

_____
Angela Maddocks, Clerk

DRAFT

Schedule 1

This is Schedule “1” to By-law No. 2022-XX.



SOUTH FRONTENAC

ORSER

EVERETT LANE
Z-21-29

Scale 1:12,000

LEGEND

- Subject Lands
- Road
- Parcel Fabric
- Building Footprints
- Wooded Area
- Water

Zoning

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

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UTM Projection NAD 83 | Date: 2022 01 04

Passed this ##th day of MONTH, 2022

_____

Ron Vandewal, Mayor

_____

Angela Maddocks, Clerk

Township of South Frontenac

Staff Report

To:	Council
Prepared by:	Development Services Department
Date of Meeting:	February 1, 2022
Subject:	**Public Meeting for Zoning By-law Amendment Application Z-21-30, Zelda Hippolyte and Alice Gianotti, 4360 Sydenham Mill Street**

Summary

This report provides Council with information about Zoning By-law Amendment Application Z-21-30 for 4360 Sydenham Mill Street. If approved, the zone on the subject lands would be changed from Urban Commercial (UC) to Urban Residential – First Density Zone (UR1).

Consistent with Council's Procedural By-law, Council will receive comments from the public on the application, and Staff will bring a more detailed report and recommendation to Council on this application at a future meeting.

Recommendation

This report is for information only.

Background

The proposal is to change the zone on the subject property from Urban Commercial (UC) to Urban Residential – First Density (UR1) to legally permit the existing single detached dwelling on the property. The applicants are requesting this change to address financing requirements.

Under the Planning Act, a public meeting is required to be held to receive comments from the public on the proposed rezoning. The public meeting for this application will be a virtual public meeting using Zoom and telephone.

Discussion/Analysis

Property Description

The subject property is located on Sydenham Mill Street in the Sydenham Settlement Area. It is south of the main commercial area. The property is surrounded by residential uses.

The subject property is 1052 square metres (0.26 acres) in area and has approximately 16.5 metres of road frontage. The property is developed with a single detached dwelling, a "barn" and a gazebo. The dwelling is serviced by municipal water and a private sewage system.

Attachment 1 to this report shows the location of the subject property relative to local landmarks.

Related Applications

The subject property is not subject to any other applications under the Planning Act.

Department, Agency and Public Comments

This application did not meet the criteria for circulation to Public Services and Building Services.

No comments have been received from members of the public to date.

Preliminary Planning Analysis

The proposed rezoning needs to be assessed against the applicable policies of the Provincial Policy Statement 2020, County of Frontenac Official Plan, and Township of South Frontenac Official Plan, as well as the provisions of Zoning By-law No. 2003-75.

The policies indicate that rural settlement areas, such as Sydenham, must be the focus of growth and development, and that their vitality and regeneration must be promoted. These policies also promote healthy, integrated and viable rural areas that are supported by accommodating an appropriate range and mix of housing in rural settlement areas, as well as by promoting opportunities for a varied and balanced industrial/commercial base in rural settlement areas.

The subject property is zoned Urban Commercial (UC). The UC zone permits one dwelling unit in the form of an apartment as an accessory use in buildings in which commercial uses are permitted. The zone does not permit standalone residential uses without a commercial use occurring on the property. Therefore, the subject dwelling is a legal non-conforming use and can continue to be used for residential purposes.

In Loughborough Township Zoning By-law 89-75, through By-law 93-51, this property was zoned Residential General Exception (RG-8). The RG-8 zone allowed 460 square feet of floor space on the ground floor of the house to be used as a craft and gift shop. The property was incorporated into the UC zone in Zoning By-law 2003-75 as a result of this site-specific zone. It is unknown how long the craft and gift shop was in existence. However, it was solely a dwelling in 2004 when the property was purchased by the previous owners. The applicant indicated that the single detached dwelling on the subject property dates back to 1905.

The properties immediately to the north and south are subject to site-specific UC zones corresponding with previous site-specific RG zones (one for an office and two dwelling units, the other for a reduced side yard for a deck on the dwelling). Both properties are also developed with single detached dwellings that are currently used for residential purposes.

Changing the zoning to residential would assist the applicant with financing. Many financial institutions will often require legal non-conforming residential uses on commercially zoned property to be financed at a commercial rate. These financial institutions will only finance a property at a residential rate if the property is zoned residential. Supporting this application will assist the applicant to facilitate investment in this residential property.

The subject property is south of the main commercial area and is surrounded by residential uses. Legally permitting the existing dwelling on the property would not change the continued use of the property nor the character of the neighbourhood.

Attachment 2 to this report is a draft by-law for the proposed development.

Financial Implications

Not applicable.

Relationship to Strategic Plans

☒ Not applicable to this report.

☐ This initiative is supported by the following priorities of the 2019-2022 Strategic Plan.

- Priority: Choose an item.
- Action Item (if applicable): N/A

Notice/Consultation

Notice of the Statutory Public Meeting was given pursuant to the requirements of the Planning Act, 20 days in advance of the Public Meeting. This included notice given:

- by mail to every owner of land within 120 metres of the subject lands
- by posting notice signs on the subject lands

- by posting on the Township's Current Planning Application webpage
- by e-mail to prescribed persons and public bodies (e.g. Conservation Authority, County Clerk, School Boards, Ontario Power Generation Inc. and Hydro One Inc.)

Attachments

1. Location Map
2. Draft By-law

Approvals

Report Prepared By:

Christine Woods, MCIP, RPP, Senior Planner

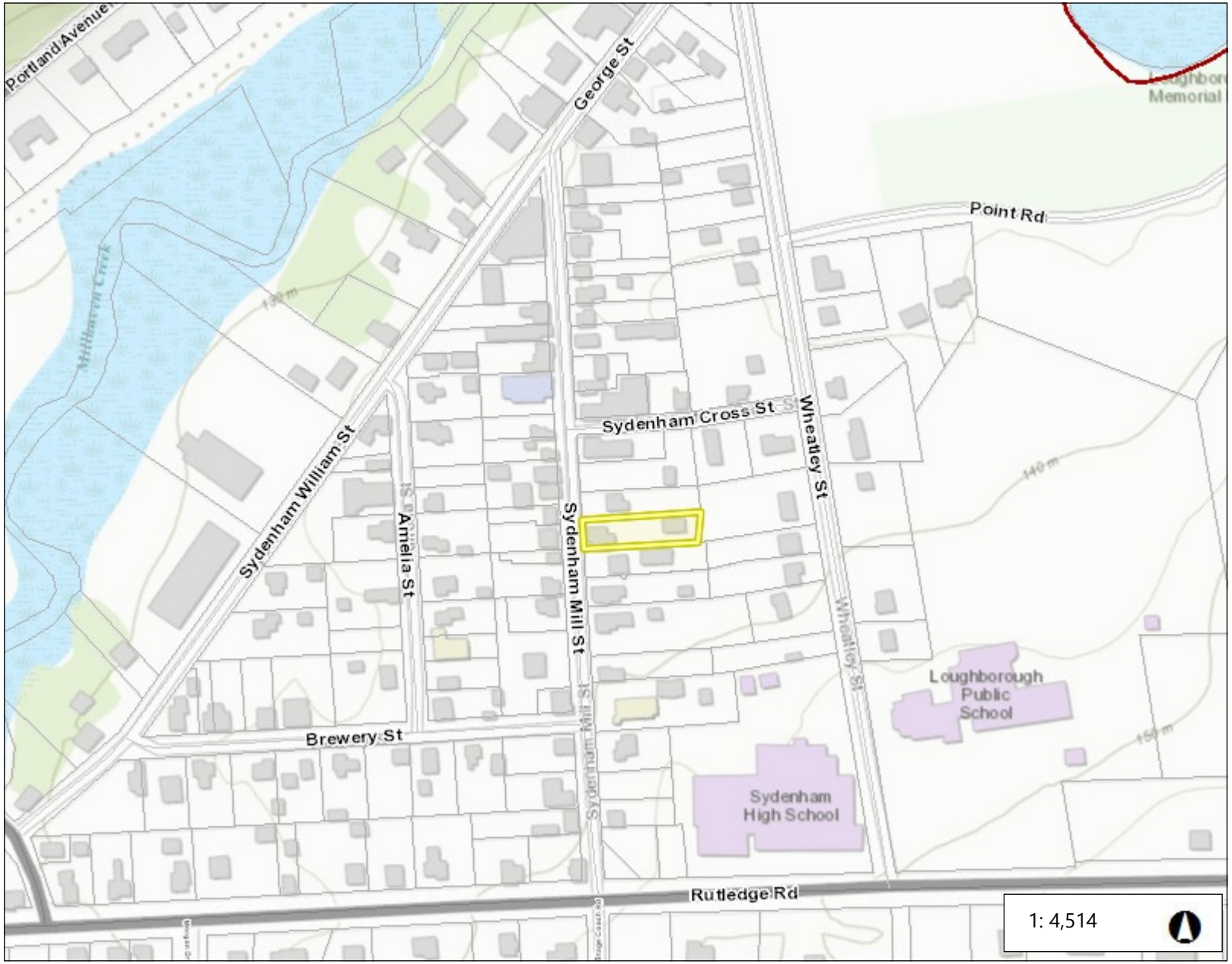
Submitted By:

Claire Dodds, MCIP, RPP, Director of Development Services

Approved By:

Neil Carbone, Chief Administrative Officer

FRONTENAC | Attachment 1. Location Map of 4360 Sydenham Mill Street



Legend

- Road
  - Highway
  - Major Road
  - Secondary Road
  - Ferry Route
- Assessment Parcels
- Provincially Significant Wetland
- Settlement Area
- Citations

Notes

Z-21-30

0.2 0 0.11 0.2 Kilometers

WGS_1984_Web_Mercator_Auxiliary_Sphere

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THIS MAP IS NOT TO BE USED FOR NAVIGATION

TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2022-XX

BEING A BY-LAW TO AMEND BY-LAW 2003-75, AS AMENDED, TO REZONE LAND FROM URBAN COMMERCIAL (UC) TO URBAN RESIDENTIAL – FIRST DENSITY (UR1) ON LANDS DESCRIBED AS 4360 SYDENHAM MILL STREET, PART OF LOT 4, CONCESSION 5, DISTRICT OF LOUGHBOROUGH: HIPPOLYTE AND GIANOTTI

WHEREAS pursuant to the provisions of Section 34 of the *Planning Act*, RSO 1990 as amended, the Council of a Municipality may enact by-laws regulating the use of land and the erection, location and use of buildings and structures thereon;

AND WHEREAS By-law 2003-75 being the Zoning By-law regulates the use of land and the erection, location and use of buildings and structures within the Township of South Frontenac;

AND WHEREAS the Council of the Corporation of the Township of South Frontenac considered all written and oral submissions received on this application, the effect of which helped Council make an informed decision;

AND that there be no further notice pursuant to Section 34 (17) of the *Planning Act*;

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

1. **THAT** Schedule “B” and Schedule “F”, to Zoning By-law Number 2003-75 as amended, is hereby further amended by changing the zoning from Urban Commercial (UC) to Urban Residential – First Density (UR1) for the lands shown on Schedule “1”.

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

Dated at the Township of South Frontenac this ##th day of MONTH, 2022.

Read a first and second time this ##th day of MONTH, 2022.

Read a third time and finally passed this ##th day of MONTH, 2022.

THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC

_____

Ron Vandewal, Mayor

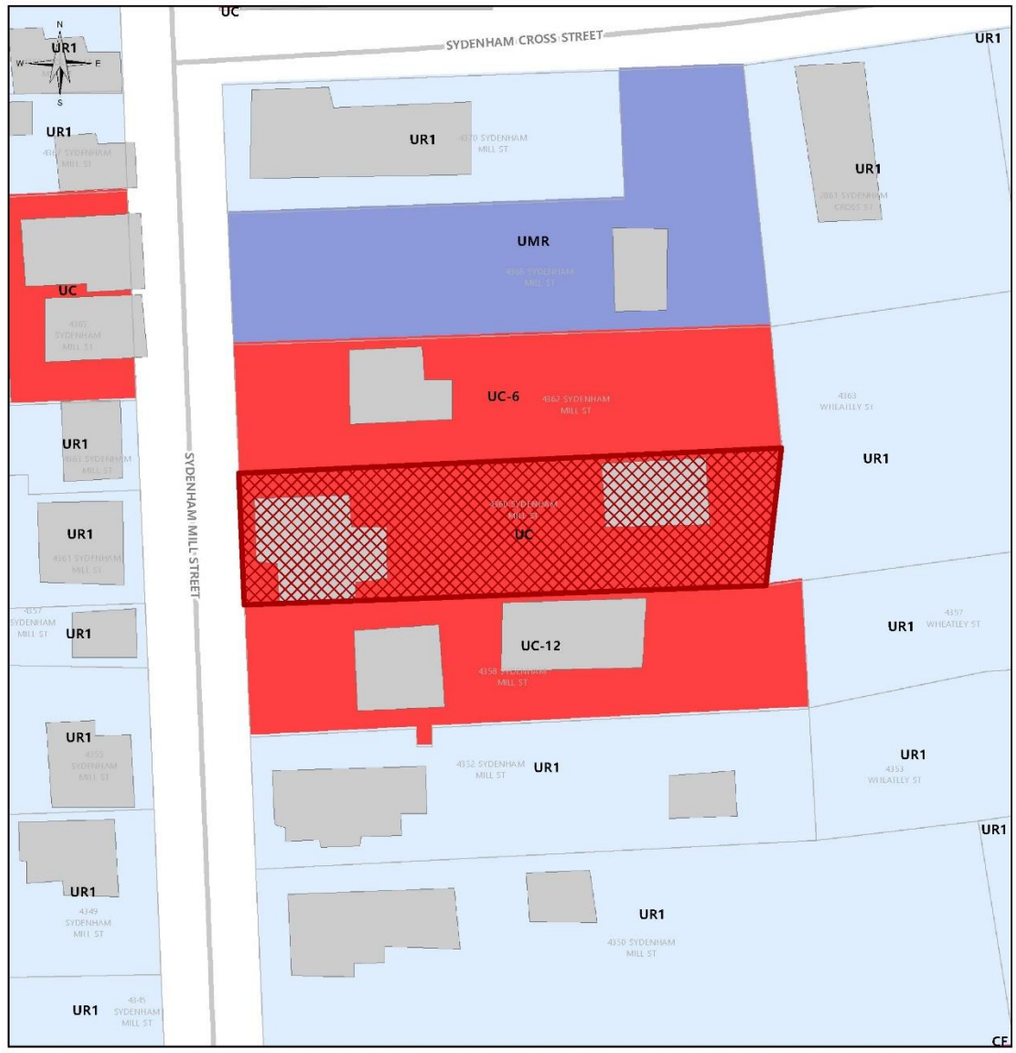
_____

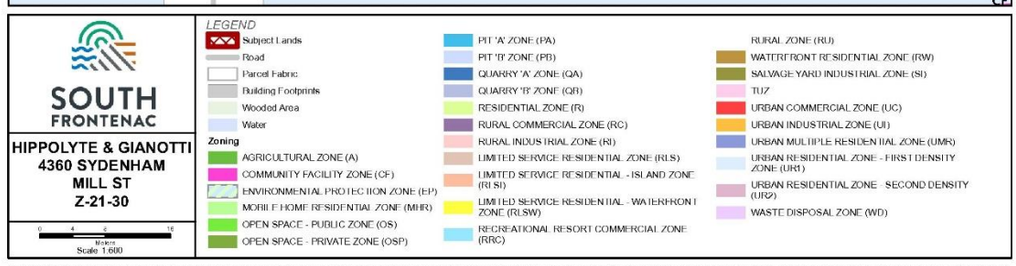
Angela Maddocks, Clerk

DRAFT

Schedule 1

This is Schedule “1” to By-law No. 2022-XX.





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UTM Projection NAD 83 | Date: 2021 12 28

Passed this ##th day of MONTH, 2022

_____

Ron Vandewal, Mayor

_____

Angela Maddocks, Clerk

Township of South Frontenac

Staff Report

To:	Council
Prepared by:	Development Services Department
Date of Meeting:	February 1, 2022
Subject:	**Rogers Telecommunications Tower Proposal Project C8552 – Opinicon Rd & Maple Leaf Rd**

Summary

Rogers Communication is proposing a new 91.5m guyed telecommunications tower near Opinicon Road & Maple Leaf Road, on a property known as Part Lots 20 to 22, Concession 10, Loughborough District. Rogers is requesting the Township pass a resolution concurring with the proposal to locate the telecommunications tower on this property and send a letter to Innovation, Science and Economic Development Canada (formerly Industry Canada) indicating whether the Township concurs with this proposal.

Recommendation

THAT the Township of South Frontenac concur with the proposal by Rogers Communications Canada Inc. to erect a wireless communication installation on lands known as RP 13R12105, Parts 3 & 7 and RP 1318104, Parts 2 & 3, Concession 10, Part Lots 20 to 22, Loughborough District, South Frontenac (PIN 36282-0289); and,

THAT the proposal is compliant with the requirements of ISED Canada's default protocol CPC-2-0-03 Issue 5 (July 2014) "Radiocommunication and Broadcasting Antenna Systems", and all obligations for the municipal and public consultation requirements have been met; and,

THAT staff send a statement of concurrence to Rogers Communication Inc. and Innovation, Science and Economic Development Canada.

Background

Rogers Communication Inc. (Rogers) is proposing a new 91.5m guyed tower telecommunications facility and an ancillary equipment structure surrounded by chainlink fencing, near the intersection of Opinicon and Maple Leaf Roads.

The site location is proposed on the southern portion of the property north of Opinicon Road, and just east of Maple Leaf Road, approximately 57m from the road. The tower is located near the Cataraqui Trail that runs parallel to Opinicon Road in this location.

The closest tower is approximately 6.5km from the proposed location. This new tower will provide improved coverage for local residents and the traveling public. The design of the tower is a 91.5m guyed tower which will provide ample space for future co-location opportunities.

Rogers Communication provided the Township with a Site Selection and Justification Report (attachment 1) and a Consultation Summary report (attachment 2).

Cell tower licences are approved by Innovation, Science and Economic Development Canada (ISED, formerly Industry Canada). The provisions of the Ontario Planning Act and other municipal by-laws and regulations do not apply to federal undertakings. However, as part of the approval process, a proponent is required to obtain a letter of concurrence from the municipality in which a telecommunications tower is to be located.

A municipality may issue a Statement of Concurrence supporting the proposal; a Conditional Letter of Concurrence indicating support for the proposal if certain conditions are met, or a Letter of Non-concurrence if it does not support the proposal.

Discussion/Analysis

Rogers requires a resolution from the Township indicating support of its application and a statement of concurrence with the application as part of the Industry Canada (IESD) approval process of issuing a licence for the communication towers. If they do not receive the resolution and letter, Rogers can petition Industry Canada for a decision.

Throughout the Official Plan consultations in 2019 - 2021 – there has been strong public support for increased internet and cellular services in the Township – and this demand has only been strengthened during the COVID pandemic with a growing number of residents working from home and the need for business to provide their goods and services online. Increased cellular coverage also improves safety and connectivity for residents and visitors to the Township and assists staff in delivering modern and efficient services throughout the Township.

While the Township is not the approval authority for telecommunication towers, it does have an important role in indicating to IESD whether or not it supports the Tower proposal.

Financial Implications

None. This project will be undertaken by Rogers Communication at no expense to the Township.

Relationship to Strategic Plans

☐ Not applicable to this report.

☒ This initiative is supported by the following priorities of the 2019-2022 Strategic Plan.

- Priority: **4. Be a catalyst for the creation of vibrant, complete communities.**
- Action Item (if applicable): N/A

Notice/Consultation

If a municipality does not have its own public consultation policy for cell towers, the IESD consultation process is used. South Frontenac Township does not have a Local Protocol for cell tower siting.

Rogers provided a Public Notification Package to the seven property owners within the required 274.5m radius of the proposed installation. The notice was issued by regular mail on November 1st, 2021. The notice described the proposal and invited comments by mail, electronic mail, or phone before December 4th, 2021.

A newspaper ad was also published in the November 4th, 2021 edition of The Frontenac News notifying the public of the proposal and inviting residents to provide comments within 30 days of the notice.

Rogers forwarded a copy of all public comments on this project directly to the Township, along with their responses. A summary of the comments provided to the Township from Rogers is included in the table below. Rogers also provided a consultation summary report.

Date	Public Comment	Response from Rogers
November 6, 2021	I am so happy this tower is proposed. This area has a dead zone and a lot of people will benefit from it.	No response
November 6, 2021	I approve of the installation of a tower on Opinicon Road and Maple Leaf Road	No response
November 5, 2021	Getting decent internet service has always been an issue in the 19 years of living here. Do you know what the range will be for this tower?	This tower should definitely improve Rogers service where you are. You are located about 1.6km from the tower and there is a good line of site between you and the tower.
November 6, 2021	We support the Rogers tower in South Frontenac	No response
November 6, 2021	We would like to express support as we purchased family property in the area last summer but are based in Kitchener-Waterloo. Both my husband and I work remotely in the technology space and it would greatly benefit us to be able to spend extended amounts of time at our lake property.	No response

South Frontenac Staff

The following internal stakeholders were consulted in the development of this report:

- Troy Dunlop, Manager of Technical Services and Infrastructure
- Tom Berriault, Chief Building Official
- Christine Woods, Senior Planner

Township staff are supportive of the project as it will improve telecommunications coverage in the area and assists with EORN's goal of increasing of bringing critical communication services to Eastern Ontario. This location was selected through a joint effort between Rogers and the EORN project planning group.

Staff are satisfied that Rogers Communication Inc. has complied with the consultation requirements of *ISED Canada's default protocol CPC-2-0-03 Issue 5 (July 2014) "Radiocommunication and Broadcasting Antenna Systems".*

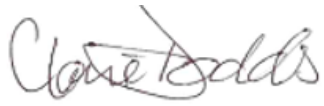
It is noted that an entrance permit may be required from the Township for this project.

Attachments

1. Site Selection and Justification Report – Rogers Communication
2. Consultation Summary Report - Rogers Communication

Approvals

Submitted By:



Claire Dodds, Director of Development Services, MCIP, RPP

Approved By:

Neil Carbone, Chief Administrative Officer

December 6th, 2021

The Township of South Frontenac
4432 George St. Box 100
Sydenham ON, K0H 2T0
Tel: (613) 376-3027

Attention: Emily Caird, Executive Assistant & Communications Officer

Dear Ms. Caird,

Re: Proposed Wireless Communication Site: C8552 Opinicon Rd & Maple Leaf Rd

On behalf of Rogers Communication Inc. ("Rogers"), I would like to submit for your review and consideration a summary of the municipal and public consultation process for the purpose of issuing a statement of concurrence concerning a proposed wireless communication site to be located on Opinicon Rd.

Project Description & Proposed Location

Rogers is constantly improving and expanding its infrastructure to meet the ever-growing demand for high-quality reliable wireless voice and data services. The proposed site is needed to improve our wireless voice and data services in the community.

The proposed wireless communication installation consists of a 91.5m guyed communication tower and a walk-in equipment cabinet located within an enclosed compound.

Municipal & Public Consultation Process

Rogers is regulated and licensed by Innovation, Science and Economic Development Canada (ISED, formerly Industry Canada) to provide inter-provincial wireless voice and data services. As a federal undertaking, Rogers is required by ISED to consult with land-use authorities in siting tower locations. The consultation process established under ISED's authority is intended to allow the local land-use authorities the opportunity to address land-use concerns while respecting the federal government's exclusive jurisdiction in the siting and operation of wireless and data systems.

The provisions of the Ontario Planning Act and other municipal by-laws and regulations do not apply to federal undertakings. Rogers is, however, required to follow established and documented wireless protocols or processes set forth by land-use authorities.

Rogers submitted an Application for an Antenna System to the Township of South Frontenac via email on October 15th, 2021 for a wireless communications installation to be located on Opinicon Rd.

The Township of South Frontenac has not developed a protocol relevant for establishing telecommunication facilities in the Township and as a result, Rogers is following Innovation, Science and Economic Development (ISED) Canada's CPC-2-0-03 Default Protocol as it pertains to the public notification and consultation required for communication towers.

Rogers provided the attached Public Notification Package to the seven property owners within the required 274.5m radius of the proposed installation. The notice was issued by regular mail on November 1st, 2021. The notice described the proposal and invited comments by mail, electronic mail, or phone before December 4th, 2021.

A newspaper ad was also published in the November 4th, 2021 edition of The Frontenac News notifying the public of the proposal and inviting residents to provide comments within 30 days of the notice.

Five comments supporting the proposed tower were received. The comments are attached to the email with this consultation summary and concurrence request.

Rogers has now fulfilled all circulation requirements under ISED's Default Protocol as they pertain to the proposed new communication site to be located on Opinicon Rd.

Rogers has followed all the necessary steps in accordance with the Default Protocol's guidelines by:

- consulting with the municipality;
- advising the public of our proposal;
- addressing all reasonable and relevant concerns pertaining to our proposal; and
- keeping and producing all associated communications to Industry Canada and the municipality.

Conclusion

Rogers takes concerns or suggestions expressed by the public as important elements to our proposal. As a result of the consultation process, three comments supporting the proposed tower were received from the public.

Rogers feels that the proposed site is well located to provide improved wireless voice and data services in the targeted area. The proposed site is also situated and designed so as to have minimal impact on surrounding land uses.

Request for Concurrence

Rogers has now fulfilled all the requirements under ISED's Default Protocol as they pertain to the proposed new telecommunications site on Opinicon Rd.

In order to conclude this land-use consultation and meet ISED's requirements, Rogers Communications Inc. respectfully requests that our proposal be considered complete and that the Township of South Frontenac move forward with the assessment of the process Rogers has undertaken to date.

Rogers also requests that the Township of South Frontenac issue a formal Letter of Concurrence to Rogers with a copy to ISED in order to permit Rogers to move forward with the installation of the proposed wireless communication site.

Yours Truly,

Christian Lee, Site Acquisition Specialist
On behalf of Rogers Communications Inc., Network Implementation
(613) 799-9900

Site Selection/Justification Report – Wireless Communications Site

Prepared for: The Township of South Frontenac

Rogers Site: C8552 Opinicon Rd & Maple Leaf Rd

Rogers Communications Inc. | 8200 Dixie Road | Brampton ON L6T 0C1
Christian Lee | Municipal Relations | (613) 799-9900

Introduction

Like many areas of the province, your community is experiencing a growing demand for wireless services. As people rely more on wireless devices such as smartphones, tablets and laptops for business and personal use, network improvements are required to ensure high quality voice and data services are available.

This document outlines the site selection process in accordance with the requirements of Innovation, Science and Economic Development Canada's (ISED) Spectrum Management and Telecommunications Policy, CPC-2-0-03, Issue 5[1] (CPC) updated Jul. 15, 2014 and provides a description of the system to be installed on the property north of Opinicon Rd., and just east of Maple Leaf Rd., approximately 57m from the road.

Telecommunications is a powerful economic enabler that promotes home occupations, teleworking, telecommuting and improved community networking and information dissemination. This site is part of the EORN Cell Gap Project.

Background and Coverage Requirement

A wireless telecommunications facility is a puzzle piece in a very complex radio network, whether that site is situated in an urban, suburban or rural setting. Customer demand and sound engineering principles direct where sites are required to be located. As people rely more on wireless devices such as smartphones, tablets and laptops for business and personal use, network improvements are required to ensure high quality voice and data services are available. In order for a wireless network to be reliable, an operator must provide "seamless" coverage so that gaps in the network are avoided. Gaps create dropped calls and overall poor service to customers. Rogers is committed and mandated by its license to ensure the best coverage and service to the public and private sectors.

The proposed site will achieve the necessary engineering coverage objectives for our network. The location will provide much relied upon communication services in the area such as EMS Response, Police and Fire; improved wireless signal quality for the local residents, those traveling along the major roads, as well provide local subscribers with wireless network coverage and capacity for products and services such as iPhones, Smartphones, Tablets and wireless internet through the Rogers Rocket Stick technology in the surrounding area.

Rationale for New Telecommunication Infrastructure

In identifying a potential new tower location and design, Rogers examined the surrounding area, assessed the visibility of the structure and considered a possible structure design. Rogers evaluated the best location for a new facility using the following criteria:

a) **Technical Requirements**

The performance of a wireless network is dependent on the geographical location of its equipment, height of its antennas, line-of-sight requirement, the demand customers place on the network, as well as proximity to our users.

Please refer for the following page for an aerial outlining the site location (Figure 1).

[1] http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/h_sf06136.html

Figure 1 – Aerial of the proposed location.

b) **Coverage Objectives**

Rogers' Network Planning and Engineering departments have determined that the placement of this site will provide a dramatic improvement in service for the area and will meet the coverage objectives.

c) **Evaluation of Existing Structures**

When a part of a network requires improvement, the first step is to evaluate existing structures that are located within the specific geographical area offering the required height and that may be available to support new equipment or to use for co-location.

During the site selection process for this proposed installation, Rogers determined that no other existing infrastructure opportunity was available in our target area that was suitable for our network. The closest tower is roughly 6.5km from the proposed location and it is simply too far from the coverage area to be effective.

The map below (Figure 4) illustrates the proposed location in relation to the other existing structure assessed. Please also refer to the table provided below for site location and associated height – (Figure 5).

Figure 4 – Existing structures map

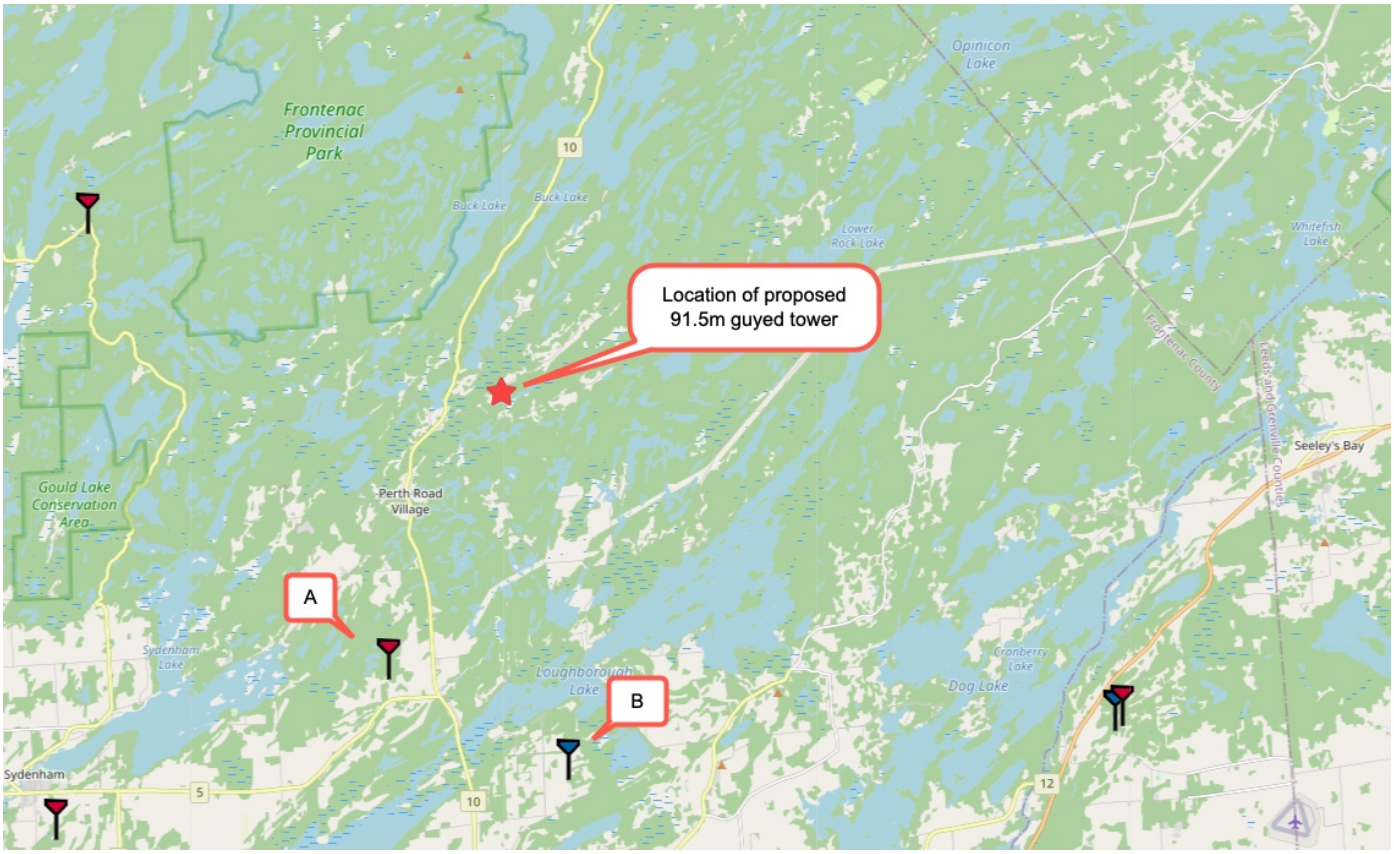


Figure 5 – Existing structure table

Existing Structure	Carrier	Height	Distance	Design	Reason for Unsuitability
A	Rogers	80m	6.5km	Guyed Tower	Too far away
B	Bell	75m	8.5km	Guyed Tower	Too far away

d) **Land-Use Considerations**

Rogers' site selection process is a balanced exercise that must meet Rogers' network coverage objectives, respect local land-use constraints, listen to community concerns, while at the same time reflecting Rogers obligation to its customers to provide a high quality of service.

From a technical standpoint, the proposed site location is within the search radius and will provide optimal coverage to the desired area. The tower footprint will be using only a small fraction of the property owner's large lot. Access to the site will be from a new entrance from Opinicon Rd. and will not disturb the land-owner's current use of the property or affect community traffic flow.

Proposed Facility Location and Site Details

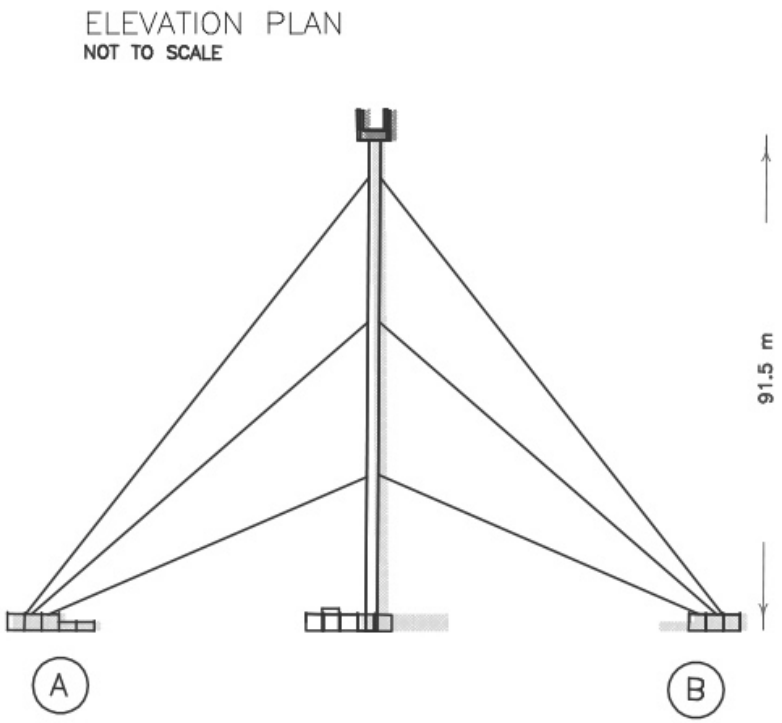
The site as proposed will be a 91.5m guyed tower installation.

Geographic coordinates: 44.484367, -76.469614

All efforts have been made to minimize the number of cellular base station locations required throughout the targeted area and yet allow for a network design which can adequately provide wireless voice and data service to our existing and new customer base.

Please also refer below for a sample of the installation for your reference (Figure 6). An additional package of photo simulations is provided with this report. The viewscapes simulate the view of the proposed installation from different locations. The process of simulating the proposed facility into the existing conditions of the viewscapes was done by superimposing an image of the proposed structure on the photographs taken for those viewscapes.

Figure 6 – Sample image of proposed installation



Site Selection

Rogers strives to be sympathetic to the surrounding land-use features and takes all reasonable steps required by local land use authority to mitigate concerns with respect to planning and environmental matters. It is important to note that the selection of a site for a telecommunication antenna support structure does not occur randomly.

Among the factors considered are:

1. expected usage patterns of service and proximity to users
2. local topography and building types
3. interaction with existing and future sites
4. line of sight requirements for high quality communications
5. opportunities to use existing structures
6. availability of a willing landlord
7. the industry's commitment to high service standards and customer satisfaction.

The following are some of the considerations used by Rogers in development criteria of the proposal:

- The proposed site location is on the southern portion of the property owners' large lot, approximately 57m from Opinicon Rd.

- Design selected for this proposal is appropriate considering the area context and will best achieve our objectives, as well as provide for future co-location opportunities of other wireless service providers in an attempt to reduce the number of structures in the area.

- Access to the property for construction and maintenance purposes will be via new access to the property to minimize any disturbance to the property's current use.

- The installation will have no impact on the watershed or the wells, water quality or any water systems. No chemicals, pesticides or herbicides that could potentially have an adverse effect on the water systems will be contained on our structure or the associated walk-in radio equipment cabinet.

- During construction, precautions will be taken to minimize any disruption to the current operation on the site and to the surrounding residents. Once site is in-service, there will be no noise associated with the daily operation of the installation.

The site will occupy a compound area of approximately 9.5m x 7.6m, surrounded by 2.4m high chain link security fence. The compound also contains a walk-in equipment cabinet (WIC) containing radio equipment, backup battery power, maintenance tools, manuals and a first aid kit. The installation is equipped with a silent alarm system.

The site is designed to provide 3-sectored 700, 2100, MHz LTE and 5G services. It will also accommodate future TBD technologies.

Rogers considers this location and design ideal to provide superior coverage levels and service to Rogers' customers.

Municipal and Public Notification

Rogers has a strong history of consultation with municipalities and understands the importance of land-use protocols and transparency in consultation.

As the provisions of the *Ontario Planning Act* and other municipal by-laws and regulations do not apply to federal undertakings, wireless communication facilities are not required to obtain municipal permits. However, Section 4.1 of the CPC, states that the concerns and suggestions expressed by land-use authorities are important elements to be considered by proponents when installing or modifying antenna systems. ISED requires that consultation be undertaken with the appropriate land-use authorities to ensure those authorities are aware of significant structures within their boundaries and so that local land-use issues can be raised, while respecting the federal government's jurisdiction in the siting and operation of wireless voice and data systems.

The Township of South Frontenac has not developed its own protocol for establishing telecommunication facilities in the Township. Therefore, in this instance Rogers will be following ISED's default protocol.

The protocol outlines the land-use consultation process relevant to evaluating wireless communication installation proposals. In accordance with this policy, proponents must provide a notification package to the local public within a radius of three times the height of the tower, or 274.5m in this instance. A notice will also be provided to the Township of South Frontenac and the ISED regional office.

Concurrent to the mailing of a Public Consultation package, Rogers will also place a notice in the November 4th edition of the Frontenac News.

Federal Requirements

In addition to the requirements for consultation with municipal authorities and the public, Rogers must also fulfill other important obligations including the following:

Canadian Environmental Assessment Act

ISED requires that the installation and modification of antenna systems be done in a manner that complies with appropriate environmental legislation. This includes the Canadian Environmental Assessment Act, 2012 (CEAA 2012), where the antenna system is incidental to a physical activity or project designated under CEAA 2012, or is located on federal lands.

Rogers attests that the radio antenna system as proposed for this site is not located within federal lands or forms part of or incidental to projects that are designated by the Regulations Designating Physical Activities or otherwise designated by the Minister of the Environment as requiring an environmental assessment. In accordance with the Canadian Environmental Assessment Act, 2012, this installation is excluded from assessment. For additional detailed information, please consult the Canadian Environmental Assessment Act)[2].

[2] http://laws-lois.justice.gc.ca/eng/acts/C-15.21/

Transport Canada's Aeronautical Obstruction Marking Requirements

Aerodrome safety is under the exclusive jurisdiction of NAV Canada and Transport Canada. An important obligation of Rogers' installations is to comply with Transport Canada / NAV CANADA aeronautical safety requirements. Transport Canada will perform an assessment of the proposal with respect to the potential hazard to air navigation and notify Rogers of any painting and/or lighting requirements for the antenna system. Rogers will submit the appropriate applications and expects lighting to be required for this site. Rogers Communications Inc. attests that the radio antenna system described in this notification package will comply with Transport Canada / NAV Canada aeronautical safety requirements.

For additional detailed information, please consult Transport Canada[3].

Health Canada's Safety Code 6 Compliance

Health Canada is responsible for research and investigation to determine and promulgate the health protection limits for Exposure to the RF electromagnetic energy. Accordingly, Health Canada has developed a guideline entitled "Limits of Human Exposure to Radiofrequency Electromagnetic Field in the Frequency Range from 3kHz to 300 GHz – Safety Code 6".

The exposure limits specified in Safety Code 6 were established from the results of hundreds of studies over the past several decades where the effects of RF energy on biological organisms were examined. Radiocommunication, including technical aspects related to broadcasting, is under responsibility of the Ministry of Industry (Innovation, Science and Economic Development Canada), which has the power to establish standards, rules, policies and procedures. ISED, under this authority, has adopted Safety Code 6 for the protection of the general public. As such, ISED requires all proponents and operators to ensure that their installations and apparatus comply with the Safety Code 6 at all times.

Rogers Communications Inc. attests that the radio antenna system described in this notification package will at all times comply with Health Canada's Safety Code 6 limits, as may be amended from time to time, for the protection of the general public including any combined effects of additional carrier co-locations and nearby installations within the local radio environment.

More information in the area of RF exposure and health is available on the Health Canada's website under Environmental and Workplace Health[4] and Safety Code Health Canada's Radiofrequency Exposure Guidelines[5].

[3] http://www.tc.gc.ca/eng/civilaviation/regserv/cars/part6-standards-standard621-3808.htm

[4]http://www.hc-sc.gc.ca/ewh- semt/radiation/cons/stations/index-eng.php\

[5]https://www.canada.ca/en/health-canada/services/environmental-workplace-health/reports-publications/radiation/safety-code-6-health-canada-radiofrequency-exposure-guidelines-environmental-workplace-health-health-canada.html

Engineering Practices
Rogers attests that the radio antenna system as proposed for this site will be constructed in compliance with the National Building Code and The Canadian Standard Association and comply with good engineering practices including structural adequacy.

Innovation, Science and Economic Development Canada's Spectrum Management (ISED)
Please be advised that the approval of this site and its design is under the exclusive jurisdiction of the Government of Canada through ISED. For more information on ISED's public consultation guidelines including CPC-2-0-03[6] contact your local ISED office at spectrumenod-spectredeno@ised-isde.gc.ca or at the below noted address:

Innovation, Science and Economic Development Canada
Spectrum Management
Eastern Ontario District Office
2 Queen Street East, Sault Ste. Marie, ON, P6A 1Y3
Telephone: 1-855-465-6307
Fax: 705-941-4607
Email: spectrumenod-spectredeno@ised-isde.gc.ca
Web: http://www.ic.gc.ca/eic/site/smt-gst.nsf/fra/h_sf01702.html

General information relating to antenna systems is available on ISED's Spectrum Management and Telecommunications website[7].

Public consultation obligations

Rogers Communications Inc. is committed to effective public consultation. The public will be invited to provide comments to Rogers about this proposal by mail, electronic mail or phone.

ISED's rules contain requirements for timely response to all questions, comments or concerns. We will acknowledge receipt of all communication within ***14 days*** and will provide a formal response to the Township and those members of the public who communicate to Rogers, within ***60 days***. The members of the public who communicated with Rogers will then have ***21 days*** to review and reply to Rogers as a final response.

Proponent's Contact Information - Rogers Communications Inc.

Christian Lee
Wireless Site Specialist
Eric Belchamber & Associates
337 Autumnfield St.
Kanata, ON, K2M 0J6
(613) 799-9900
christian.lee@rogers.com

[6] http://www.ic.gc.ca/epic/site/smt- gst.nsf/en/sf08777e.html

[7] http://www.ic.gc.ca/epic/site/smt-gst.nsf/en/home

Conclusion

Reliable wireless communication services are a key element of economic development across Canada. It facilitates the growth of local economies by providing easy access to information, and connectivity for residents and businesses alike.

The infrastructure proposed is suitable for the development over the long term and protects public health and safety and is a powerful economic enabler.

In response to this growing demand for wireless services, Rogers has worked to find the most suitable location for a new telecommunications structure in efforts to provide improved wireless services in the area to its residents, businesses and the traveling public.

In addition to meeting consumer needs, technological upgrades are also critical to ensuring the accessibility of emergency services such as fire, police and ambulance. Wireless communications products and services, used daily by police, EMS, firefighters and other first responders, are an integral part of Canada's safety infrastructure.

Rogers feels that the proposed site is well located to provide improved wireless voice and data services in the targeted area. The proposed location is also situated and designed to have minimal impact on surrounding land uses.

Rogers looks forward to working with the Township of South Frontenac to provide improved wireless services to the community.

Should you have any further questions or comments, please feel free to contact me via email at christian.lee@rogers.com, or via phone at (613) 799-9900.

Sincerely,

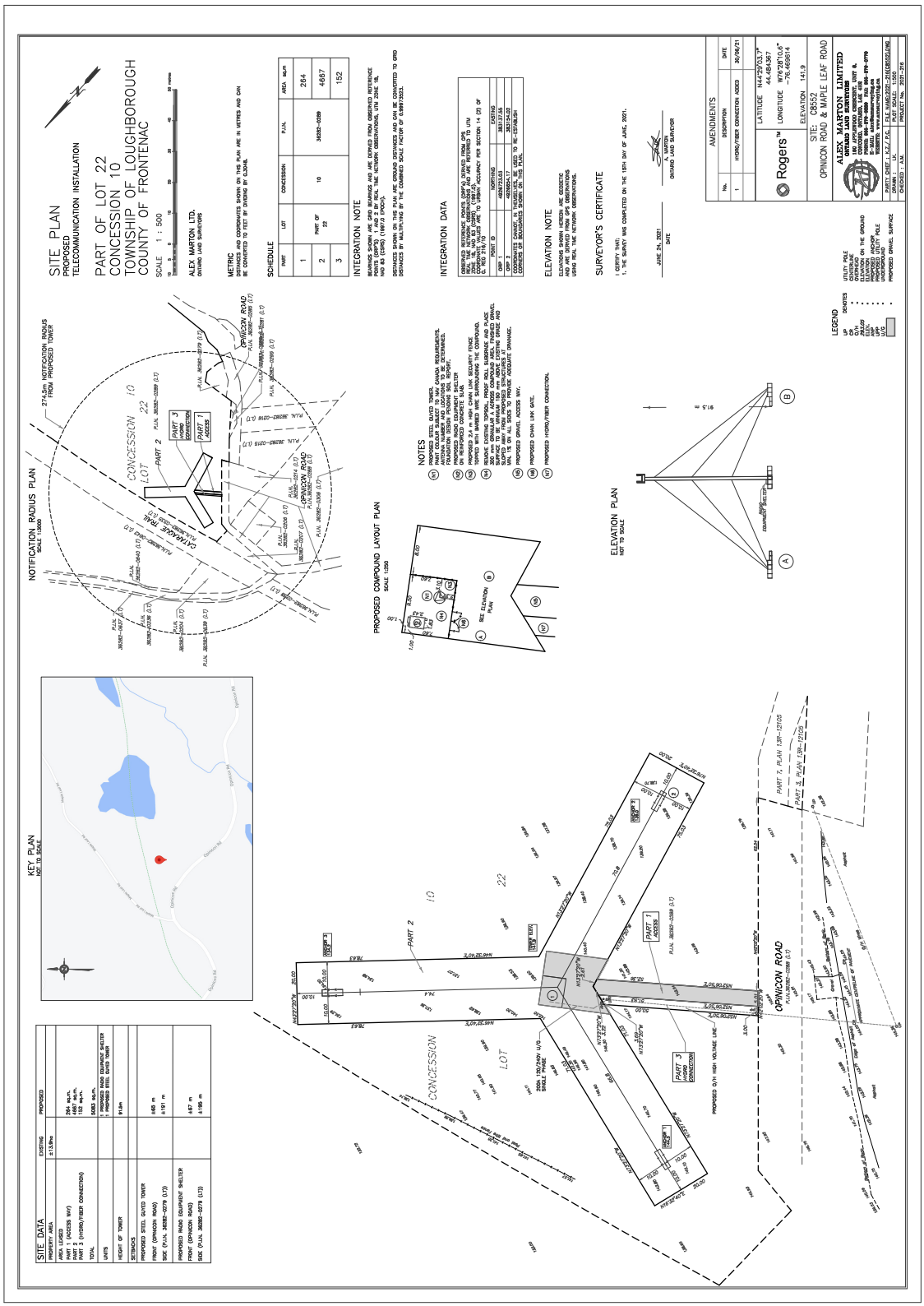
Christian Lee
Wireless Site Specialist
Eric Belchamber & Associates
337 Autumnfield St.
Kanata, ON, K2M 0J6
(613) 799-9900
christian.lee@rogers.com

APPENDIX 1

Public Consultation Package

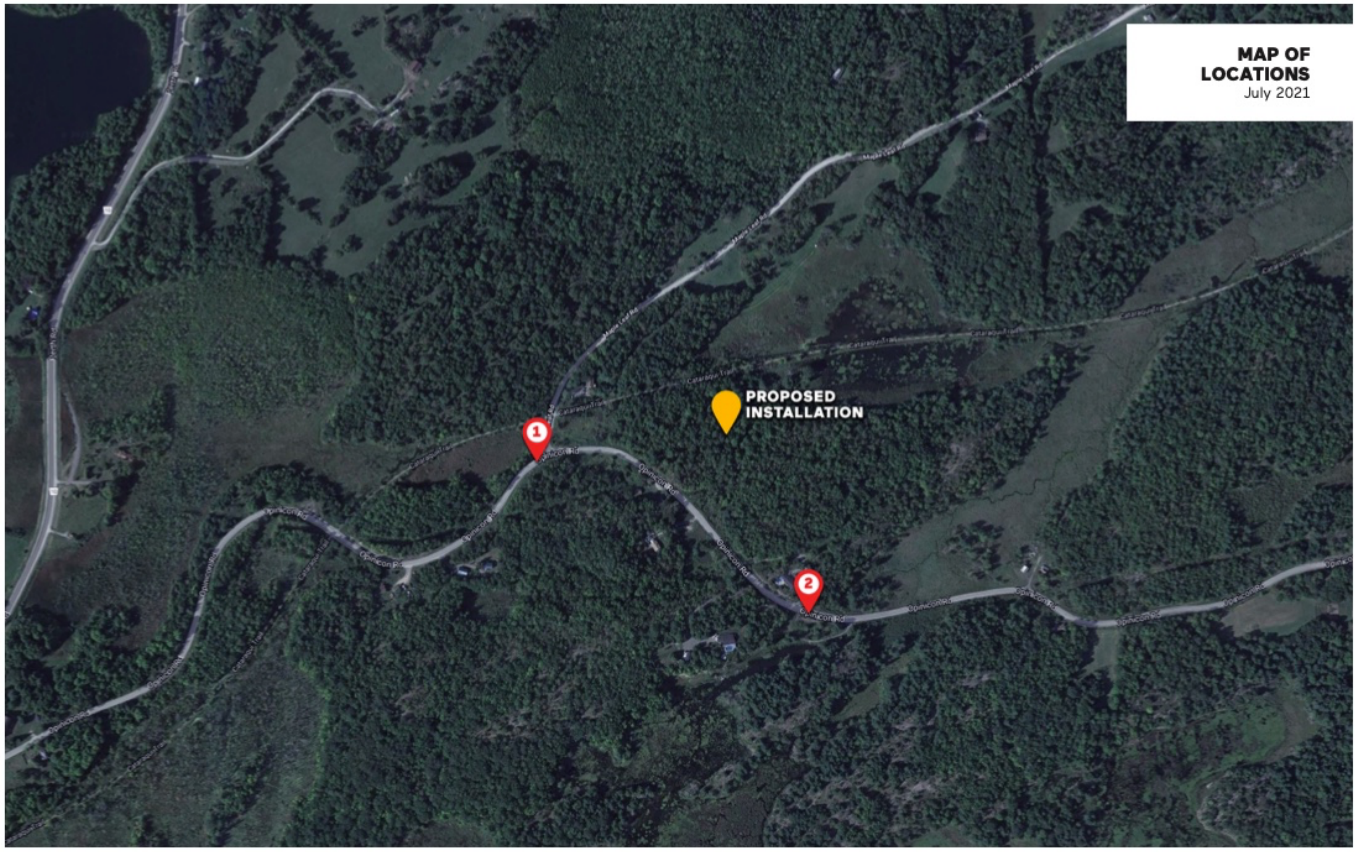
*Attached separately

APPENDIX 2: Site Survey



APPENDIX 3

Photo Simulations Package



C8552 OPINICON ROAD & MAPLE LEAF ROAD

ROGERS

Simulations by **Futil.** www.futildesign.com

ROGERS

C8552 OPINICON ROAD & MAPLE LEAF ROAD
APPROXIMATE DISTANCE BETWEEN THE PROPOSED INSTALLATION AND THE VIEWPOINT : 259 METRES

ROGERS

Simulations by **Futil.** www.futildesign.com

* This illustration is a visual simulation. The end result, upon construction of this telecommunications tower, could differ from the illustration.

C8552 OPINICON ROAD & MAPLE LEAF ROAD
APPROXIMATE DISTANCE BETWEEN THE PROPOSED INSTALLATION AND THE VIEWPOINT : 271 METRES

ROGERS

Simulations by **Futil.** www.futildesign.com

* This illustration is a visual simulation. The end result, upon construction of this telecommunications tower, could differ from the illustration.

ROGERS

Township of South Frontenac

Staff Report

To:	Council
Prepared by:	Development Services Department
Date of Meeting:	February 1, 2022
Subject:	**Rogers Telecommunications Tower Proposal Project C8689 – Dewitt Rd & Timmerman's Island**

Summary

Rogers Communication is proposing a new 91.5m guyed telecommunications tower near Dewitt Road & Timmerman's Island, on Part Lot 25, Concession 6, Bedford District. Rogers is requesting the Township pass a resolution concurring with the proposal to locate the telecommunications tower on this property and send a letter to Innovation, Science and Economic Development Canada (formerly Industry Canada) indicating whether the Township concurs with this proposal.

Recommendation

THAT the Township of South Frontenac concur with the proposal by Rogers Communications Canada Inc. to erect a wireless communication installation on lands known Part Lot 25, Concession 6, Bedford District, South Frontenac (PIN 36240-0040); and,

THAT that the proposal is compliant, with the requirements of ISED Canada's default protocol CPC-2-0-03 Issue 5 (July 2014) "Radiocommunication and Broadcasting Antenna Systems", and all obligations for the municipal and public consultation requirements have been met; and,

THAT staff send a statement of concurrence to Rogers Communication Inc. and Innovation, Science and Economic Development Canada.

Background

Rogers Communication Inc. (Rogers) is proposing a new 91.5m guyed tower telecommunications facility and an ancillary equipment structure surrounded by chainlink fencing, to be located at the property east of Burns Rd., across from Karns Rd, Tichborne**.** The project name refers to its location as Dewitt Rd & Timmerman's Island.

The site location proposed is on the western portion of the property along Burns Rd., near Karns Ln., approximately 86m from the road. The closest tower is approximately 9.3 km

from the proposed location. This new tower will provide improved coverage for the community and the traveling public. The design of the tower is a 91.5m guyed tower which will have ample space for future co-location opportunities.

Rogers Communication provided the Township with a Site Selection and Justification Report (attachment 1) and a Consultation Summary report (attachment 2).

Cell tower licences are approved by Innovation, Science and Economic Development Canada (ISED, formerly Industry Canada). The provisions of the Ontario Planning Act and other municipal by-laws and regulations do not apply to federal undertakings. However, as part of the approval process, a proponent is required to obtain a letter of concurrence from the municipality in which a telecommunications tower is to be located.

A municipality may issue a Statement of Concurrence supporting the proposal; a Conditional Letter of Concurrence indicating support for the proposal if certain conditions are met, or a Letter of Non-concurrence if it does not support the proposal.

Discussion/Analysis

Rogers requires a resolution from the Township indicating support of its application and a statement of concurrence with the application as part of the Industry Canada (IESD) approval process of issuing a licence for the communication towers. If they do not receive the resolution and letter, Rogers can petition Industry Canada for a decision.

Throughout the Official Plan consultations in 2019 - 2021 – there has been strong public support for increased internet and cellular services in the Township – and this demand has only been strengthened during the COVID pandemic with a growing number of residents working from home and the need for business to provide their goods and services online. Increased cellular coverage also improves safety and connectivity for residents and visitors to the Township and assists staff in delivering modern and efficient services throughout the Township.

While the Township is not the approval authority for telecommunication towers, it does have an important role in indicating whether or not it supports the Tower proposal.

Financial Implications

None. This project will be undertaken by Rogers Communication at no expense to the Township.

Relationship to Strategic Plans

☐ Not applicable to this report.

☒ This initiative is supported by the following priorities of the 2019-2022 Strategic Plan.

- Priority: 4. Be a catalyst for the creation of vibrant, complete communities.
- Action Item (if applicable):N/A

Notice/Consultation

If a municipality does not have its own public consultation policy for cell towers, the IESD consultation process is used. South Frontenac Township does not have a Local Protocol for cell tower siting.

Rogers provided the attached Public Notification Package to the ten property owners within the required 274.5m radius of the proposed installation. The notice was issued by regular mail on November 1st, 2021. The notice described the proposal and invited comments by mail, electronic mail, or phone before December 4th, 2021.

A newspaper ad was also published in the November 4th, 2021 edition of The Frontenac News notifying the public of the proposal and inviting residents to provide comments within 30 days of the notice.

Rogers forwarded a copy of all public comments on this project directly to the Township, along with their responses. A summary of the comments provided to the Township from Rogers is included in the table below. Rogers also provided a consultation summary report.

Date	Public Comment	Response from Rogers
January 17,2022 Comment provided outside of Rogers formal commenting period	The tower will be seen as a blight on the horizon and depress property values for those who look directly at the tower. I hope the Township will object to the construction of the Tower.	There is no basis for a claim that towers have a negative impact on property values. The tower will not dominate the horizon. It is always Rogers' intention to minimize impact to area sightlines, but this has to be balanced with the core objective of providing services. Moving the tower 500m one way or another could mean leaving dozens of cottages without service.
November 13, 2021	Conflicted between the aesthetics impact to our pristine environment and losing the horizon line to this structure versus the improvement to our current spotty (at best) coverage. I question the need for 300 ft tower given the elevation of the hill already. Maybe	Planning a tower requires significant time and extensive planning. The area terrain and site elevation was included in the analysis and a 40m camouflaged tower is not a viable option. There isn't a solution that works and pleases everyone.

	there is only need for a 40m camouflaged tower.	
November 6, 2021	We are in support of the Rogers Tower	No response
November 12, 2021	I am for the cell phone towers on Bobs Lake, full height. About time.	No response
November 15, 2021	I wanted to find out the service area for the proposed towers and how much that might change with shorter towers.	There is no option for several shorter towers. There are both technical limitations as well as serious budgetary obstacles to a solution like that, even if technical challenges could be overcome.
November 26, 2021	We wish to voice support for the cell towers. There is a safety issue in and around our area because we lack cell phone coverage. With climate change we are unable to receive early weather warnings or alerts with the current coverage.	No response
November 12, 2021	Wonderful! I suppose it will take a few years to construct the tower.	Construction is TBD, and based on approvals. Best guess is in-service date of late 2022 or 2023.
November 12, 2021	I am very pleased with the plans to construct a tower near Green Bay.	No response
December 3, 2021	Requesting the Tower to be moved to be farther from the Green Bay wetland – a minimum of 100m from the wetland. It is very important that dark skies be maintained and respected. The structure will be an eyesore from the north side of Green Bay wetland. Consider sighting the tower at the Green Bay Waste Disposal Site.	The proposed installation is subject to approvals from RVCA and the project will be compliant with all applicable regulations. Dark Skies – Transport Canada determines lighting requirements. Rogers does employ measures to minimize light spill below the facility. Aesthetic considerations – these are not generally considered reasonable or relevant. Rogers has sited the proposed tower to provide reasonable setback from the lake, in a spot naturally screened by large trees that meets network objective. A 1 km move would be significant and not considered at this time.

	Request additional renderings of additional viewpoints	Additional renderings – rendering viewpoints were reversed. We apologize.
December 4, 2021	My family strongly support the proposed Rogers tower. I can see how important this is for the betterment of our Lake community, and so our personal and work lives. Cell service is inadequate. It is well back from the water and it should not have any effect on sight lines around the lake.	No response
November 21, 2021	Tower design	Residents have asked about shorter, disguised towers. There are several technical and economic reasons why this approach is not possible. Wireless technology is highly reliant on lines of sight. Three smaller towers would be required in place of one 90m tower and would create "dead zones". Microwave uplink is required to connect these towers to the rest of the network. Microwave uplink antennas need to be higher than 40-45m for the to work in this area. To date – the economics (population over land mass) has not been sufficient to make a business case for any carrier to build one tower. The EORN Cell-Gap project uses public funds to bring the needed service to Bobs Lake.
November 15, 2021	Can equal service be obtained with a less intrusive tower? What quality of service is expected/guaranteed from a line-of-sight connection? What additional gear will be required from the	No, there are several economic and technical reasons why this isn't possible. Wireless technology is highly reliant on lines of sight. Three smaller towers would be required in place of one 90m tower and would create "dead zones". Microwave uplink is required to connect these towers to the rest of the network. Microwave uplink antennas need to be higher

	consumer to access the service? When is service expected to be available? What is the expected range of service offerings?	than 40-45m for the to work in this area. There is no economic case for this approach. There isn't any specific speed guarantee. The service will be compatible with any standard Rogers LTE/5G devices. In service date is TBD – but hoping for late 2022 or 2023. Rogers offers a broad range of products that work on the wireless network.
November 26,2021	Setbacks from the road Lights on tower Clarification of Viewpoint simulations Reception Shadow Reduce height to lessen obtrusive visual impact Location name is confusing	Rogers can confirm the tower will comply with all standards and setbacks that apply to towers within the municipality. Lighting is determined by Transport Canada. Efforts will be made to mitigate light spill below the tower. The simulations had to be created manually for the site. Viewpoints 1 and 2 are reversed in the public information package. Typically there is a shadow below the tower. There should still be excellent service withinthis shadow area. The antenna system height was chosen by Rogers as the best option to service the area. There is no potential to use a shorter towers as an feasible option. The name is selected early in the planning process before a final location is found.
November 9, 2021 & November 15, 2021	Tower height Tower design	In some parts of Ontario, lower towers have been deployed (40-45m) and some designed as pine trees to blend in. There are a number of technical and economic reasons why this isn't possible in this instance. Wireless technology relies on line-of-sight, so areas will hilly terrain make it necessary to build higher towers. If they are to be effective and have fewer dead zones.

		Building 3 towers is not economically (population over land mass) feasible. The site location was a joint effort between Rogers and the EORN Project planning group. This location was selected to provide best coverage. Relocating the tower to 3.5 kms away would drastically reduce the effectiveness of the project.
November 7, 2021 November 9, 2021 November 12, 2021	The application says Timmerman Island-Dewitt Lane but the tower is located on Burns Rd. Will the tower be connected with fibre or microwave backhaul? Will the tower have flashing red light? What services will be provided from the Tower? Will the tower be one of the new hidden towers to look like a pine tree similar to what Bell is doing in Muskokas? Tower density – puzzles why Bobs Lake is now blessed with 2 proposed towers. We are served by the Tichbourne tower about 17kms away and the Westport Tower about 25km away now. The service from these towers is adequate. Wouldn't it make sense to put the tower farther to provide more coverage on Bobs Lake.	Rogers assigned names and codes for proposed site early in the planning process and gives them names based on approximate location. The tower will be connected via microwave transmission. The tower lighting is TBD at this point. Transport Canada performs an assessment of the proposal with respect to the potential hazard to air navigation and will notify Rogers of any lighting requirements for the antenna systems. If lighting is required, shielding will be installed below the light to directly light only upwards and block light spill. The tower will provide advanced cellular voice and wireless services. Like Bell, Rogers has deployed towers/antenna systems in some areas with various concealing strategies like the well known monopole disguised as a pine tree. These concealed installations are typically 40-45m high, and appropriate of more populated areas. The tower will be similar in height and design to the Bell tower along Hwy 38. The location is the ideal spot to meet service objectives, both for coverage as well as capacity. Towers that are 17 to 25km away aren't providing any meaningful coverage. Many residents in the area have no coverage at all.

Rogers indicated that comments in support of the proposed tower were received from a significant number of property owners in the area. Feedback from the Greater Bob's Lake & Crow Lake Association Facebook group was very positive. From the Association: "*The response was overwhelmingly positive - with about 200 responses. There was only a handful of negative responses mostly from us located near the Burns Rd site*".

The Bobs and Crow Lake Association decided not to provide a letter of support but rather let members contact the Township and Rogers directly.

There were also comments submitted by the public suggesting that Rogers install multiple shorter towers in the area concealed as pine trees (commonly known as "monopines"). These comments were received shortly after the Greater Bob's Lake/Crow Lake Association sent a notification to their 275 members, as well as their 4000 member Facebook group. A copy of the Lake Association's letter is attached within the correspondence summary of the Association Director, Bill St. Arnaud (whose property is located near the proposed tower). The cost and technical limitations of these towers are such that they simply aren't practical nor possible in this instance.

South Frontenac Staff

The following internal stakeholders were consulted in the development of this report:

- Troy Dunlop, Manager of Technical Services and Infrastructure
- Tom Berriault, Chief Building Official
- Christine Woods, Senior Planner

Township staff are supportive of the project as it will provide maximum coverage in the local areas and assists with EORN's goal of increasing of bringing critical communication services to Eastern Ontario. This location was selected through a joint effort between Rogers and the EORN project planning group.

Staff are satisfied that Rogers Communication Inc. has complied with the consultation requirements of *ISED Canada's default protocol CPC-2-0-03 Issue 5 (July 2014) "Radiocommunication and Broadcasting Antenna Systems".*

It is noted that an entrance permit may be required from the Township for this project.

Attachments

1. Site Selection and Justification Report – Rogers Communication
2. Consultation Summary Report - Rogers Communication

Approvals

Submitted By:

Claire Dodds, Director of Development Services, MCIP, RPP

Approved By:

Neil Carbone, Chief Administrative Officer

Site Selection/Justification Report – Wireless Communications Site

Prepared for: The Township of South Frontenac

Rogers Site: C8689 Dewitt Rd & Timmermans Island

Rogers Communications Inc. | 8200 Dixie Road | Brampton ON L6T 0C1
Christian Lee | Municipal Relations | (613) 799-9900

Introduction

Like many areas of the province, your community is experiencing a growing demand for wireless services. As people rely more on wireless devices such as smartphones, tablets and laptops for business and personal use, network improvements are required to ensure high quality voice and data services are available.

This document outlines the site selection process in accordance with the requirements of Innovation, Science and Economic Development Canada's (ISED) Spectrum Management and Telecommunications Policy, CPC-2-0-03, Issue 5[1] (CPC) updated Jul. 15, 2014 and provides a description of the system to be installed east of Burns Rd., near Karns Ln.

Telecommunications is a powerful economic enabler that promotes home occupations, teleworking, telecommuting and improved community networking and information dissemination. This site is part of the EORN Cell Gap Project.

Background and Coverage Requirement

A wireless telecommunications facility is a puzzle piece in a very complex radio network, whether that site is situated in an urban, suburban or rural setting. Customer demand and sound engineering principles direct where sites are required to be located. As people rely more on wireless devices such as smartphones, tablets and laptops for business and personal use, network improvements are required to ensure high quality voice and data services are available. In order for a wireless network to be reliable, an operator must provide "seamless" coverage so that gaps in the network are avoided. Gaps create dropped calls and overall poor service to customers. Rogers is committed and mandated by its license to ensure the best coverage and service to the public and private sectors.

The proposed site will achieve the necessary engineering coverage objectives for our network. The location will provide much relied upon communication services in the area such as EMS Response, Police and Fire; improved wireless signal quality for the local residents, those traveling along the major roads, as well provide local subscribers with wireless network coverage and capacity for products and services such as iPhones, Smartphones, Tablets and wireless internet through the Rogers Rocket Stick technology in the surrounding area.

Rationale for New Telecommunication Infrastructure

In identifying a potential new tower location and design, Rogers examined the surrounding area, assessed the visibility of the structure and considered a possible structure design. Rogers evaluated the best location for a new facility using the following criteria:

a) **Technical Requirements**

The performance of a wireless network is dependent on the geographical location of its equipment, height of its antennas, line-of-sight requirement, the demand customers place on the network, as well as proximity to our users.

Please refer for the following page for an aerial outlining the site location (Figure 1).

[1] http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/h_sf06136.html

Figure 1 – Aerial of the proposed location.

b) **Coverage Objectives**

Rogers' Network Planning and Engineering departments have determined that the placement of this site will provide a dramatic improvement in service for the area and will meet the coverage objectives.

c) **Evaluation of Existing Structures**

When a part of a network requires improvement, the first step is to evaluate existing structures that are located within the specific geographical area offering the required height and that may be available to support new equipment or to use for co-location.

During the site selection process for this proposed installation, Rogers determined that no other existing infrastructure opportunity was available in our target area that was suitable for our network. The closest tower is roughly 9km from the proposed location and it is a Rogers tower, and simply too far from the coverage area to be useful.

The map below (Figure 4) illustrates the proposed location in relation to the other existing structure assessed. Please also refer to the table provided below for site location and associated height – (Figure 5).

Figure 4 – Existing structures map

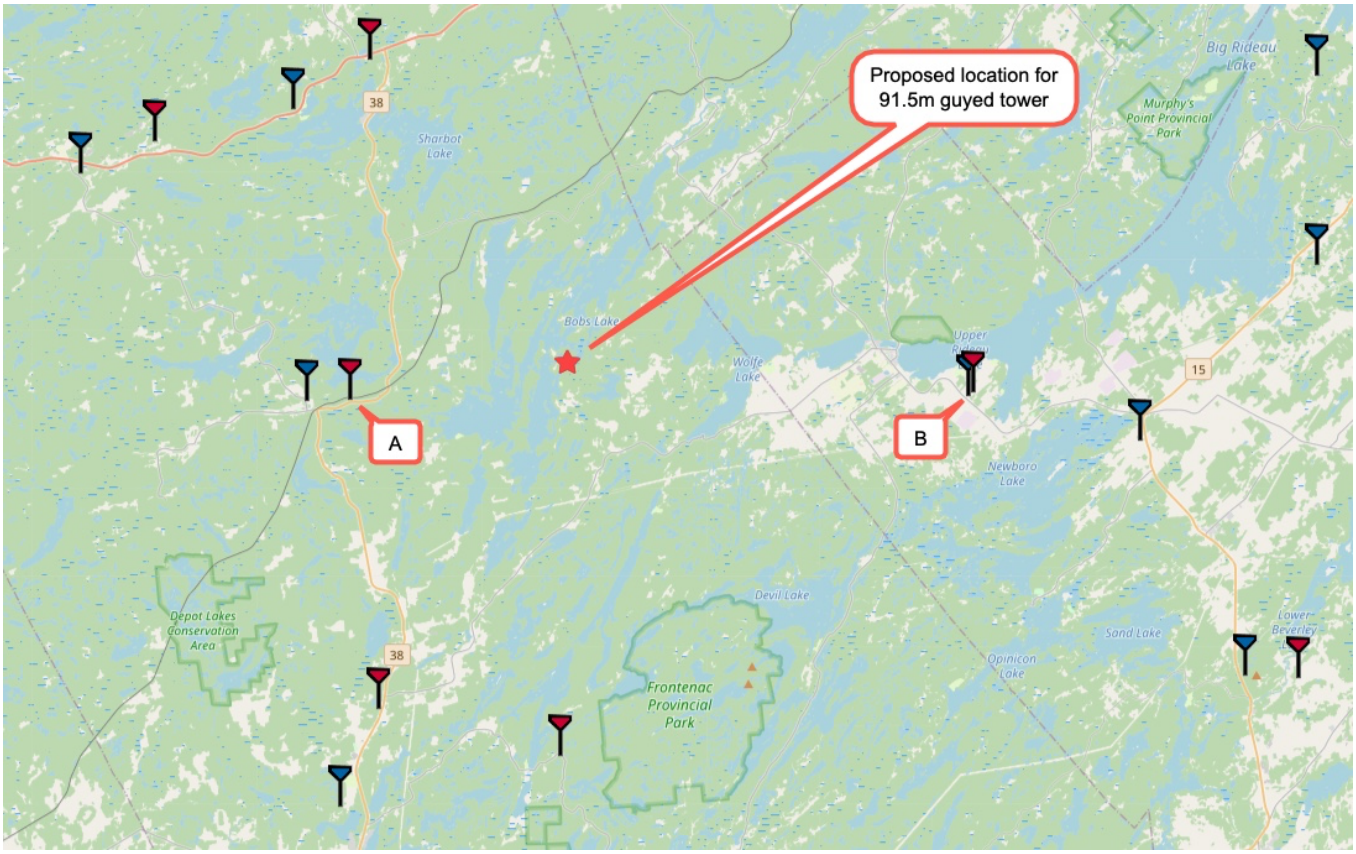


Figure 5 – Existing structure table

Existing Structure	Carrier	Height	Distance	Design	Reason for Unsuitability
1	Rogers	100m	9.3km	Guyed Tower	Too far away
2	Rogers	125m	18km	Guyed Tower	Too far away

d) **Land-Use Considerations**

Rogers' site selection process is a balanced exercise that must meet Rogers' network coverage objectives, respect local land-use constraints, listen to community concerns, while at the same time reflecting Rogers obligation to its customers to provide a high quality of service.

From a technical standpoint, the proposed site location is within the search radius and will provide optimal coverage to the desired area. The tower footprint will be using only a small fraction of the property owner's large lot. Access to the site will be from a new entrance from Burns Rd. and will not disturb the land-owner's current use of the property or affect community traffic flow.

Proposed Facility Location and Site Details

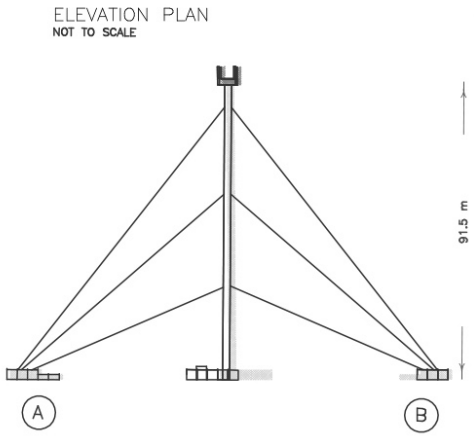
The site as proposed will be a 91.5m guyed tower installation.

Geographic coordinates: 44.674560, -76.581441

All efforts have been made to minimize the number of cellular base station locations required throughout the targeted area and yet allow for a network design which can adequately provide wireless voice and data service to our existing and new customer base.

Please also refer below for a sample of the installation for your reference (Figure 6). An additional package of photo simulations is provided with this report. The viewscapes simulate the view of the proposed installation from different locations. The process of simulating the proposed facility into the existing conditions of the viewscapes was done by superimposing an image of the proposed structure on the photographs taken for those viewscapes.

Figure 6 – Sample image of proposed installation



Site Selection

Rogers strives to be sympathetic to the surrounding land-use features and takes all reasonable steps required by local land use authority to mitigate concerns with respect to planning and environmental matters. It is important to note that the selection of a site for a telecommunication antenna support structure does not occur randomly.

Among the factors considered are:

1. expected usage patterns of service and proximity to users
2. local topography and building types
3. interaction with existing and future sites
4. line of sight requirements for high quality communications
5. opportunities to use existing structures
6. availability of a willing landlord
7. the industry's commitment to high service standards and customer satisfaction.

The following are some of the considerations used by Rogers in development criteria of the proposal:

- The proposed site location is on the western portion of the property owners' large lot, away from the roadside, approximately 86m from Burns Rd.

- Design selected for this proposal is appropriate considering the area context and will best achieve our objectives, as well as provide for future co-location opportunities of other wireless service providers in an attempt to reduce the number of structures in the area.

- Access to the property for construction and maintenance purposes will be via existing access to the property to minimize any disturbance to the property's current use.

- The installation will have no impact on the watershed or the wells, water quality or any water systems. No chemicals, pesticides or herbicides that could potentially have an adverse effect on the water systems will be contained on our structure or the associated walk-in radio equipment cabinet.

- During construction, precautions will be taken to minimize any disruption to the current operation on the site and to the surrounding residents. Once site is in-service, there will be no noise associated with the daily operation of the installation.

The site will occupy a compound area of approximately 9.5m x 7.6m, surrounded by 2.4m high chain link security fence. The compound also contains a walk-in equipment cabinet (WIC) containing radio equipment, backup battery power, maintenance tools, manuals and a first aid kit. The installation is equipped with a silent alarm system.

The site is designed to provide 3-sectored 700, 2100, MHz LTE and 5G services. It will also accommodate future TBD technologies.

Rogers considers this location and design ideal to provide superior coverage levels and service to Rogers' customers.

Municipal and Public Notification

Rogers has a strong history of consultation with municipalities and understands the importance of land-use protocols and transparency in consultation.

As the provisions of the *Ontario Planning Act* and other municipal by-laws and regulations do not apply to federal undertakings, wireless communication facilities are not required to obtain municipal permits. However, Section 4.1 of the CPC, states that the concerns and suggestions expressed by land-use authorities are important elements to be considered by proponents when installing or modifying antenna systems. ISED requires that consultation be undertaken with the appropriate land-use authorities to ensure those authorities are aware of significant structures within their boundaries and so that local land-use issues can be raised, while respecting the federal government's jurisdiction in the siting and operation of wireless voice and data systems.

The Township of South Frontenac has not developed its own protocol for establishing telecommunication facilities in the Township. Therefore, in this instance Rogers will be following ISED's default protocol.

The protocol outlines the land-use consultation process relevant to evaluating wireless communication installation proposals. In accordance with this policy, proponents must provide a notification package to the local public within a radius of three times the height of the tower, or 210m in this instance. A notice will also be provided to the Township of South Frontenac and the ISED regional office.

Concurrent to the mailing of a Public Consultation package, Rogers will also place a notice in the November 4th, 2021 edition of The Frontenac News.

Federal Requirements

In addition to the requirements for consultation with municipal authorities and the public, Rogers must also fulfill other important obligations including the following:

Canadian Environmental Assessment Act

ISED requires that the installation and modification of antenna systems be done in a manner that complies with appropriate environmental legislation. This includes the Canadian Environmental Assessment Act, 2012 (CEAA 2012), where the antenna system is incidental to a physical activity or project designated under CEAA 2012, or is located on federal lands.

Rogers attests that the radio antenna system as proposed for this site is not located within federal lands or forms part of or incidental to projects that are designated by the Regulations Designating Physical Activities or otherwise designated by the Minister of the Environment as requiring an environmental assessment. In accordance with the Canadian Environmental Assessment Act, 2012, this installation is excluded from assessment. For additional detailed information, please consult the Canadian Environmental Assessment Act)[2].

Transport Canada's Aeronautical Obstruction Marking Requirements

Aerodrome safety is under the exclusive jurisdiction of NAV Canada and Transport Canada. An important obligation of Rogers' installations is to comply with Transport Canada / NAV CANADA aeronautical safety requirements. Transport Canada will perform an assessment of the proposal with respect to the potential hazard to air navigation and notify Rogers of any painting and/or lighting requirements for the antenna system. Rogers will submit the appropriate applications and expects lighting to be required for this site. Rogers Communications Inc. attests that the radio antenna system described in this notification package will comply with Transport Canada / NAV Canada aeronautical safety requirements.

For additional detailed information, please consult Transport Canada[3].

[2] http://laws-lois.justice.gc.ca/eng/acts/C-15.21/

[3] http://www.tc.gc.ca/eng/civilaviation/regserv/cars/part6-standards-standard621-3808.htm

Health Canada's Safety Code 6 Compliance

Health Canada is responsible for research and investigation to determine and promulgate the health protection limits for Exposure to the RF electromagnetic energy. Accordingly, Health Canada has developed a guideline entitled "Limits of Human Exposure to Radiofrequency Electromagnetic Field in the Frequency Range from 3kHz to 300 GHz – Safety Code 6".

The exposure limits specified in Safety Code 6 were established from the results of hundreds of studies over the past several decades where the effects of RF energy on biological organisms were examined. Radiocommunication, including technical aspects related to broadcasting, is under responsibility of the Ministry of Industry (Innovation, Science and Economic Development Canada), which has the power to establish standards, rules, policies and procedures. ISED, under this authority, has adopted Safety Code 6 for the protection of the general public. As such, ISED requires all proponents and operators to ensure that their installations and apparatus comply with the Safety Code 6 at all times.

Rogers Communications Inc. attests that the radio antenna system described in this notification package will at all times comply with Health Canada's Safety Code 6 limits, as may be amended from time to time, for the protection of the general public including any combined effects of additional carrier co-locations and nearby installations within the local radio environment.

More information in the area of RF exposure and health is available on the Health Canada's website under Environmental and Workplace Health[4] and Safety Code Health Canada's Radiofrequency Exposure Guidelines[5].

Engineering Practices

Rogers attests that the radio antenna system as proposed for this site will be constructed in compliance with the National Building Code and The Canadian Standard Association and comply with good engineering practices including structural adequacy.

[4] http://www.hc-sc.gc.ca/ewh- semt/radiation/cons/stations/index-eng.php\

[5] https://www.canada.ca/en/health-canada/services/environmental-workplace-health/reports-publications/radiation/safety-code-6-health-canada-radiofrequency-exposure-guidelines-environmental-workplace-health-health-canada.html

Innovation, Science and Economic Development Canada's Spectrum Management (ISED)
Please be advised that the approval of this site and its design is under the exclusive jurisdiction of the Government of Canada through ISED. For more information on ISED's public consultation guidelines including CPC-2-0-03[6] contact your local ISED office at spectrumenod-spectredeno@ised-isde.gc.ca or at the below noted address:

Innovation, Science and Economic Development Canada
Spectrum Management
Eastern Ontario District Office
2 Queen Street East, Sault Ste. Marie, ON, P6A 1Y3
Telephone: 1-855-465-6307
Fax: 705-941-4607
Email: spectrumenod-spectredeno@ised-isde.gc.ca
Web: http://www.ic.gc.ca/eic/site/smt-gst.nsf/fra/h_sf01702.html

General information relating to antenna systems is available on ISED's Spectrum Management and Telecommunications website[7].

Public consultation obligations

Rogers Communications Inc. is committed to effective public consultation. The public will be invited to provide comments to Rogers about this proposal by mail, electronic mail or phone.

ISED's rules contain requirements for timely response to all questions, comments or concerns. We will acknowledge receipt of all communication within ***14 days*** and will provide a formal response to the Township and those members of the public who communicate to Rogers, within ***60 days***. The members of the public who communicated with Rogers will then have ***21 days*** to review and reply to Rogers as a final response.

Proponent's Contact Information - Rogers Communications Inc.

Christian Lee
Wireless Site Specialist
Eric Belchamber & Associates
337 Autumnfield St., Kanata, ON, K2M 0J6
Telephone: (613) 799-9900
Email: christian.lee@rogers.com

[6] http://www.ic.gc.ca/epic/site/smt- gst.nsf/en/sf08777e.html

[7] http://www.ic.gc.ca/epic/site/smt-gst.nsf/en/home

Conclusion

Reliable wireless communication services are a key element of economic development across Canada. It facilitates the growth of local economies by providing easy access to information, and connectivity for residents and businesses alike.

The infrastructure proposed is suitable for the development over the long term and protects public health and safety and is a powerful economic enabler.

In response to this growing demand for wireless services, Rogers has worked to find the most suitable location for a new telecommunications structure in efforts to provide improved wireless services in the area to its residents, businesses and the traveling public.

In addition to meeting consumer needs, technological upgrades are also critical to ensuring the accessibility of emergency services such as fire, police and ambulance. Wireless communications products and services, used daily by police, EMS, firefighters and other first responders, are an integral part of Canada's safety infrastructure.

Rogers feels that the proposed site is well located to provide improved wireless voice and data services in the targeted area. The proposed location is also situated and designed to have minimal impact on surrounding land uses.

Rogers looks forward to working with the Township of South Frontenac to provide improved wireless services to the community.

Should you have any further questions or comments, please feel free to contact me via email at christian.lee@rogers.com, or via phone at (613) 799-9900.

Sincerely,

Christian Lee
Wireless Site Specialist
Eric Belchamber & Associates
337 Autumnfield St.
Kanata, ON, K2M 0J6
(613) 799-9900
christian.lee@rogers.com

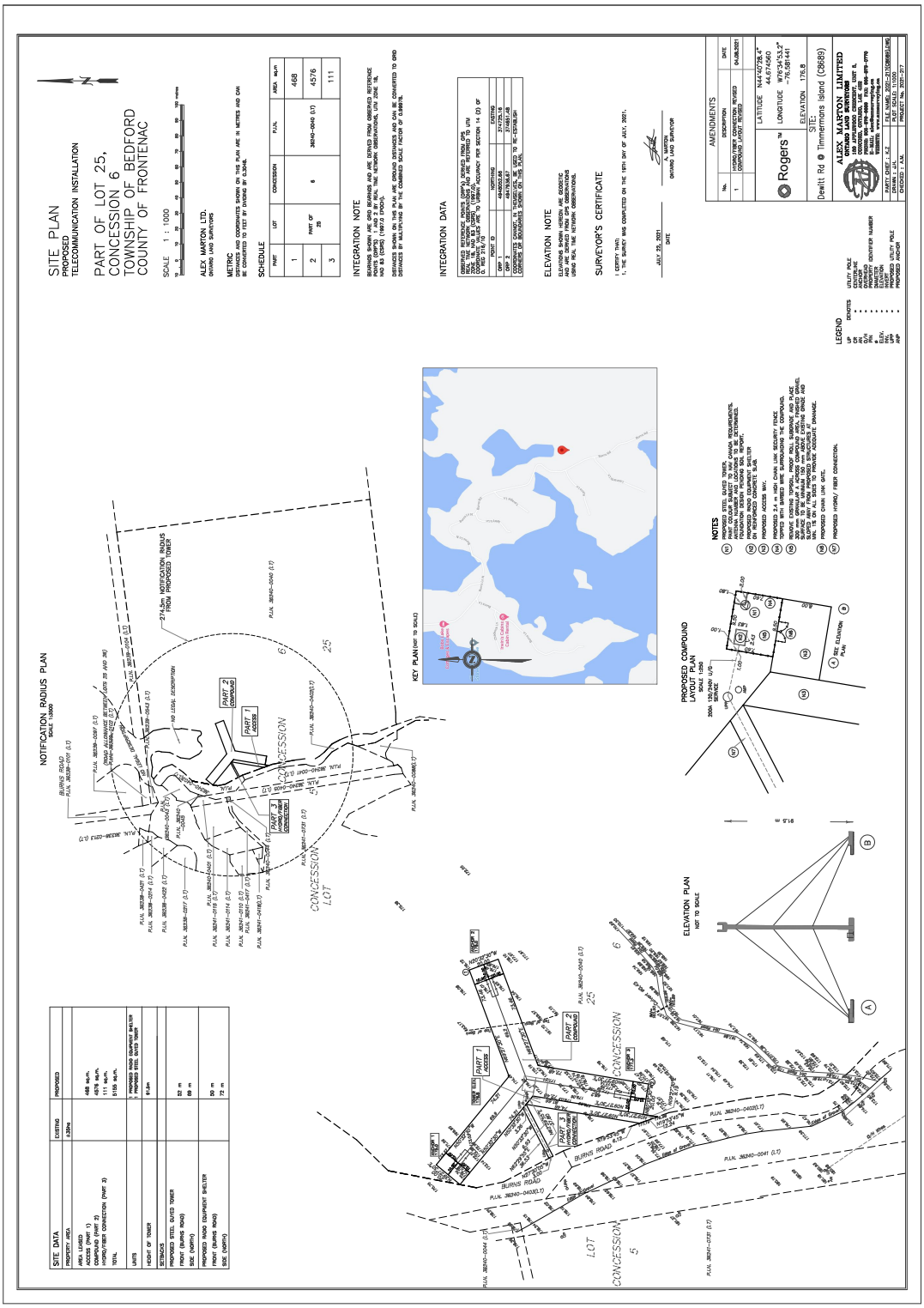
APPENDIX 1

Public Consultation Package

*Attached separately

APPENDIX 2

Site Survey



APPENDIX 3

Photo Simulations Package

C8689 DEWITT RD @ TIMMERMANS ISLAND

ROGERS

Simulations by **Futil.** www.futildesign.com

ROGERS

C8689 DEWITT RD @ TIMMERMANS ISLAND

APPROXIMATE DISTANCE BETWEEN THE PROPOSED INSTALLATION AND THE VIEWPOINT : 302 METRES

* This illustration is a visual simulation. The end result, upon construction of this telecommunications tower, could differ from the illustration.

ROGERS

Simulations by **Futil.** www.futildesign.com

C8689 DEWITT RD @ TIMMERMANS ISLAND

APPROXIMATE DISTANCE BETWEEN THE PROPOSED INSTALLATION AND THE VIEWPOINT : 175 METRES

* This illustration is a visual simulation. The end result, upon construction of this telecommunications tower, could differ from the illustration.

ROGERS

Simulations by **Futil.** www.futildesign.com

ROGERS

December 10th, 2021

The Township of South Frontenac
4432 George St. Box 100
Sydenham ON, K0H 2T0
Tel: (613) 376-3027

Attention: Emily Caird, Executive Assistant & Communications Officer

Dear Ms. Caird,

Re: Proposed Wireless Communication Site: C8689 Dewitt Rd. & Timmermans Island

On behalf of Rogers Communication Inc. ("Rogers"), I would like to submit for your review and consideration a summary of the municipal and public consultation process for the purpose of issuing a statement of concurrence concerning a proposed wireless communication site to be located east of Burns Rd., near Karns Ln.

Project Description & Proposed Location

Rogers is constantly improving and expanding its infrastructure to meet the ever-growing demand for high-quality reliable wireless voice and data services. The proposed site is needed to improve our wireless voice and data services in the community.

The proposed wireless communication installation consists of a 91.5m guyed communication tower and a walk-in equipment cabinet located within an enclosed compound.

Municipal & Public Consultation Process

Rogers is regulated and licensed by Innovation, Science and Economic Development Canada (ISED, formerly Industry Canada) to provide inter-provincial wireless voice and data services. As a federal undertaking, Rogers is required by ISED to consult with land-use authorities in siting tower locations. The consultation process established under ISED's authority is intended to allow the local land-use authorities the opportunity to address land-use concerns while respecting the federal government's exclusive jurisdiction in the siting and operation of wireless and data systems.

The provisions of the Ontario Planning Act and other municipal by-laws and regulations do not apply to federal undertakings. Rogers is, however, required to follow established and documented wireless protocols or processes set forth by land-use authorities.

Rogers submitted an Application for an Antenna System to the Township of South Frontenac via email on October 15th, 2021 for a wireless communications installation to be located east of Burns Rd., near Karns Ln.

The Township of South Frontenac has not developed a protocol relevant for establishing telecommunication facilities in the Township and as a result, Rogers is following Innovation, Science and Economic Development (ISED) Canada's CPC-2-0-03 Default Protocol as it pertains to the public notification and consultation required for communication towers.

Rogers provided the attached Public Notification Package to the ten property owners within the required 274.5m radius of the proposed installation. The notice was issued by regular mail on November 1st, 2021. The notice described the proposal and invited comments by mail, electronic mail, or phone before December 4th, 2021.

A newspaper ad was also published in the November 4th, 2021 edition of The Frontenac News notifying the public of the proposal and inviting residents to provide comments within 30 days of the notice.

Comments in support of the proposed tower were received from a significant number of property owners in the area. Feedback from the Greater Bob's Lake & Crow Lake Association Facebook group was very positive. From the Association: "*The response was overwhelming positive - with about 200 responses. There was only a handful of negative responses mostly from us located near the Burns Rd site*".

There were also comments submitted by the public suggesting that Rogers install multiple shorter towers in the area concealed as pine trees (commonly known as "monopines"). These comments were received shortly after the Greater Bob's Lake/Crow Lake Association sent a notification to their 275 members, as well as their 4000 member Facebook group, suggesting that property owners "encourage discussion" with the Township & Rogers about this multiple "monopine" approach. A copy of the Lake Association's letter is attached within the correspondence summary of the Association Director, Bill St. Arnaud (whose property is located near the proposed tower). The cost and technical limitations of these towers are such that they're simply neither practical nor possible in this instance, which was made clear to Mr. St. Arnaud before this letter was sent to Association members.

Rogers has now fulfilled all circulation requirements under ISED's Default Protocol as they pertain to the proposed new communication site to be located east of Burns Rd., near Karns Ln.

Rogers has followed all the necessary steps in accordance with the Default Protocol's guidelines by:

- consulting with the municipality;
- advising the public of our proposal;
- addressing all reasonable and relevant concerns pertaining to our proposal; and
- keeping and producing all associated communications to Industry Canada and the municipality.

Conclusion

Rogers takes concerns or suggestions expressed by the public as important elements to our proposal. As a result of the consultation process, a significant number comments supporting the proposed tower were received from the public as this area is currently experiencing very poor cell service. There were also suggestions from the public that shorter towers be considered, with the potential of concealing the cell tower as a monopine. These suggestions are unfortunately neither technically nor financially feasible as the volume of towers required to provide the same coverage are excessive.

Rogers feels that the proposed site is well located to provide improved wireless voice and data services in the targeted area. The proposed site is also situated and designed so as to have minimal impact on surrounding land uses.

Request for Concurrence

Rogers has now fulfilled all the requirements under ISED's Default Protocol as they pertain to the proposed new telecommunications site east of Burns Rd., near Karns Ln.

In order to conclude this land-use consultation and meet ISED's requirements, Rogers Communications Inc. respectfully requests that our proposal be considered complete and that the Township of South Frontenac move forward with the assessment of the process Rogers has undertaken to date.

Rogers also requests that the Township of South Frontenac issue a formal Letter of Concurrence to Rogers with a copy to ISED in order to permit Rogers to move forward with the installation of the proposed wireless communication site.

Yours Truly,

Christian Lee, Site Acquisition Specialist
On behalf of Rogers Communications Inc., Network Implementation
(613) 799-9900

Township of South Frontenac

Staff Report

To:	Council
Prepared by:	Development Services Department
Date of Meeting:	February 1, 2022
Subject:	**Rogers Telecommunications Tower Proposal Project C8681 – Devil Lake Road at Little Wolfe Lake**

Summary

Rogers Communication is proposing a new 91.5m guyed telecommunications tower near Westport Road and White Lake, on a property known as 1352 Devil Lake Road, Bedford District. Rogers is requesting the Township pass a resolution concurring with the proposal to locate the telecommunications tower on this property and send a letter to Innovation, Science and Economic Development Canada (formerly Industry Canada) indicating whether the Township supports this proposal.

Recommendation

THAT the Township of South Frontenac concur with the proposal by Rogers Communications Canada Inc. to erect a wireless communication installation on lands known as 13452 Devil Lake Road, Part Lot 12-13, Concession 11, Bedford District, South Frontenac (PIN 36247-0152); and,

THAT the proposal is compliant, with the requirements of ISED Canada's default protocol CPC-2-0-03 Issue 5 (July 2014) "Radiocommunication and Broadcasting Antenna Systems", and all obligations for the municipal and public consultation requirements have been met; and,

THAT staff send a statement of concurrence to Rogers Communication Inc. and Innovation, Science and Economic Development Canada.

Background

Rogers Communication Inc. (Rogers) is proposing a new 91.5m guyed tower telecommunications facility and an ancillary equipment structure surrounded by chainlink fencing, near the intersection of Westport Road (S Frontenac Road 8) and White Road/Youngs Lane. The site location is proposed on the north side of Westport Road.

The closest tower is approximately 10.3km from the proposed location. This new tower will provide improved coverage for local residents and the traveling public. The design of the

tower is a 91.5m guyed tower which will have ample space for future co-location opportunities.

Rogers Communication provided the Township with a Site Selection and Justification Report (attachment 1) and a Consultation Summary report (attachment 2).

Cell tower licences are approved by Innovation, Science and Economic Development Canada (ISED, formerly Industry Canada). The provisions of the Ontario Planning Act and other municipal by-laws and regulations do not apply to federal undertakings. However, as part of the approval process, a proponent is required to obtain a letter of concurrence from the municipality in which a telecommunications tower is to be located.

A municipality may issue a Statement of Concurrence supporting the proposal; a Conditional Letter of Concurrence indicating support for the proposal if certain conditions are met, or a Letter of Non-concurrence if it does not support the proposal.

Discussion/Analysis

Rogers requires a resolution from the Township indicating support of its application and a statement of concurrence with the application as part of the Industry Canada (IESD) approval process of issuing a licence for the communication towers. If they do not receive the resolution and letter, Rogers can petition Industry Canada for a decision.

Throughout the Official Plan consultations in 2019 - 2021 – there has been strong public support for increased internet and cellular services in the Township – and this demand has only been strengthened during the COVID pandemic with a growing number of residents working from home and the need for business to provide their goods and services online. Increased cellular coverage also improves safety and connectivity for residents and visitors to the Township and assists staff in delivering modern and efficient services throughout the Township.

While the Township is not the approval authority for telecommunication towers, it does have an important role in indicating to IESD whether or not it supports the Tower proposal.

Financial Implications

None. This project will be undertaken by Rogers Communication at no expense to the Township.

Relationship to Strategic Plans

☐ Not applicable to this report.

☒ This initiative is supported by the following priorities of the 2019-2022 Strategic Plan.

- Priority: 4. Be a catalyst for the creation of vibrant, complete communities.

- Action Item (if applicable): N/A

Notice/Consultation

If a municipality does not have its own public consultation policy for cell towers, the IESD consultation process is used. South Frontenac Township does not have a Local Protocol for cell tower siting.

Rogers provided a Public Notification Package to the five property owners within the required 348 metre radius of the proposed installation. The notice was issued by regular mail on December 13, 2021. The notice described the proposal and invited comments by mail, electronic mail, or phone before January 16th, 2022.

A newspaper ad was also published in the December 16th, 2021 edition of The Frontenac News notifying the public of the proposal and inviting residents to provide comments within 30 days of the notice.

Rogers and the Township did not receive any public comments on this project.

South Frontenac Staff

The following internal stakeholders were consulted in the development of this report:

- Troy Dunlop, Manager of Technical Services and Infrastructure, Public Services
- Tom Berriault, Chief Building Official
- Christine Woods, Senior Planner

Township staff are supportive of the project as it will improve telecommunications coverage in the area and assists with EORN's goal of increasing of bringing critical communication services to Eastern Ontario. This location was selected through a joint effort between Rogers and the EORN project planning group.

Staff are satisfied that Rogers Communication Inc. has complied with the consultation requirements of *ISED Canada's default protocol CPC-2-0-03 Issue 5 (July 2014) "Radiocommunication and Broadcasting Antenna Systems".*

Attachments

1. Site Selection and Justification Report – Rogers Communication
2. Consultation Summary Report - Rogers Communication

Approvals

Submitted By:

Claire Dodds, Director of Development Services, MCIP, RPP

Approved By:

Neil Carbone, Chief Administrative Officer

January 18, 2022

The Township of South Frontenac
Box 100, 4432 George St., Sydenham, On K0H 2T0

Attn: Claire Dodds, Director of Development Services
613-376-3027 x2225 cdodds@southfrontenac.net
CC: Neil Carbone, CAO ncarbone@southfrontenac.net

Re: Proposed Telecommunications Tower; Rogers EORN Site C8691 - Devil Lake Rd @ Little Wolfe Lake

REQUEST FOR STATEMENT OF *LAND USE AUTHORITY* CONCURRENCE

Dear Claire,

On behalf of Rogers Communications Canada Inc. ("Rogers"), I would like to submit a request for **Statement of Concurrence** concerning the proposed wireless communication installation located 1352 Devil Lake Road, Westport ON K0G 1X0; PIN: 36247-0152 (LT).

I have herewith included for your consideration, a summary of the municipal and public consultation process.

Municipal & Public Consultation Process Summary

Protocol:

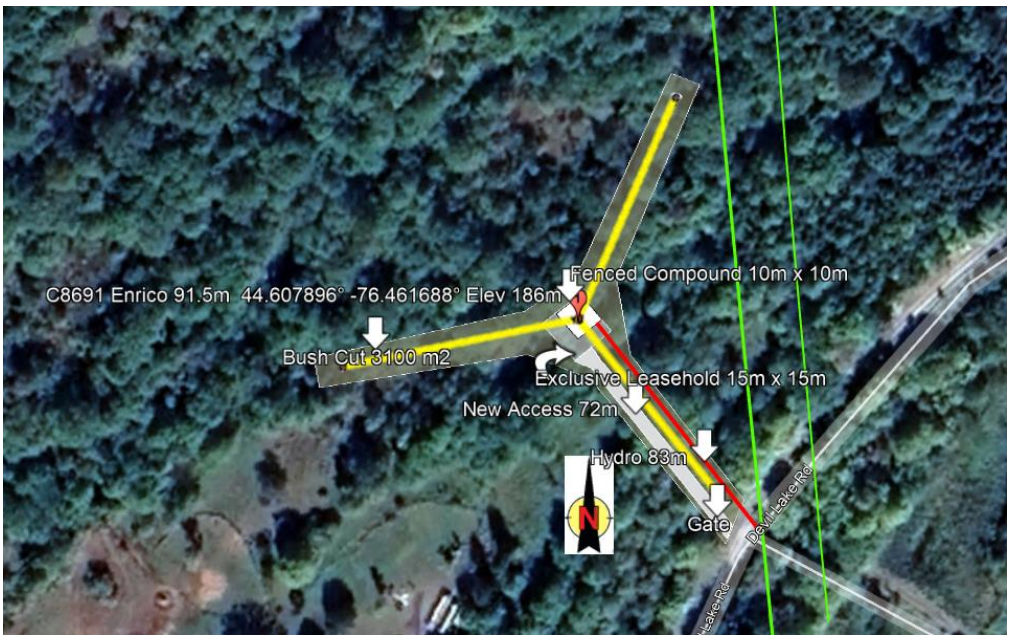
We confirmed that you do not have a locally enacted land use protocol for towers, and we are therefore **required to comply with the procedures described in ISED Canada's default protocol CPC-2-0-03 Issue 5 (July 2014)** "*Radiocommunication and Broadcasting Antenna Systems*". One of the key concerns of this process is that such installations are deployed in a manner that considers the surroundings in exercising the mandate to deploy necessary infrastructure.

Public Notification:

Under CPC Section 4.2.1.1 and 4.2.1.2, we were to provide formal notice allowing 30 days for comments to any property owners within three times the tower height (91.5m X 3 + tower width adjustment = 348m).

We asked that you assist with contact/mailing addresses for the property PINs that we identified in the notification radius, and there were five (5) unique addresses provided.

Under CPC Section 4.2.4, synchronized notice was placed in the Frontenac News on December 16, 2021, in accordance with the criteria established therein. A copy of the Public Notice advertisement is attached to this report.



Public Response:

Under Section 4.2.2, we are to respond to all reasonable and relevant concerns raised during the 30-day notification period of Section 4.2. What is considered reasonable or relevant (or not) is specifically defined under the section entitled "Public Reply Comments".

The 30-day notice period concluded on January 18th, 2022.

- **The Municipality has not advised us that they have received any comments or concerns which we are to address.**
- **We ("Rogers") received no comments or concerns from the public.**

Municipal Consultation:

Our consultation with the municipality included the following:

- Pre-consultation to discuss protocol and land use particulars
- Follow-up consultation by phone and email
- Submission of a formal Municipal Introduction Package for review
- Discussion about the proposed property and installation
- Submission of a draft Public Consultation Package and Site Plan for review
- Request for assistance with properties in the Public Notification Radius
- Submission of the draft Public Notice Ad for review, and request for the Township's choice of newspaper
- Submission of the final Public Consultation Package
- Request to identify any other municipal requirements
- Request for Municipal Concurrence
    - *All of our activity fell within the CPC objective of concluding consultation within 120 days.*

Other Municipal Considerations:

As we are regulated under federal policy, provincial legislation such as the *Ontario Building Code Act* and the *Planning Act* including zoning by-laws and site plan control do not apply to these facilities. Our installation is not required to submit application for a building permit. We also asked you to outline formally any other local requirements, and there were none.

Concluding Land Use Authority Consultation:

Under CPC Section 4.3, we have satisfactorily met the consultation requirements.

Rogers feels that the proposed site is well situated to provide and improve wireless voice and data services in the targeted area. The proposed site has been situated and designed to have minimal impact on surrounding land uses.

At this time, we respectfully request the formal Statement of Concurrence, executed by Council. Attached is a draft copy of a specimen form *"SOC Council"* which you may modify and complete to simplify your process.

A copy of this Statement of Concurrence will be sent to ISED Canada, as they require this to confirm our compliance with the **ISED Canada's default protocol CPC-2-0-03 Issue 5 (July 2014)** "*Radiocommunication and Broadcasting Antenna Systems*" prior to moving forward with the installation of the proposed wireless telecommunications facility.

On behalf of Rogers, we look forward to providing better wireless communication service to this area. We thank you for your attention to this request and should you have any questions or need further information, please do not hesitate to contact our office.

Yours Truly,

Jeff McKay **CFP CIM FMA FCSI MBA**
Site Acquisition Specialist
Rogers Communications Canada Inc.
☎ **Cell: (519) 566-9267**
✉ **eMail: j_mckay@rogers.com**

JJM/rs

Cc:
Innovation, Science and Economic Development Canada (ISED)
Dan & Jill Enrico (Landlord)

C8691 - Devil Lake Rd @ Little Wolfe Lake

Site Selection/Justification Report – Wireless Communications Site

Prepared for: Township of South Frontenac
Neil Carbone, CAO – ncarbone@southfrontenac.net
Claire Dodds, Director of Development Services – cdodds@southfrontenac.net

Proposed: 91.5m Guyed Tower
Coordinates: 44.607896°, -76.461688°
PIN: 36247-0152 (LT) ARN: 102901001020825

Rogers Communications Inc. | 8200 Dixie Road | Brampton ON L6T 0C1
Jeff McKay | Municipal Relations | 519-566-9267 | j_mckay@rogers.com

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Introduction

Like all areas of the province, your community is experiencing explosive demand for wireless services. As people rely more on wireless devices such as smartphones, tablets and laptops for business and personal use, network improvements are required to ensure high quality voice and data services are available.

This document outlines the site selection process in accordance with the requirements of Innovation, Science and Economic Development Canada's (ISED) Spectrum Management and Telecommunications Policy, CPC-2-0-03, Issue 5 (CPC) updated Jul. 15, 2014 and provides a description of the system associated with the proposed wireless communication installation on property owned by ***ENRICO, JILL SUSAN; ENRICO, DANIEL,*** known municipally as:

1352 Devil Lake Road, Westport ON K0G 1X0

PIN: 36247-0152 (LT) ARN: 102901001020825

Legal Description: PT LT 12-13 CON 11 BEDFORD PT 1, 2 & 3, 13R16105, EXCEPT PT 1, 2 & 3, 13R16381 T/W & S/T FR711658; SOUTH FRONTENAC

The prosperity of Canadians depends on telecommunications services to do their jobs, conduct business, learn new skills and build communities. These services play an important role in the lives of all Canadians, enabling them to participate in today's digital economy and to access health care, education, government, and public safety services.

As a Tier 1 Carrier, Rogers' federal mandate is to fill coverage gaps such that all residents have access to wireless high speed broadband services.

Background and Coverage Requirement

A wireless telecommunications facility is a puzzle piece in a very complex radio network, whether that site is situated in an urban, suburban or rural setting. Customer demand and sound engineering principles direct where sites are required to be located. As people rely more on wireless devices such as smartphones, tablets and laptops for business and personal use, network improvements are required to ensure high quality voice and data services are available. For a wireless network to be reliable, an operator must provide "seamless" coverage so that gaps in the network are avoided. Gaps create dropped calls and overall poor service to customers. Rogers is committed and mandated by its license to ensure the best coverage and service to the public and private sectors.

The proposed site at *the above-noted location* will achieve the necessary engineering coverage objectives for our network. The location will also have the ability to provide much relied upon communication services in the area such as EMS Response, Police and Fire; improved wireless signal quality for area residents, those traveling along the major roads, as well as providing local subscribers with Rogers's 4G/5G wireless network coverage and capacity for products and services such as iPhones, smartphones, tablets and wireless internet through surrounding area.

Rationale for New Telecommunication Infrastructure

In identifying a potential new tower location and design, Rogers examined the surrounding area, assessed the visibility of the structure and considered possible host sitings. Rogers evaluated the best location for a new facility in compliance with protocol-established procedures, based on the following criteria:

Coverage Objectives

ROGERS WIRELESS RADIO ENGINEERING DEPARTMENT

ABBREVIATED SEARCH MAP

SITE NAME: Devil Lake Rd @ Little Wolfe Lake	**LOCATION CODE:** C8691
RF PLANNER: Mohammad Faisal/Michelle Ma	**TELEPHONE #:** (647) 739-3487
DATE: June 23, 2021	

Proposed Search Map Centre: **Lat:** 44.6139 **Long:** -76.453939

SITE DESCRIPTION: This will be a 3 sectored LTE/5G site. It will also accommodate antennas and equipment for future technology services.

Proposed Antenna Mounting Height: 90m (See page 2 for Tower Selector Chart)

Candidates: the attached search map shows the limits of the proposed candidate.

Co-locates:

Special Comments:

Candidate Search Area

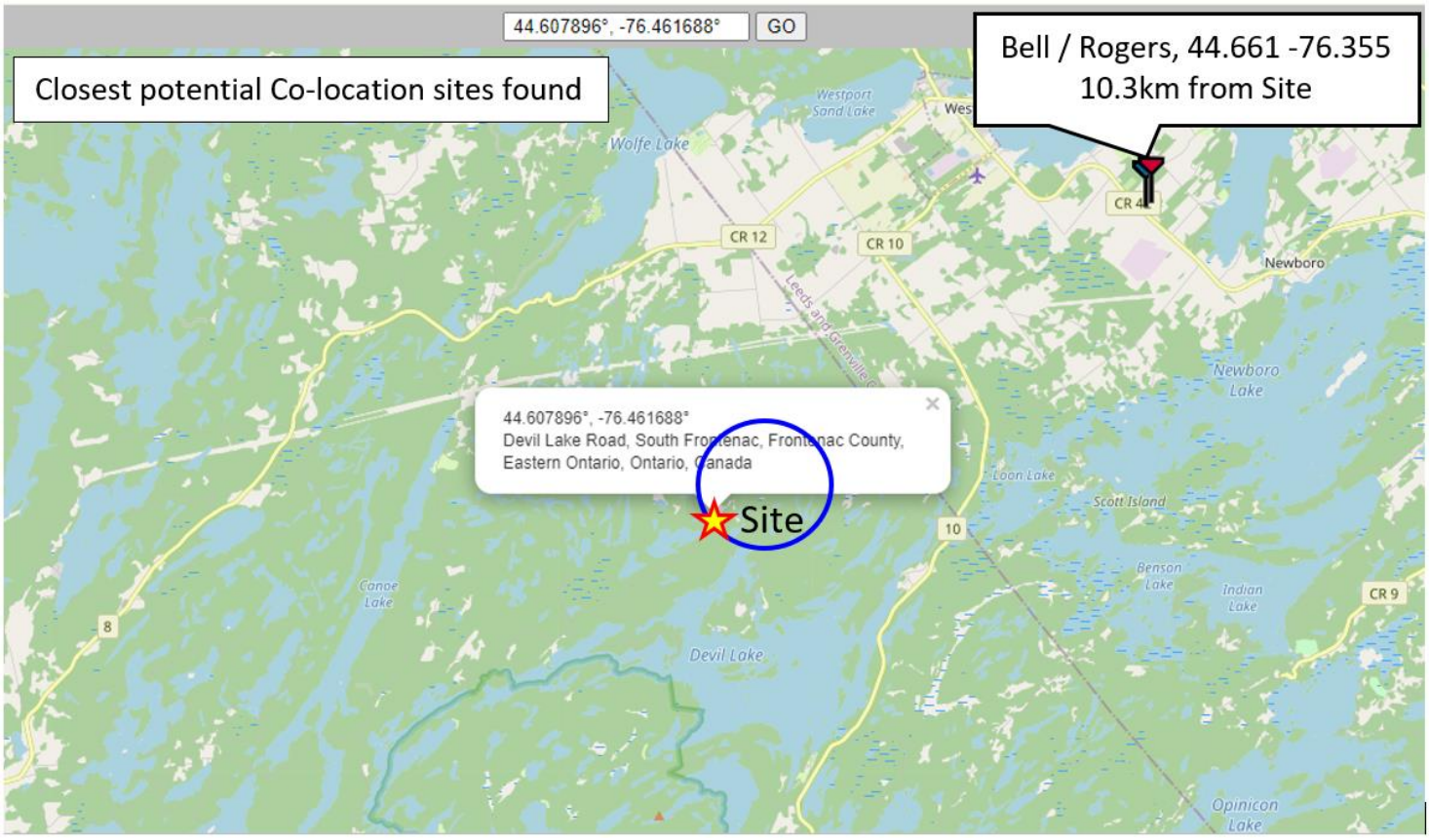
Candidate Search Process

Before building a new antenna-supporting structure the proponent is required to first consider:

- Sharing an existing antenna system, modifying or replacing a structure, if necessary.
- Locate, analyze, and attempt to use any feasible existing infrastructure such as high-rise rooftops, water towers, etc.

Co-location opportunities on existing area carrier structures

- The following local coverage map depicts the local tower inventory of all carriers within a 10km radius of the Search Centre.



There are no existing antenna structures in the area which may be utilized for co-location within two kilometers of the proposed site and a new structure must be erected to address the coverage deficiency.

Evaluation of Other Local Existing Structures / Rooftops

After disqualifying any colocation opportunities, the proponent next evaluates existing structures that are located within the specific geographical area offering the required height and that may be available to support new equipment or to use for co-location.

Existing Structure Notes:

During the site selection process for this proposed, Rogers determined that no other existing infrastructure opportunity was available in our target area that was suitable for our network.

Consideration of municipal surplus properties

Within the Proponent search area, the Proponent sought to identify any surplus municipal properties that may have been satisfactory to meet the coverage objectives.

☒ No suitable municipal properties were found
☐ Suitable municipal properties were identified:

Aeronautical Issues

The proposed site is 8.13km southwest of the Westport/Rideau Lakes Airport. Accordingly, it is well outside of any airport zoning or safety restrictions.

Private Candidate Review Process

Having identified an initial, qualified candidate from the preceding exercise, secondary candidates are then evaluated. Private candidates are reviewed starting with the center of the search area and moving out in a radial pattern until a large enough commercial, industrial or agricultural property option was available that could mitigate public concern to the greatest extent possible within the technical coverage limitations.

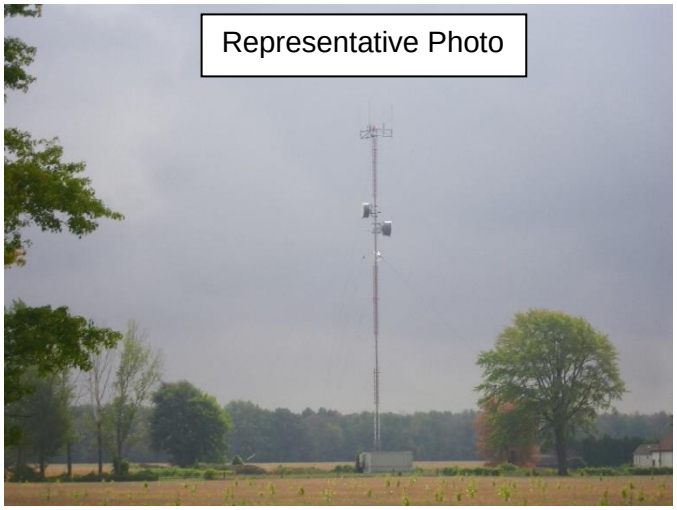
The following picture depicts the available real estate opportunities which were assessed for candidate suitability and technical sufficiency to meet the Proponent's coverage requirements.

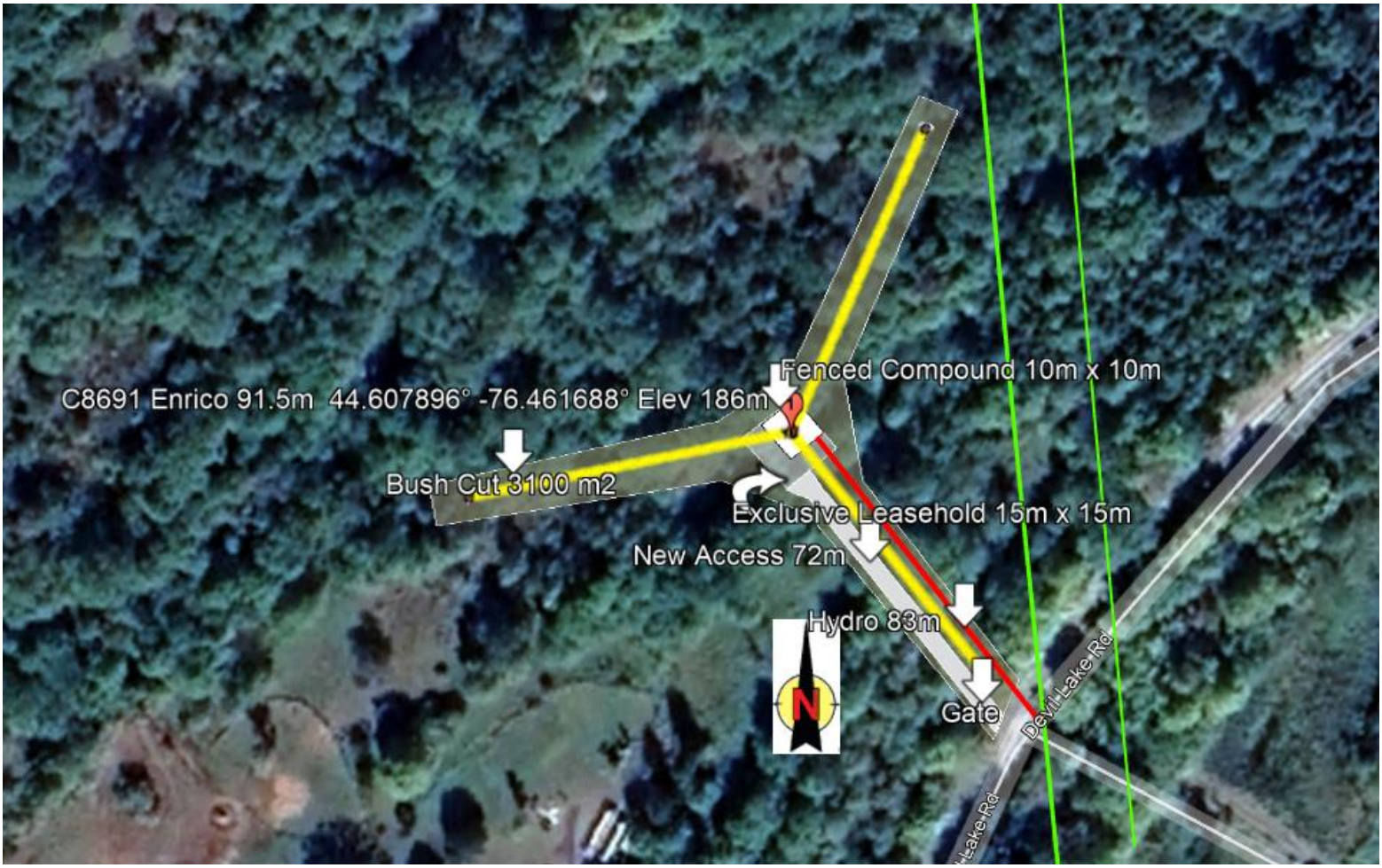
There are extremely limited property options with the footprint required to support a guyed tower in this area.

Each of the private candidate sites were disqualified/qualified for the following reasons:

1. ENRICO, JILL & DANIEL – Candidate mitigates total residential uses to the extent possible, RF/TX and Civil Qualified; Selected candidate
2. NICHOLSON, GAVIN RICHARD – Failed to mitigate total residential uses to the extent possible, too far from search area to satisfy RF requirements.

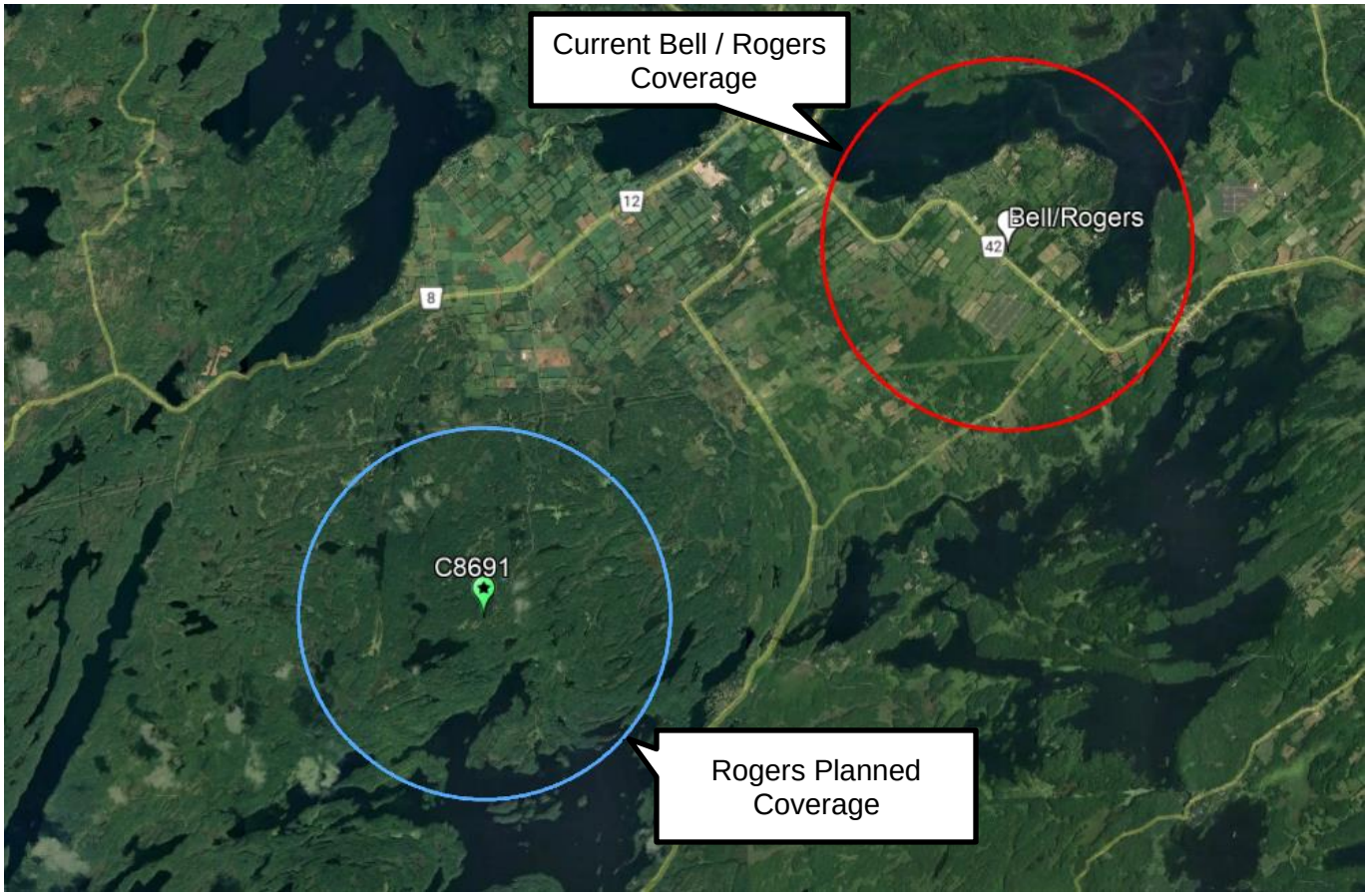
Proposed Facility Location and Site Sketch



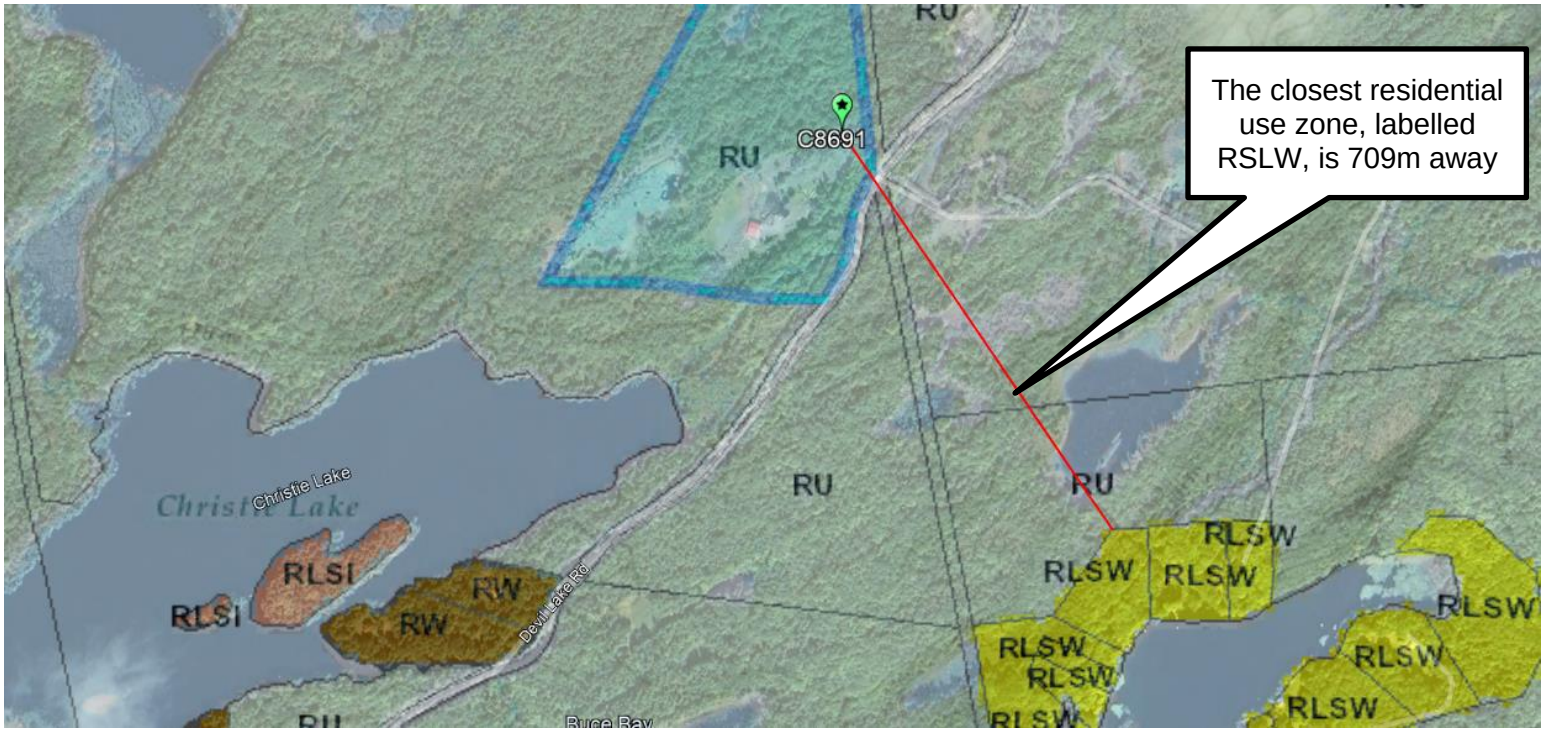


Coverage Map

The coverage map below depicts the general "4G/5G Good Coverage Radius" for the selected candidate, together with other local neighbouring carrier facilities.

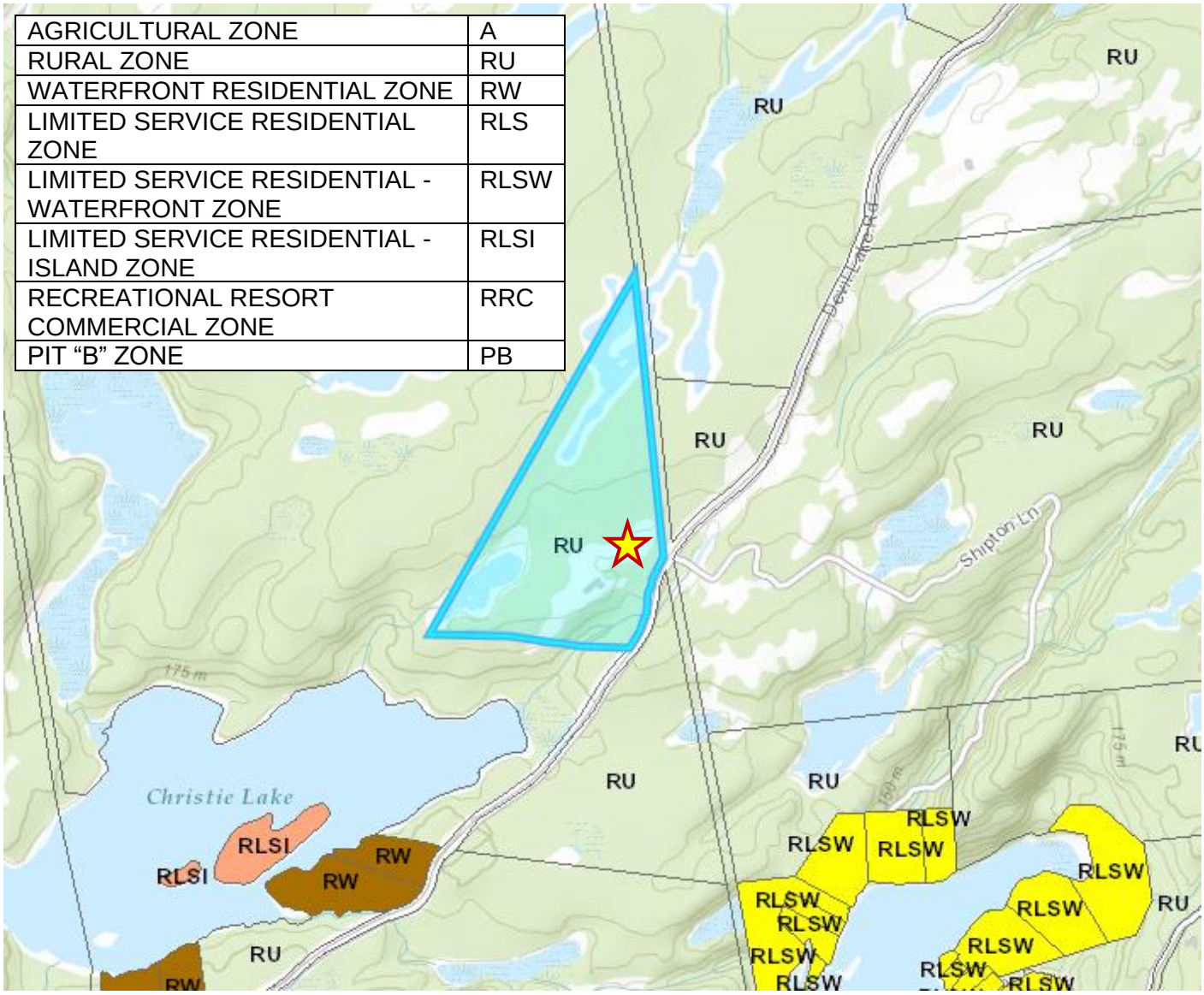


Residential Use Setback Map



Compliance with Zoning Intent

AGRICULTURAL ZONE	A
RURAL ZONE	RU
WATERFRONT RESIDENTIAL ZONE	RW
LIMITED SERVICE RESIDENTIAL ZONE	RLS
LIMITED SERVICE RESIDENTIAL - WATERFRONT ZONE	RLSW
LIMITED SERVICE RESIDENTIAL - ISLAND ZONE	RLSI
RECREATIONAL RESORT COMMERCIAL ZONE	RRC
PIT "B" ZONE	PB



Although federal undertakings are exempt from the application of zoning bylaws, sitings consider the intent of locating on non-residential properties with optimal setbacks from residential use. This siting is located on RU zoned land and abutted on all sides by RU zoned properties.

The site candidate fully complies in all respects with good siting design tenets and guidelines, and in particular, all optimum design criteria of the CPC.

Local Properties in Notification Radius (5 properties identified)

There are five (5) private-owned properties that fall within the stipulated notification radius. Accordingly, direct (mailing) notice of the proposal is required to be circulated to property owners, as it is in the federally defined (CPC) impact radius.

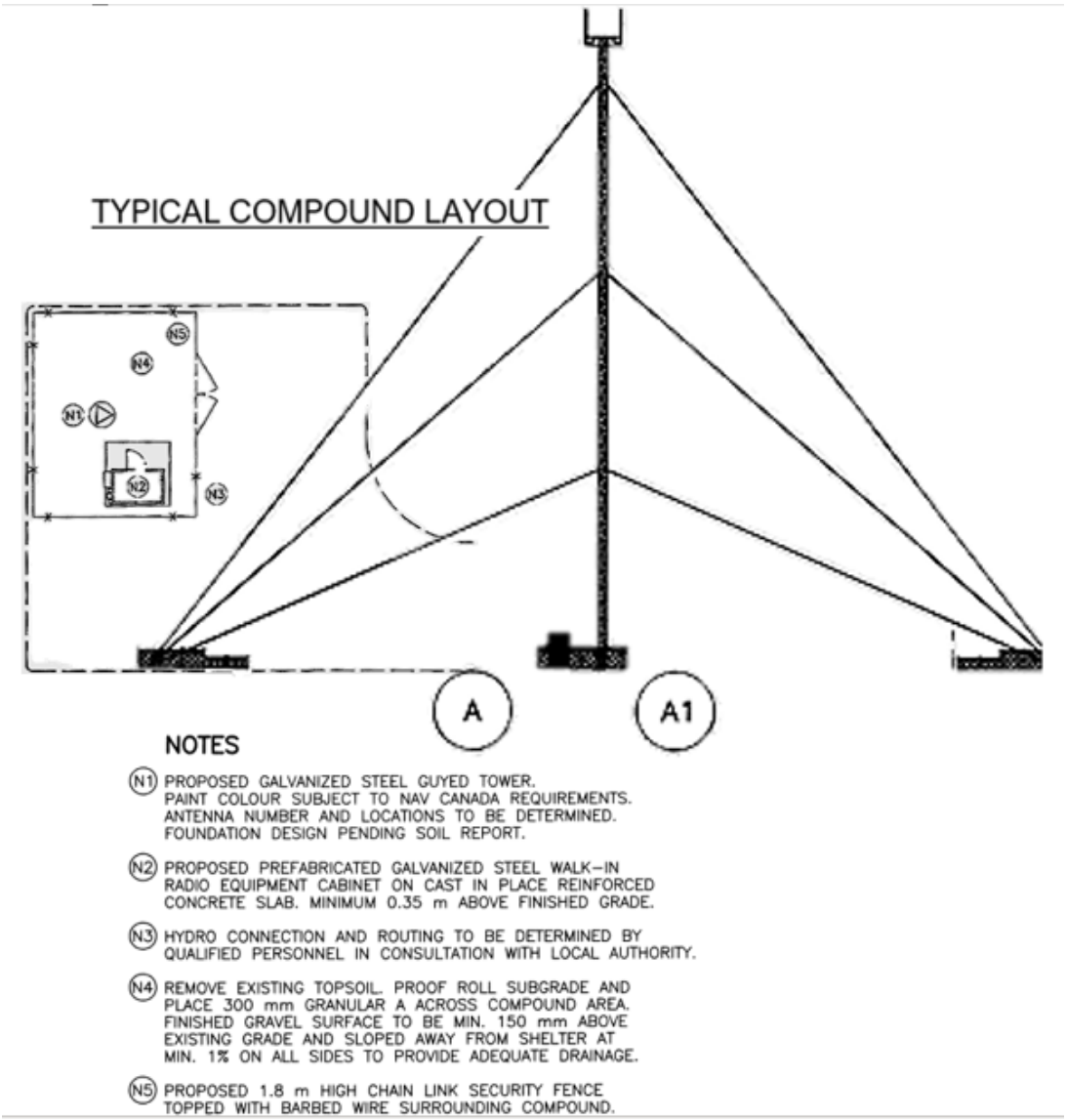
The facility **is not** located within 3x tower height from a neighbouring municipality. Accordingly, notice of the proposal is not required to be circulated to additional LUAs.

Description of Proposed Tower:

Specifics:

91.5m Guyed Tower enclosed in a 15m x 15m (fenced) secured Compound. This site will be built to accommodate antennas and equipment for future technology services and provide for colocation with other carriers.

.



Protocol

The Township of South Frontenac does not have a locally enacted protocol which adapts ISED Canada's default protocol CPC-2-0-03 Issue 5 (July 2014) "*Radiocommunication and Broadcasting Antenna Systems*" to address issues in the local environment. Accordingly, the Proponent is required to follow the terms of the default federal CPC in addressing general and specific requirements. One of the key concerns of this process is that such installations are deployed in a manner that considers the surroundings in exercising the mandate to deploy necessary infrastructure.

CPC Protocol i5: https://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf08777.html

The policy outlines the land use consultation process relevant to evaluating federally mandated wireless communication installations. In accordance with the *CPC,* proponents must provide a notification package to the local public (including nearby residences, community gathering areas, public institutions, schools, etc.), neighbouring land-use authorities, businesses, and property owners, etc. located within a radius of 3-times tower height from the outermost limit of the tower structure. **In this case, there are five (5) other public properties outside of the beneficial ownership of the Landlord that fall within the 3x tower height radius, requiring direct notice.**

Other Municipal Considerations

As we are regulated under federal policy, provincial legislation such as the Ontario Building Code and the Planning Act including zoning by-laws and site plan control do not apply to these facilities.

Additional Public Consultation Obligations

Pursuant to CPC section 4.2, since the tower exceeds 30m in height, the Proponent is required to place a Public Notice in the local community newspaper, inviting comments about this proposal from the public, and participation in the stipulated Public Comment and Reply process.

Federal Requirement: Attestations

In addition to the requirements for consultation with municipal authorities and the public, Rogers must also fulfill other important obligations including the following:

Canadian Environmental Assessment Act

ISED requires that the installation and modification of antenna systems be done in a manner that complies with appropriate environmental legislation. This includes the Canadian Environmental Assessment Act, 2012 (CEAA 2012), where the antenna system is incidental to a physical activity or project designated under CEAA 2012 or is located on federal lands.

- ***Rogers Communications Inc. attests*** that the radio antenna system as proposed for this site is not located within federal lands or forms part of or incidental to projects that are designated by the Regulations Designating Physical Activities or otherwise designated by the Minister of the Environment as requiring an environmental assessment. **In accordance with the Canadian Environmental Assessment Act, 2012, this installation is excluded from assessment.** For additional detailed information, please consult the Canadian Environmental Assessment Act)
http://laws-lois.justice.gc.ca/eng/acts/c-15.21/

Transport Canada's Aeronautical Obstruction Marking Requirements

Aerodrome safety is under the exclusive jurisdiction of NAV Canada and Transport Canada. An important obligation of Rogers' installations is to comply with Transport Canada / NAV CANADA aeronautical safety requirements. Transport Canada will assess the proposal with respect to potential hazards to air navigation and notify Rogers of any painting and/or lighting requirements for the antenna system.

- ***Rogers Communications Inc. attests*** that the radio antenna system described in this notification package will comply with Transport Canada / NAV Canada aeronautical safety requirements.

For additional detailed information, please consult Transport Canada.
http://www.tc.gc.ca/eng/civilaviation/regserv/cars/part6-standards-standard621-3808.htm

Engineering Practices:

- ***Rogers Communications Inc. attests*** that the radio antenna system as proposed for this site will be constructed in compliance with the National Building Code and The Canadian Standard Association and comply with good engineering practices including structural adequacy.

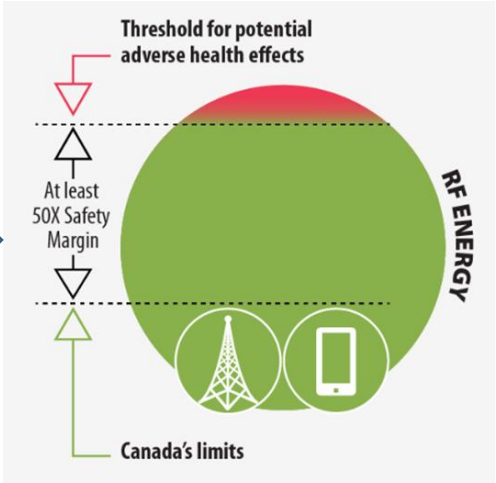
Health Canada's Safety Code 6 Compliance

Health Canada is responsible for research and investigation to determine and promulgate the health protection limits for Exposure to the RF electromagnetic energy. Accordingly, Health Canada has developed a guideline entitled "Limits of Human Exposure to Radiofrequency Electromagnetic Field in the Frequency Range from 3kHz to 300 GHz – Safety Code 6".

The exposure limits specified in Safety Code 6 were established from the results of hundreds of studies over the past several decades where the effects of RF energy on biological organisms were examined. Radiocommunication, including technical aspects related to broadcasting, is under responsibility of the Ministry of Industry (Innovation, Science and Economic Development Canada), which has the power to establish standards, rules, policies and procedures. ISED, under this authority, has adopted Safety Code 6 for the protection of the general public. As such, ISED requires that all proponents and operators ensure that their installations and apparatus comply with the Safety Code 6 at all times.

- ***Rogers Communications Inc. attests*** that the radio antenna system described in this notification package will at all times comply with Health Canada's Safety Code 6 limits, as may be amended from time to time, for the protection of the general public including any combined effects of additional carrier co-locations and nearby installations within the local radio environment.

This figure shows the Canadian limits that incorporate a safety margin of at least 50-fold from the threshold for possible adverse health effects:



More information in the area of RF exposure and health is available on the Health Canada's website under Health Canada's Radiofrequency Exposure Guidelines.
https://www.canada.ca/en/health-canada/services/environmental-workplace-health/reports-publications/radiation/safety-code-6-health-canada-radiofrequency-exposure-guidelines-environmental-workplace-health-health-canada.html

https://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf11467.html

Proponent Contact Information

Rogers Communications Inc.
c/o Simpson-McKay Inc.
12317 Funaro Crescent, Tecumseh ON N9K1B2

Attn: Jeff McKay, Site Acquisition Specialist
(519) 566-9267 j_mckay@rogers.com

Conclusion

Reliable wireless communication services are a key enabler of economic and social development across Canada. They facilitate the growth of local economies by providing easy access to information, and connectivity for residents and business alike.
The infrastructure proposed is suitable for the development over the long term and protects public health and safety.

In response to this growing demand for wireless services, Rogers has worked to find the most suitable location for a new telecommunications structure in our efforts to provide improved wireless services to residents, businesses and the traveling public.

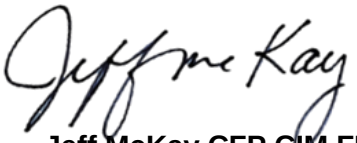
In addition to meeting consumer needs, technological upgrades are also critical to ensuring the accessibility of emergency services such as fire, police and ambulance. Wireless communications products and services used daily by police, EMS, firefighters and other first responders, are an integral part of Canada's safety infrastructure.

Rogers feels that the proposed site is well situated to provide improved wireless voice and data services in the targeted area and designed to have minimal impact on surrounding land uses and meets the intent of the governing protocol.

Rogers looks forward to working with the Township to provide improved wireless services to the community.

Should you have any further questions or comments, please feel free to contact me via email at j_mckay@rogers.com, or via phone at (519) 566-9267.

Yours truly,



Jeff McKay CFP CIM FMA FCSI MBA
Site Acquisition Specialist
Rogers Communications Inc.
☎ **Cell: (519) 566-9267**
✉ **eMail: j_mckay@rogers.com**

Township of South Frontenac

Staff Report

To:	Council
Prepared by:	Development Services Department
Date of Meeting:	February 1, 2022
Subject:	**Rogers Telecommunications Tower Proposal Project C8721 – S Frontenac Road 8 (Westport Road) & White Lake Road**

Summary

Rogers Communication is proposing a new 91.5m guyed telecommunications tower near Westport Road and White Lake, on a property known as 1985 A/B Westport Road, Bedford District. Rogers is requesting the Township pass a resolution concurring with the proposal to locate the telecommunications tower on this property and send a letter to Innovation, Science and Economic Development Canada (formerly Industry Canada) indicating whether the Township supports this proposal.

Recommendation

THAT the Township of South Frontenac concur with the proposal by Rogers Communications Canada Inc. to erect a wireless communication installation on lands known as 1985A/B Westport Road, Parts of Lot 11& 12, Concession 3, Bedford District, South Frontenac (PIN 36243-0185); and,

THAT that the proposal is compliant, with the requirements of ISED Canada's default protocol CPC-2-0-03 Issue 5 (July 2014) "Radiocommunication and Broadcasting Antenna Systems", and all obligations for the municipal and public consultation requirements have been met; and,

THAT staff send a statement of concurrence to Rogers Communication Inc. and Innovation, Science and Economic Development Canada.

Background

Rogers Communication Inc. (Rogers) is proposing a new 91.5m guyed tower telecommunications facility and an ancillary equipment structure surrounded by chainlink fencing, near the intersection of Westport Road (S Frontenac Road 8) and White Road/Youngs Lane. The site location is proposed on the north side of Westport Road.

The closest tower is approximately 10.3km from the proposed location. This new tower will provide improved coverage for local residents and the traveling public. The design of the tower is a 91.5m guyed tower which will have ample space for future co-location opportunities.

Rogers Communication provided the Township with a Site Selection and Justification Report (attachment 1) and a Consultation Summary report (attachment 2).

Cell tower licences are approved by Innovation, Science and Economic Development Canada (ISED, formerly Industry Canada). The provisions of the Ontario Planning Act and other municipal by-laws and regulations do not apply to federal undertakings. However, as part of the approval process, a proponent is required to obtain a letter of concurrence from the municipality in which a telecommunications tower is to be located.

A municipality may issue a Statement of Concurrence supporting the proposal; a Conditional Letter of Concurrence indicating support for the proposal if certain conditions are met, or a Letter of Non-concurrence if it does not support the proposal.

Discussion/Analysis

Rogers requires a resolution from the Township indicating support of its application and a statement of concurrence with the application as part of the Industry Canada (IESD) approval process of issuing a licence for the communication towers. If they do not receive the resolution and letter, Rogers can petition Industry Canada for a decision.

Throughout the Official Plan consultations in 2019 - 2021 – there has been strong public support for increased internet and cellular services in the Township – and this demand has only been strengthened during the COVID pandemic with a growing number of residents working from home and the need for business to provide their goods and services online. Increased cellular coverage also improves safety and connectivity for residents and visitors to the Township and assists staff in delivering modern and efficient services throughout the Township.

While the Township is not the approval authority for telecommunication towers, it does have an important role in indicating to IESD whether or not it supports the Tower proposal.

Financial Implications

None. This project will be undertaken by Rogers Communication at no expense to the Township.

Relationship to Strategic Plans

☐ Not applicable to this report.

☒ This initiative is supported by the following priorities of the 2019-2022 Strategic Plan.

- Priority: 4. Be a catalyst for the creation of vibrant, complete communities.
- Action Item (if applicable): N/A

Notice/Consultation

If a municipality does not have its own public consultation policy for cell towers, the IESD consultation process is used. South Frontenac Township does not have a Local Protocol for cell tower siting.

Rogers provided a Public Notification Package to the five property owners within the required 348 metre radius of the proposed installation. The notice was issued by regular mail on December 13, 2021. The notice described the proposal and invited comments by mail, electronic mail, or phone before January 16th, 2022.

A newspaper ad was also published in the December 16th, 2021 edition of The Frontenac News notifying the public of the proposal and inviting residents to provide comments within 30 days of the notice.

Rogers and the Township did not receive any public comments on this project.

South Frontenac Staff

The following internal stakeholders were consulted in the development of this report:

- Troy Dunlop, Manager of Technical Services and Infrastructure, Public Services
- Tom Berriault, Chief Building Official
- Christine Woods, Senior Planner

Township staff are supportive of the project as it will improve telecommunications coverage in the area and assists with EORN's goal of increasing of bringing critical communication services to Eastern Ontario. This location was selected through a joint effort between Rogers and the EORN project planning group.

Staff are satisfied that Rogers Communication Inc. has complied with the consultation requirements of *ISED Canada's default protocol CPC-2-0-03 Issue 5 (July 2014) "Radiocommunication and Broadcasting Antenna Systems".*

It is noted that entrance permits may be required to be obtained from the Township for this project.

Attachments

1. Site Selection and Justification Report – Rogers Communication
2. Consultation Summary Report - Rogers Communication

Approvals

Submitted By:

Claire Dodds, Director of Development Services, MCIP, RPP

Approved By:

Neil Carbone, Chief Administrative Officer

December 20, 2021

The Township of South Frontenac
Box 100, 4432 George St., Sydenham, On K0H 2T0

Attn: Claire Dodds, Director of Development Services
613-376-3027 x2225 cdodds@southfrontenac.net
CC: Neil Carbone, CAO ncarbone@southfrontenac.net

Re: Proposed Telecommunications Tower; Rogers EORN Site C8721 - S Frontenac Rd 8 & White Road

REQUEST FOR STATEMENT OF *LAND USE AUTHORITY* CONCURRENCE

Dear Claire,

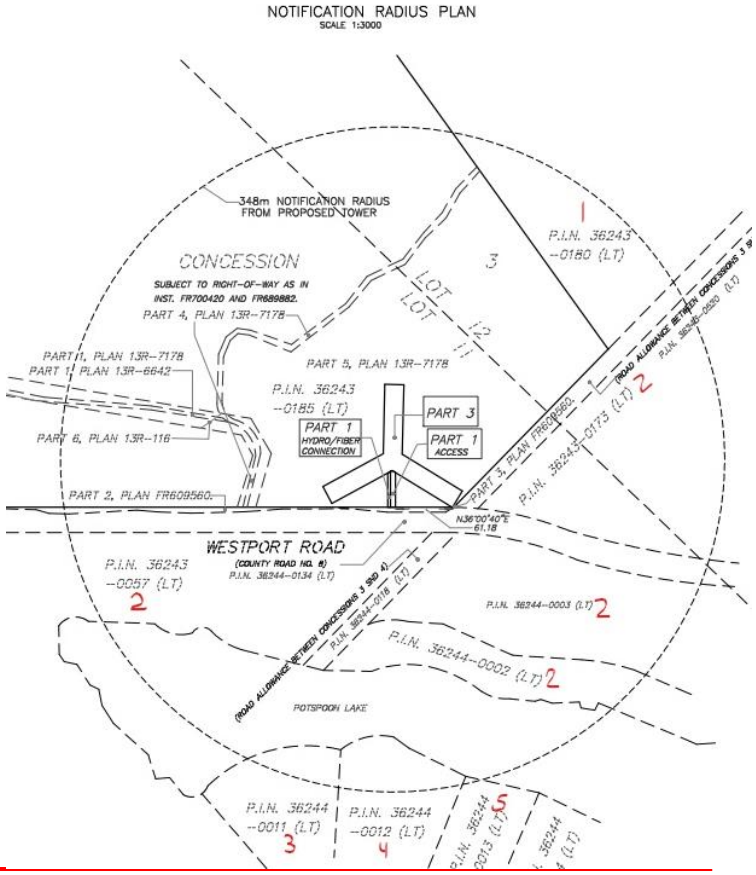
On behalf of Rogers Communications Canada Inc. ("Rogers"), I would like to submit a request for **Statement of Concurrence** concerning the proposed 91.5m Guyed telecommunications tower proposed to be constructed on the land known municipally as 1985 A/B Westport Rd. S., Frontenac ON; PIN 36243-0185 (LT).

I have herewith included for your consideration, a summary of the municipal and public consultation process.

Municipal & Public Consultation Process Summary

Protocol:

We confirmed that you do not have a locally enacted land use protocol for towers, and we are therefore **required to comply with the procedures described in ISED Canada's default protocol CPC-2-0-03 Issue 5 (July 2014)** "*Radiocommunication and Broadcasting Antenna Systems*". One of the key concerns of this process is that such installations are deployed in a manner that considers the surroundings in exercising the mandate to deploy necessary infrastructure.



Public Notification:

Under CPC Section 4.2.1.1 and 4.2.1.2, we were to provide formal notice allowing 30 days for comments to any property owners within three times the tower height (91.5m X 3 + adjustment = 348m).

We asked that you assist with contact/mailing addresses for the property PINs that we identified in the notification radius, and there were five (5) unique addresses provided.

Under CPC Section 4.2.4, synchronized notice was placed in the Frontenac News on December 16, 2021 in accordance with the criteria established therein. A copy of the Public Notice advertisement is attached to this report.

Public Response:

Under Section 4.2.2, we are to respond to all reasonable and relevant concerns raised during the 30-day notification period of

Section 4.2. What is considered reasonable or relevant (or not) is specifically defined under the section entitled "Public Reply Comments".

The 30-day notice period concluded on January 18, 2022.

- **The Municipality has not advised us that they have received any comments or concerns which we are to address.**
- **We ("Rogers") received no comments or concerns from the public.**

Municipal Consultation:

Our consultation with the municipality included the following:

- Pre-consultation to discuss protocol and land use particulars
- Follow-up consultation by phone and email
- Submission of a formal Municipal Introduction Package for review
- Discussion about the proposed property and installation
- Submission of a draft Public Consultation Package and Site Plan for review
- Request for assistance with properties in the Public Notification Radius
- Submission of the draft Public Notice Ad for review, and request for the Township's choice of newspaper
- Submission of the final Public Consultation Package
- Request to identify any other municipal requirements
- Request for Municipal Concurrence
    - *All of our activity fell within the CPC objective of concluding consultation within 120 days.*

Other Municipal Considerations:

As we are regulated under federal policy, provincial legislation such as the *Ontario Building Code Act* and the *Planning Act* including zoning by-laws and site plan control do not apply to these facilities. Our installation is not required to submit application for a building permit. We also asked you to outline formally any other local requirements, and there were none.

Concluding Land Use Authority Consultation:

Under CPC Section 4.3, we have satisfactorily met the consultation requirements.

Rogers feels that the proposed site is well situated to provide and improve wireless voice and data services in the targeted area. The proposed site has been situated and designed to have minimal impact on surrounding land uses.

At this time, we respectfully request the formal Statement of Concurrence, executed by Council. Attached is a draft copy of a specimen form *"SOC Council"* which you may modify and complete to simplify your process.

A copy of this Statement of Concurrence will be sent to ISED Canada, as they require this to confirm our compliance with the **ISED Canada's default protocol CPC-2-0-03 Issue 5 (July 2014)** "*Radiocommunication and Broadcasting Antenna Systems*" prior to moving forward with the installation of the proposed wireless telecommunications facility.

On behalf of Rogers, we look forward to providing better wireless communication service to this area. We thank you for your attention to this request and should you have any questions or need further information, please do not hesitate to contact our office.

Yours Truly,

Jeff McKay CFP CIM FMA FCSI MBA
Site Acquisition Specialist
Rogers Communications Canada Inc.
☎ **Cell: (519) 566-9267**
✉ **eMail: j_mckay@rogers.com**

JJM/rs

Cc:
Innovation, Science and Economic Development Canada (ISED)
Glen McNichols (Landlord)

C8721 - S Frontenac Rd 8 & White Road

Site Selection/Justification Report – Wireless Communications Site

Prepared for: Township of South Frontenac
Neil Carbone, CAO – ncarbone@southfrontenac.net
Claire Dodds, Director of Development Services – cdodds@southfrontenac.net

Proposed: 91.5m Guyed Tower
Coordinates: 44.597847°, -76.600821°
PIN: 36243-0185 (LT) ARN: 102902004017200

Rogers Communications Inc. | 8200 Dixie Road | Brampton ON L6T 0C1
Jeff McKay | Municipal Relations | 519-566-9267 | j_mckay@rogers.com

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Introduction

Like all areas of the province, your community is experiencing explosive demand for wireless services. As people rely more on wireless devices such as smartphones, tablets and laptops for business and personal use, network improvements are required to ensure high quality voice and data services are available.

This document outlines the site selection process in accordance with the requirements of Innovation, Science and Economic Development Canada's (ISED) Spectrum Management and Telecommunications Policy, CPC-2-0-03, Issue 5 (CPC) updated Jul. 15, 2014 and provides a description of the system associated with the proposed wireless communication installation on property owned by ***MCNICHOLS, GLEN JOHN & PATRICIA ANN,*** known municipally as:

Lot 11 Con 3, South Frontenac
PIN: 36243-0185 (LT) ARN: 102902004017200
Legal Description: PT LT 11-12 CON 3 BEDFORD PT 1-5 13R7178 EXCEPT PT 1-3 FR609560; S/T FR700420; S/T FR689882; SOUTH FRONTENAC

The prosperity of Canadians depends on telecommunications services to do their jobs, conduct business, learn new skills and build communities. These services play an important role in the lives of all Canadians, enabling them to participate in today's digital economy and to access health care, education, government, and public safety services.

As a Tier 1 Carrier, Rogers' federal mandate is to fill coverage gaps such that all residents have access to wireless high speed broadband services.

Background and Coverage Requirement

A wireless telecommunications facility is a puzzle piece in a very complex radio network, whether that site is situated in an urban, suburban or rural setting. Customer demand and sound engineering principles direct where sites are required to be located. As people rely more on wireless devices such as smartphones, tablets and laptops for business and personal use, network improvements are required to ensure high quality voice and data services are available. For a wireless network to be reliable, an operator must provide "seamless" coverage so that gaps in the network are avoided. Gaps create dropped calls and overall poor service to customers. Rogers is committed and mandated by its license to ensure the best coverage and service to the public and private sectors.

The proposed site at *the above-noted location* will achieve the necessary engineering coverage objectives for our network. The location will also have the ability to provide much relied upon communication services in the area such as EMS Response, Police and Fire; improved wireless signal quality for area residents, those traveling along the major roads, as well as providing local subscribers with Rogers's 4G/5G wireless network coverage and capacity for products and services such as iPhones, smartphones, tablets and wireless internet through surrounding area.

Rationale for New Telecommunication Infrastructure

In identifying a potential new tower location and design, Rogers examined the surrounding area, assessed the visibility of the structure and considered possible host sitings. Rogers evaluated the best location for a new facility in compliance with protocol-established procedures, based on the following criteria:

Coverage Objectives

ROGERS WIRELESS RADIO ENGINEERING DEPARTMENT

ABBREVIATED SEARCH MAP

SITE NAME: S Frontenac Rd 8 & White Road	**LOCATION CODE:** C8721
RF PLANNER: Mohammad Faisal/Michelle Ma	**TELEPHONE #:** (647) 739-3487
DATE: July 6, 2021	

Proposed Search Map Centre: **Lat:** 44.591561 **Long:** -76.606217

SITE DESCRIPTION: This will be a 3 sectored LTE/5G site. It will also accommodate antennas and equipment for future technology services.

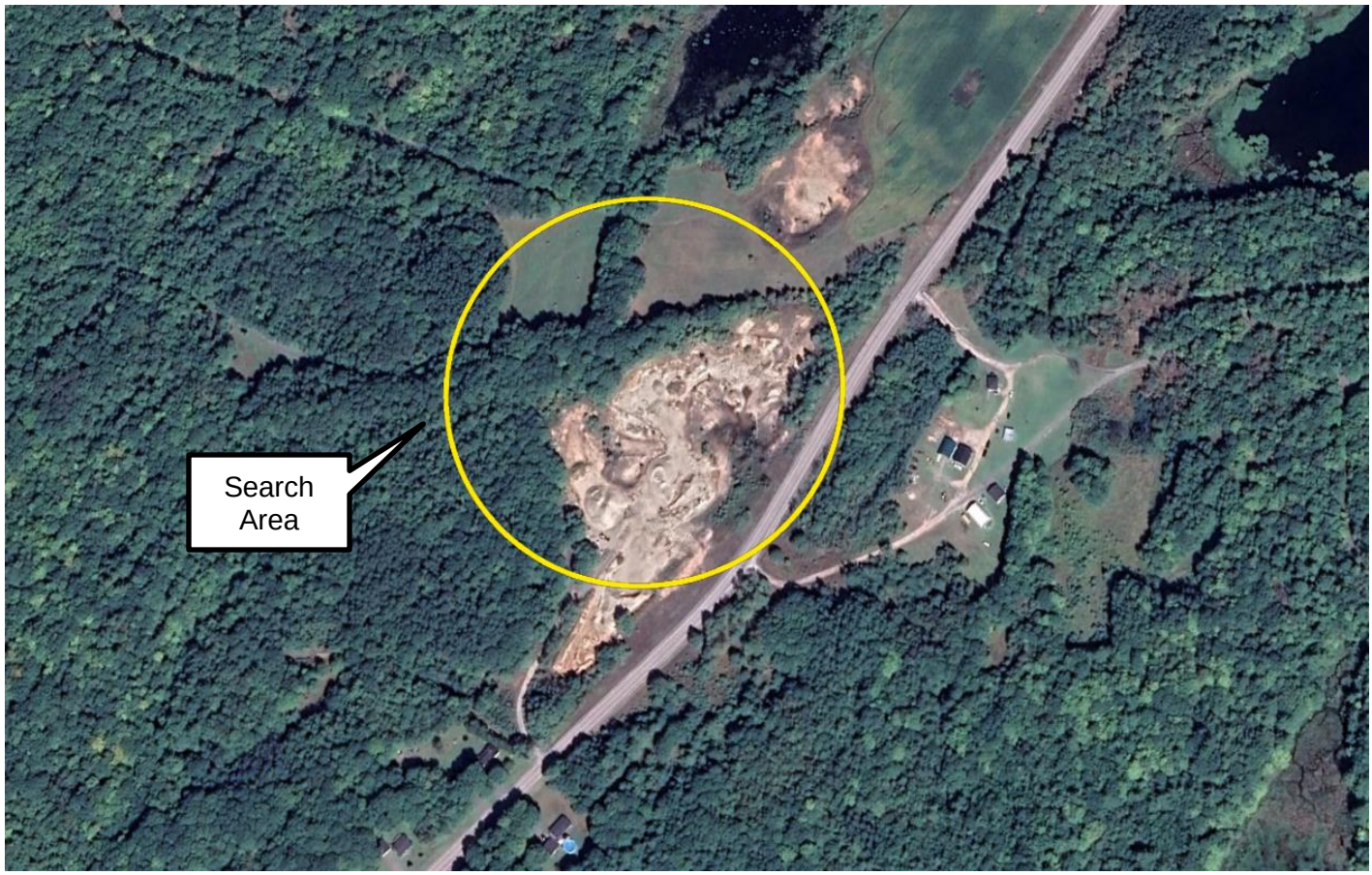
Proposed Antenna Mounting Height: 90m (See page 2 for Tower Selector Chart)

Candidates: the attached search map shows the limits of the proposed candidate.

Co-locates:

Special Comments:

Candidate Search Area



Above depicts the technical search area.

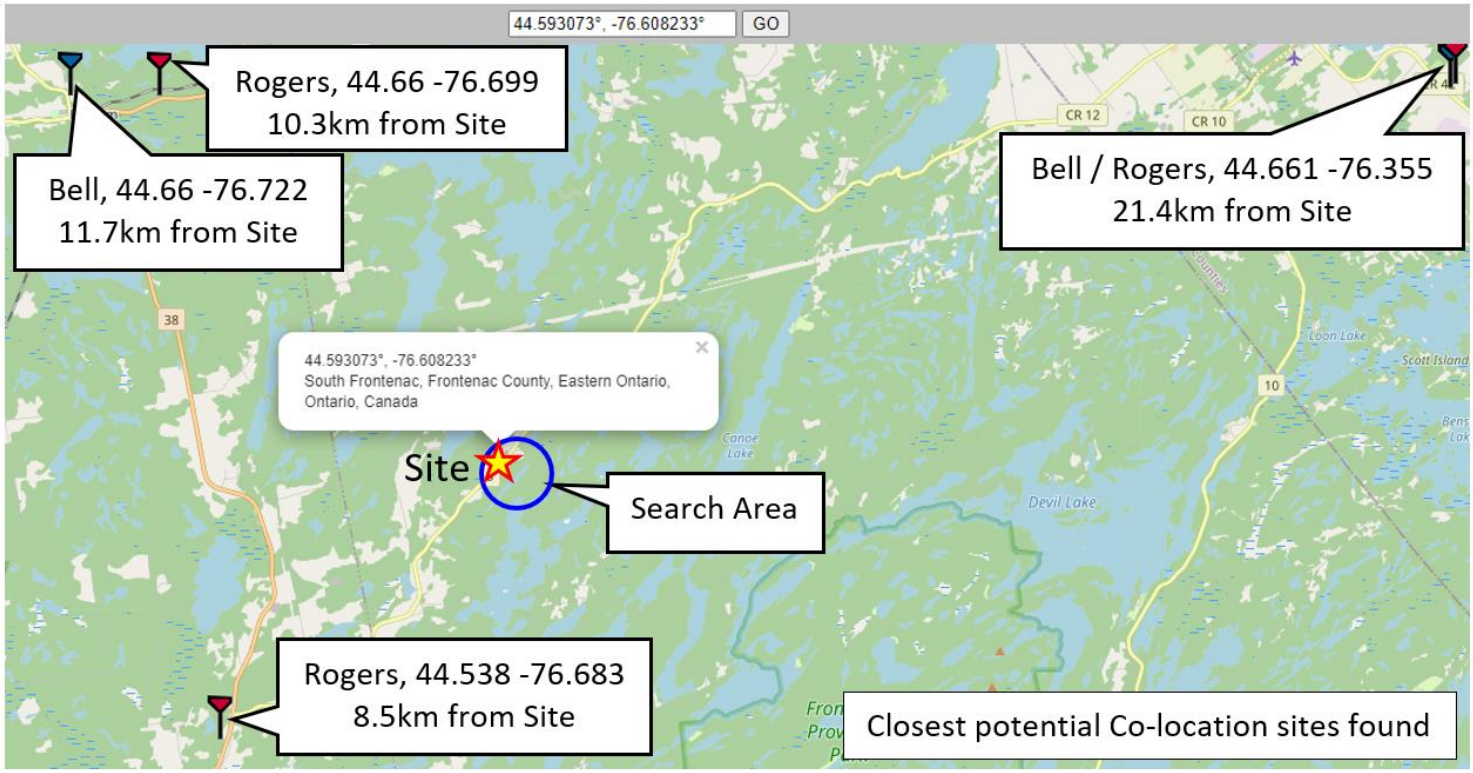
Candidate Search Process

Before building a new antenna-supporting structure the proponent is required to first consider:

- Sharing an existing antenna system, modifying or replacing a structure, if necessary.
- Locate, analyze, and attempt to use any feasible existing infrastructure such as high-rise rooftops, water towers, etc.

Co-location opportunities on existing area carrier structures

- The following local coverage map depicts the local tower inventory of all carriers within a 10km radius of the Search Centre.



There are no existing antenna structures in the area which may be utilized for co-location within two kilometers of the proposed site and a new structure must be erected to address the coverage deficiency.

Evaluation of Other Local Existing Structures / Rooftops

After disqualifying any colocation opportunities, the proponent next evaluates existing structures that are located within the specific geographical area offering the required height and that may be available to support new equipment or to use for co-location.

Existing Structure Notes:

During the site selection process for this proposed, Rogers determined that no other existing infrastructure opportunity was available in our target area that was suitable for our network.

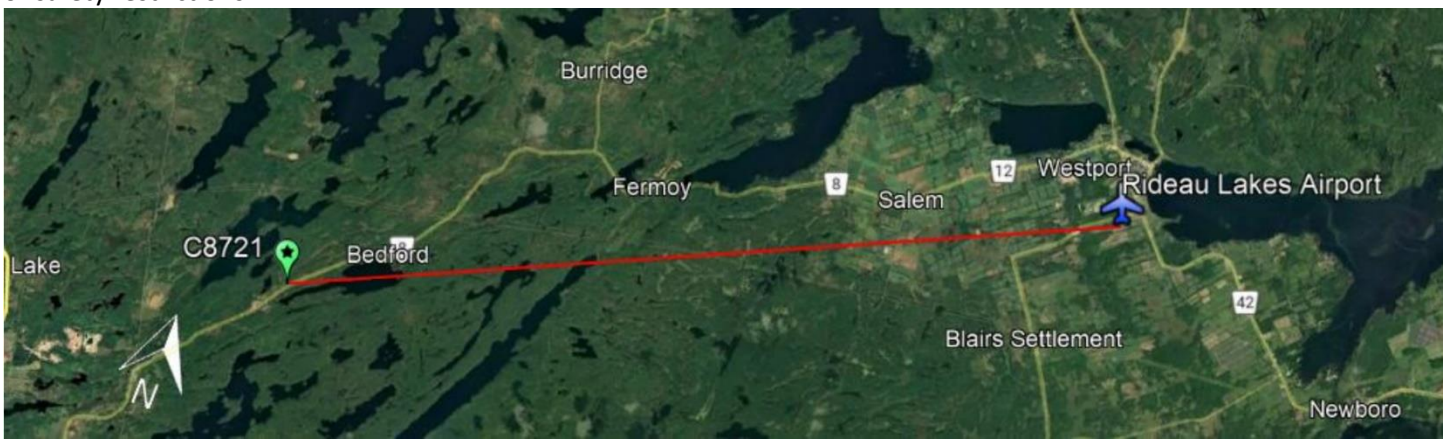
Consideration of municipal surplus properties

Within the Proponent search area, the Proponent sought to identify any surplus municipal properties that may have been satisfactory to meet the coverage objectives.

☒ No suitable municipal properties were found
☐ Suitable municipal properties were identified:

Aeronautical Issues

The proposed site is 17.9km southwest of the Rideau Lakes Airport. Accordingly, it is well outside of any airport zoning or safety restrictions.



Private Candidate Review Process

Having identified an initial, qualified candidate from the preceding exercise, secondary candidates are then evaluated. Private candidates are reviewed starting with the center of the search area and moving out in a radial pattern until a large enough commercial, industrial or agricultural property option was available that could mitigate public concern to the greatest extent possible within the technical coverage limitations.

The following picture depicts the available real estate opportunities which were assessed for candidate suitability and technical sufficiency to meet the Proponent's coverage requirements.

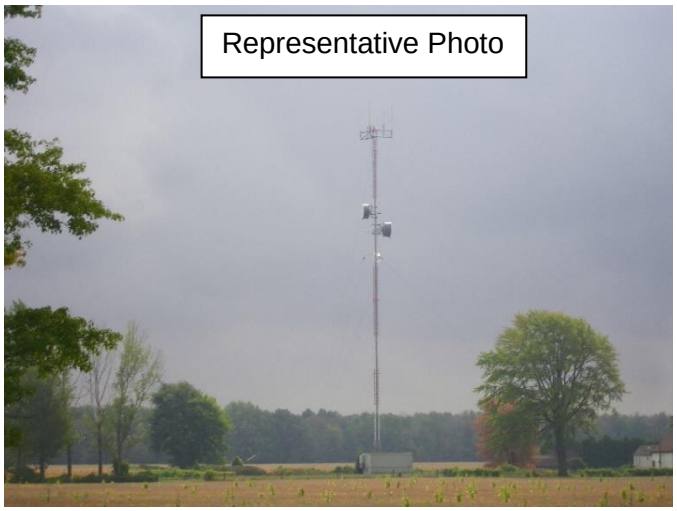
There are a couple property options with the footprint required to support a guyed tower in this area.

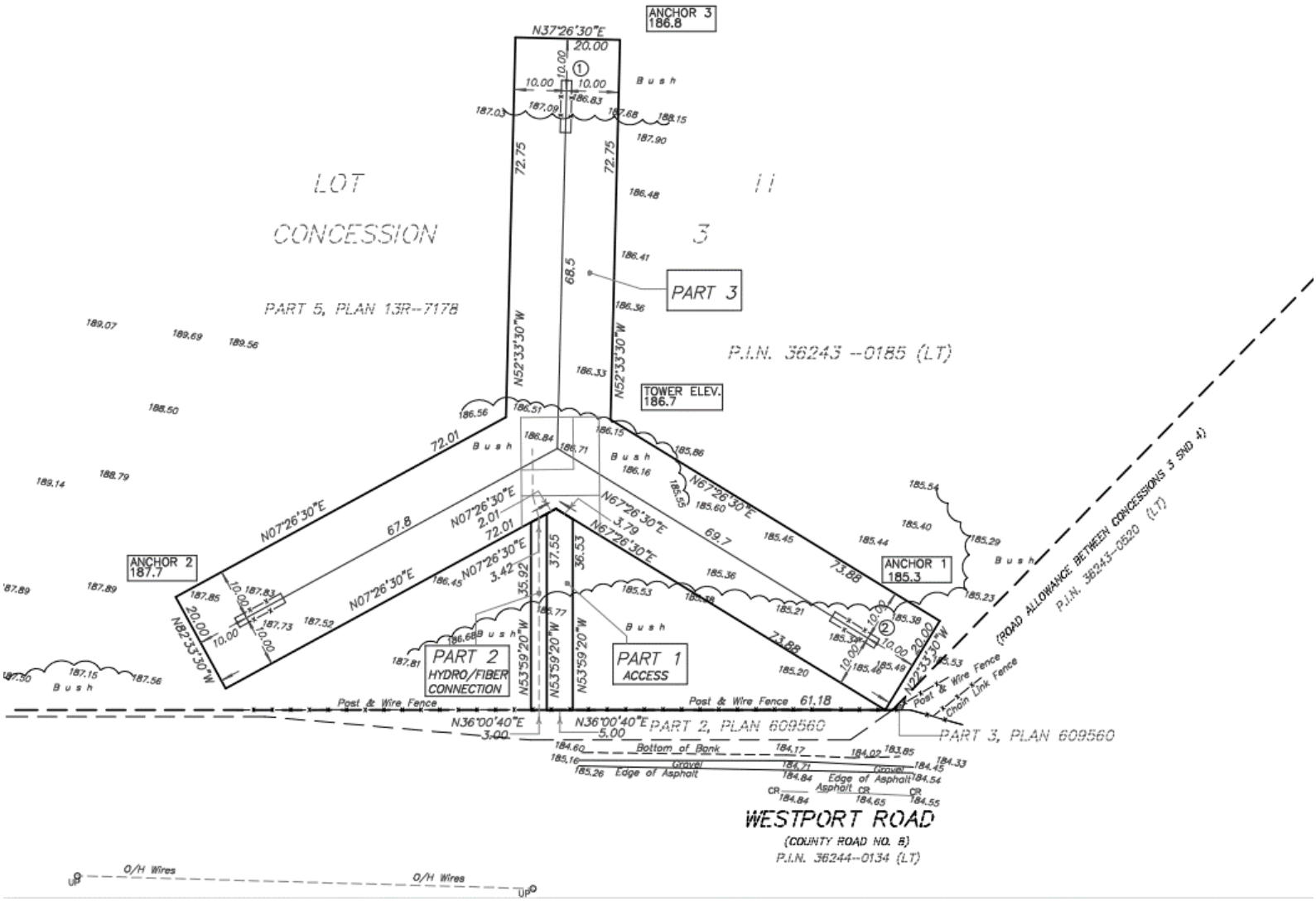
Each of the private candidate sites were disqualified/qualified for the following reasons:

1. MCNICHOLS, GLEN JOHN & PATRICIA ANN – Candidate mitigates total residential uses to the extent possible, RF/TX and Civil Qualified; Selected candidate

2 & 3. YOUNGE, EILEEN MARY – Unable to mitigate minimum setback requirements from residential use

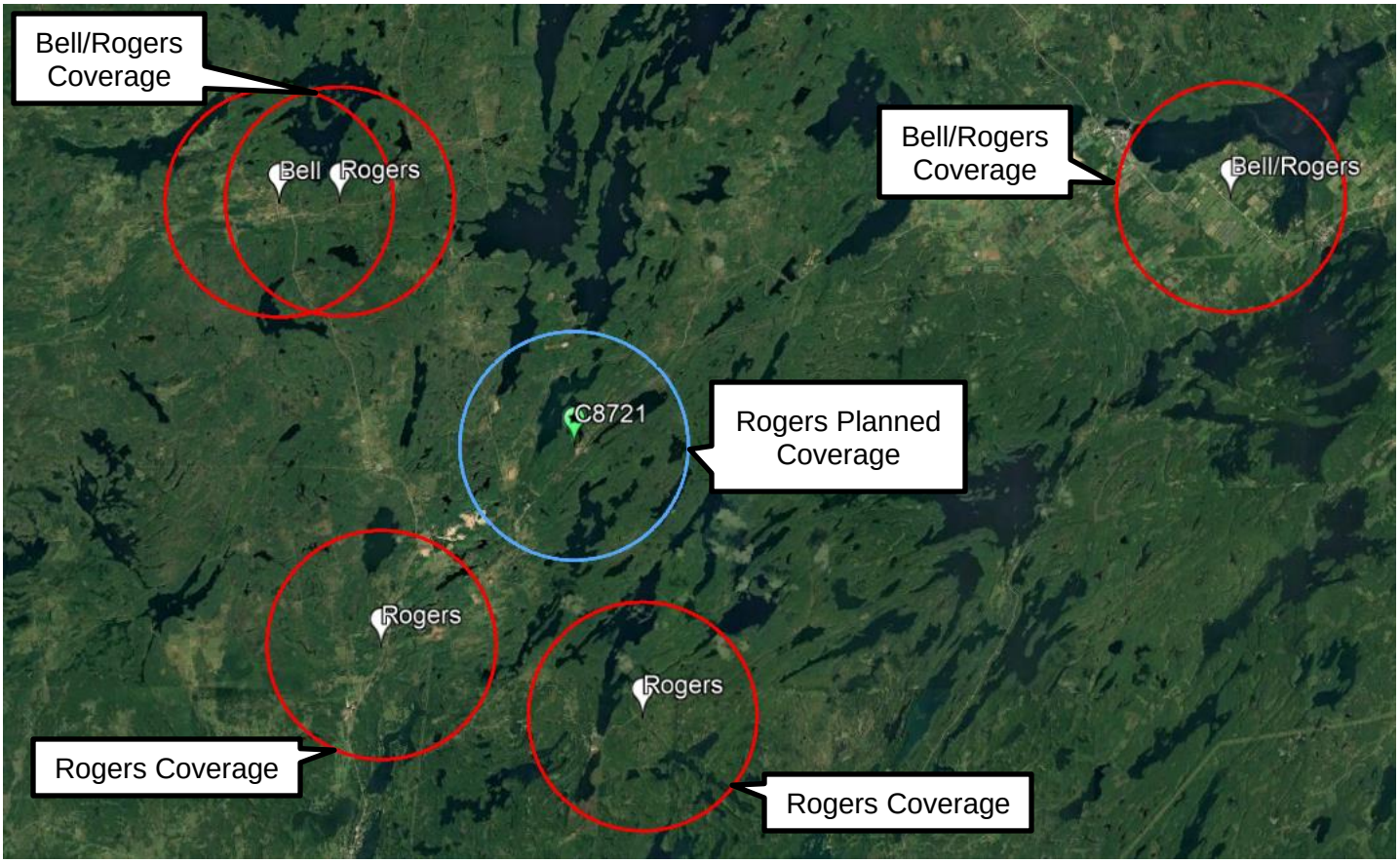
Proposed Facility Location and Site Sketch



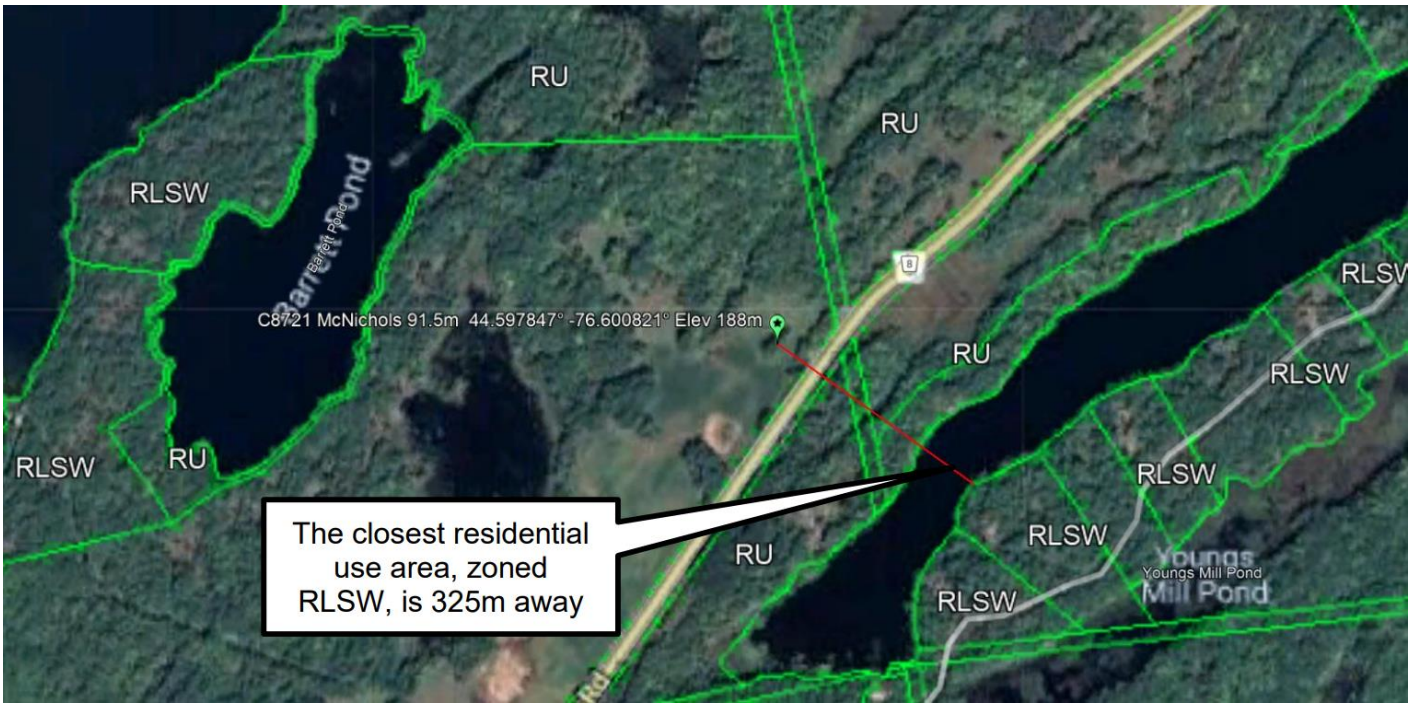


Coverage Map

The coverage map below depicts the general “4G/5G Good Coverage Radius” for the selected candidate, together with other local neighbouring carrier facilities.

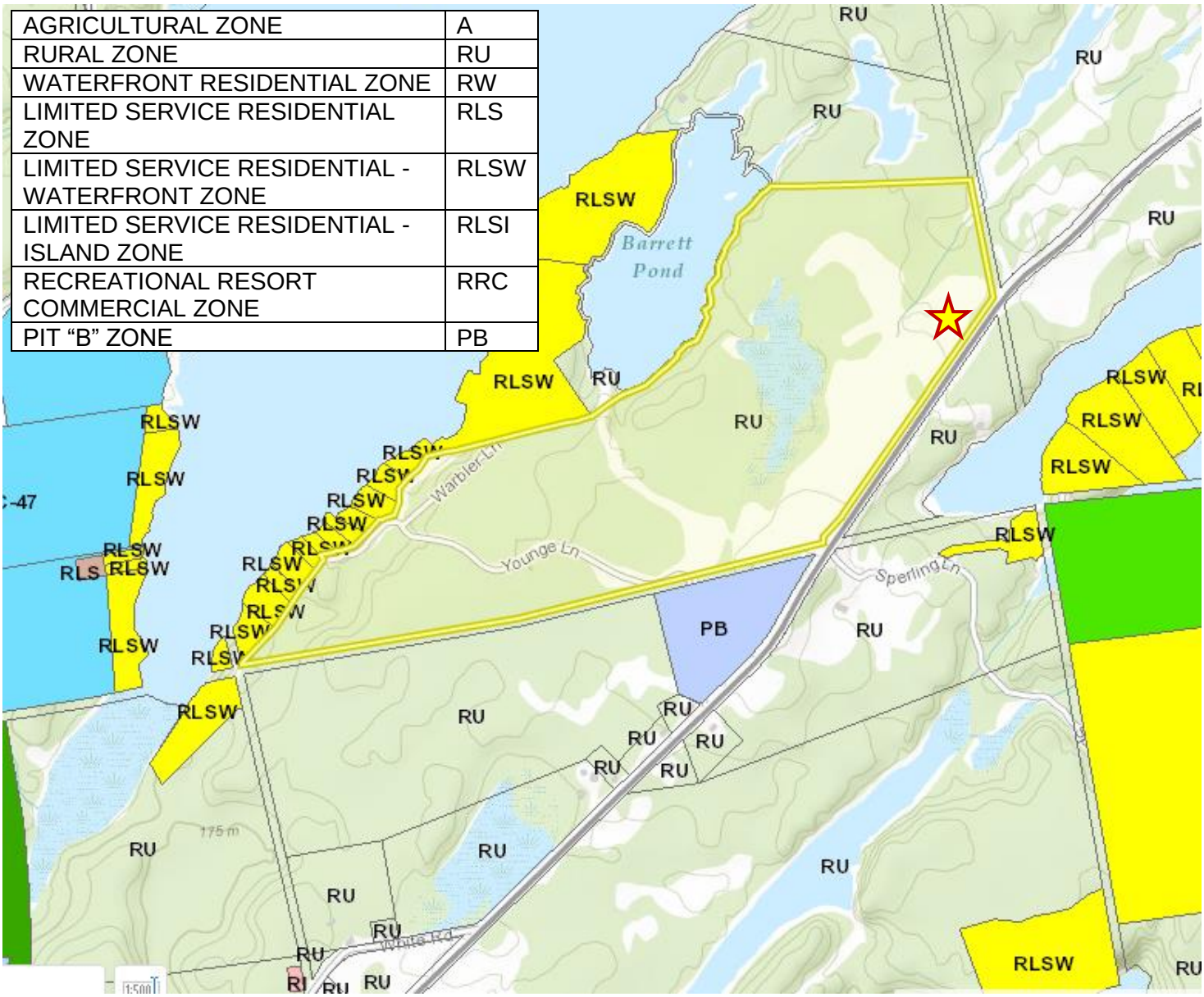


Residential Use Setback Map



Compliance with Zoning Intent

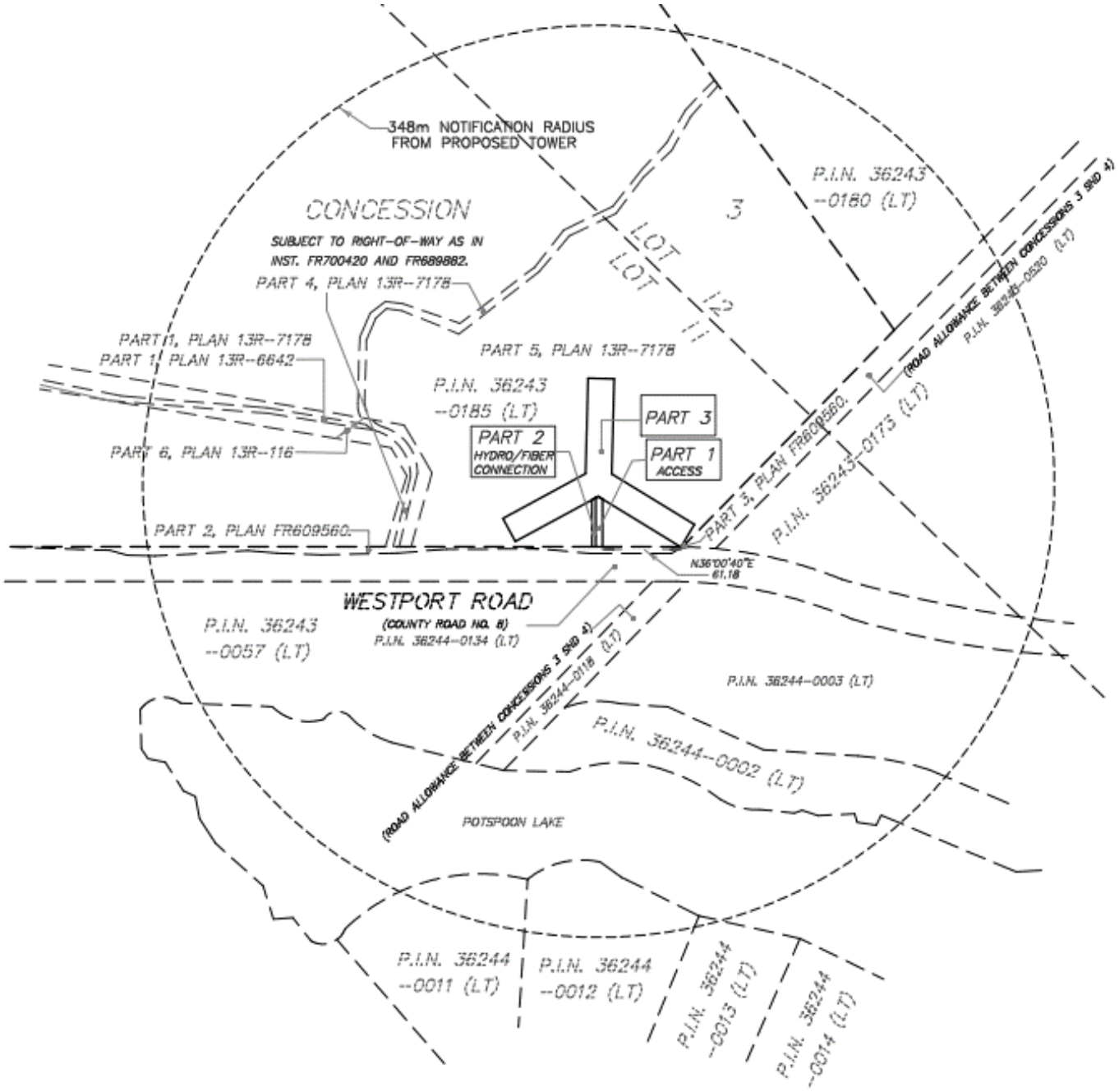
AGRICULTURAL ZONE	A
RURAL ZONE	RU
WATERFRONT RESIDENTIAL ZONE	RW
LIMITED SERVICE RESIDENTIAL ZONE	RLS
LIMITED SERVICE RESIDENTIAL - WATERFRONT ZONE	RLSW
LIMITED SERVICE RESIDENTIAL - ISLAND ZONE	RLSI
RECREATIONAL RESORT COMMERCIAL ZONE	RRC
PIT "B" ZONE	PB



Although federal undertakings are exempt from the application of zoning bylaws, sitings consider the intent of locating on non-residential properties with optimal setbacks from residential use. This siting is located on RU zoned land and abutted on all close sides by RU and further sides by RLSW zoned properties.

The site candidate fully complies in all respects with good siting design tenets and guidelines, and in particular, all optimum design criteria of the CPC.

Local Properties in Notification Radius (8 properties identified)



There are eight (8) private-owned properties, containing 0 residential uses, that fall within the stipulated notification radius. Accordingly, direct (mailing) notice of the proposal is required to be circulated to property owners, as it is in the federally defined (CPC) impact radius.

The facility **is not** located within 3x tower height from a neighbouring municipality. Accordingly, notice of the proposal is not required to be circulated to additional LUAs.

Description of Proposed Tower:

Specifics:

91.5m Guyed Tower enclosed in a 15m x 15m (fenced) secured Compound. This site will be built to accommodate antennas and equipment for future technology services and provide for colocation with other carriers.

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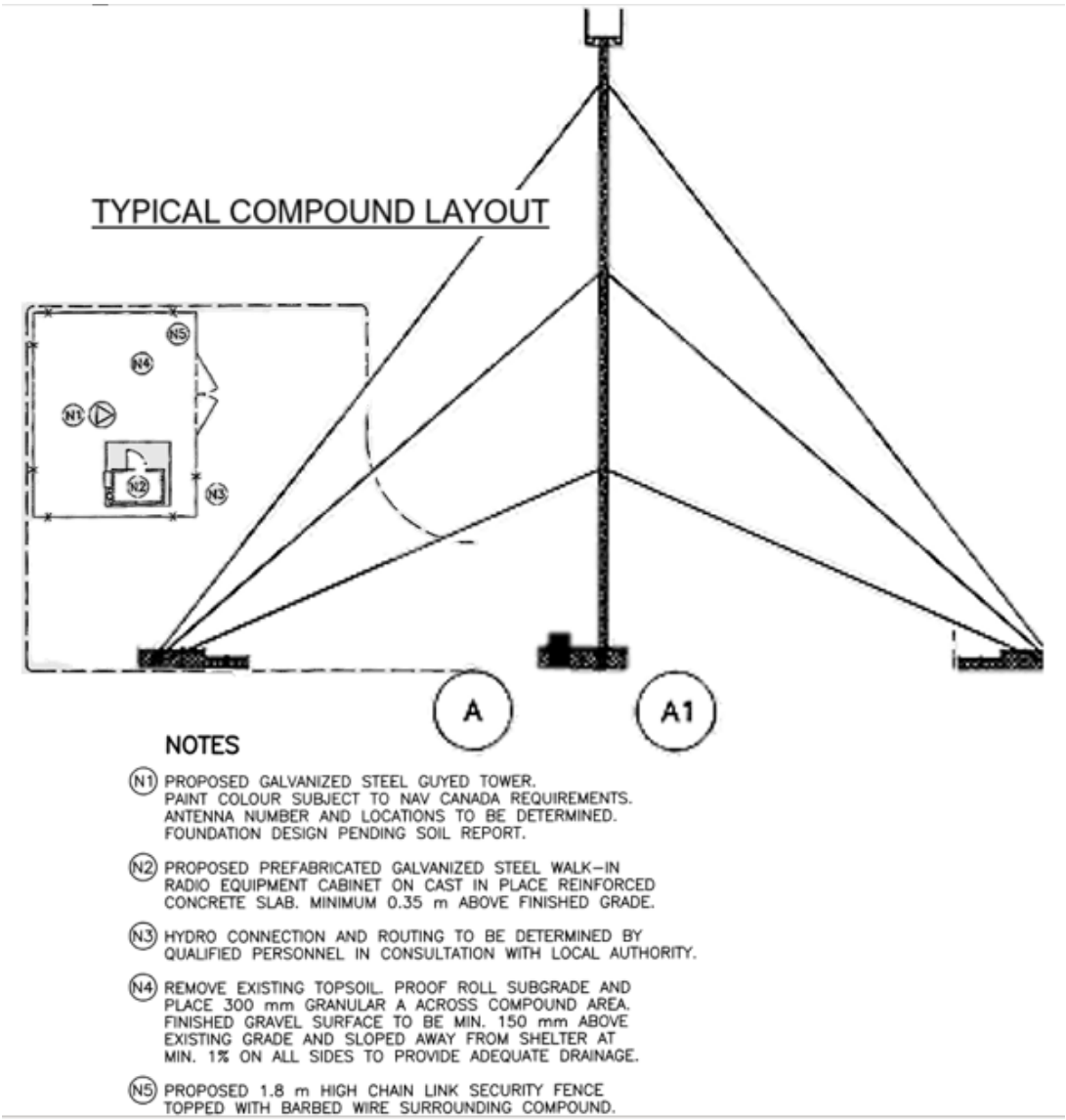


Protocol

The Township of South Frontenac does not have a locally enacted protocol which adapts ISED Canada's default protocol CPC-2-0-03 Issue 5 (July 2014) "*Radiocommunication and Broadcasting Antenna Systems*" to address issues in the local environment. Accordingly, the Proponent is required to follow the terms of the default federal CPC in addressing general and specific requirements. One of the key concerns of this process is that such installations are deployed in a manner that considers the surroundings in exercising the mandate to deploy necessary infrastructure.

CPC Protocol i5: https://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf08777.html

The policy outlines the land use consultation process relevant to evaluating federally mandated wireless communication installations. In accordance with the *CPC,* proponents must provide a notification package to the local public (including nearby residences, community gathering areas, public institutions, schools, etc.), neighbouring land-use authorities, businesses, and property owners, etc. located within a radius of 3-times tower height from the outermost limit of the tower structure. **In this case, there are eight (8) other private properties with different landlords outside of the beneficial ownership of the Landlord that fall within the 3x tower height radius, requiring direct notice.**

Other Municipal Considerations

As we are regulated under federal policy, provincial legislation such as the Ontario Building Code and the Planning Act including zoning by-laws and site plan control do not apply to these facilities.

Additional Public Consultation Obligations

Pursuant to CPC section 4.2, since the tower exceeds 30m in height, the Proponent is required to place a Public Notice in the local community newspaper, inviting comments about this proposal from the public, and participation in the stipulated Public Comment and Reply process.

Federal Requirement: Attestations

In addition to the requirements for consultation with municipal authorities and the public, Rogers must also fulfill other important obligations including the following:

Canadian Environmental Assessment Act

ISED requires that the installation and modification of antenna systems be done in a manner that complies with appropriate environmental legislation. This includes the Canadian Environmental Assessment Act, 2012 (CEAA 2012), where the antenna system is incidental to a physical activity or project designated under CEAA 2012 or is located on federal lands.

- ***Rogers Communications Inc. attests*** that the radio antenna system as proposed for this site is not located within federal lands or forms part of or incidental to projects that are designated by the Regulations Designating Physical Activities or otherwise designated by the Minister of the Environment as requiring an environmental assessment. **In accordance with the Canadian Environmental Assessment Act, 2012, this installation is excluded from assessment.** For additional detailed information, please consult the Canadian Environmental Assessment Act)
http://laws-lois.justice.gc.ca/eng/acts/c-15.21/

Transport Canada's Aeronautical Obstruction Marking Requirements

Aerodrome safety is under the exclusive jurisdiction of NAV Canada and Transport Canada. An important obligation of Rogers' installations is to comply with Transport Canada / NAV CANADA aeronautical safety requirements. Transport Canada will assess the proposal with respect to potential hazards to air navigation and notify Rogers of any painting and/or lighting requirements for the antenna system.

- ***Rogers Communications Inc. attests*** that the radio antenna system described in this notification package will comply with Transport Canada / NAV Canada aeronautical safety requirements.

For additional detailed information, please consult Transport Canada.
http://www.tc.gc.ca/eng/civilaviation/regserv/cars/part6-standards-standard621-3808.htm

Engineering Practices:

- ***Rogers Communications Inc. attests*** that the radio antenna system as proposed for this site will be constructed in compliance with the National Building Code and The Canadian Standard Association and comply with good engineering practices including structural adequacy.

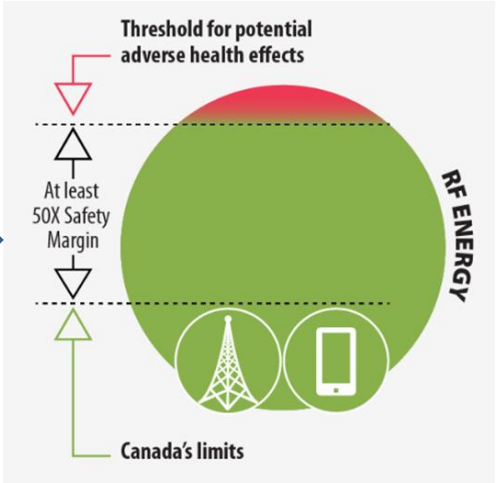
Health Canada's Safety Code 6 Compliance

Health Canada is responsible for research and investigation to determine and promulgate the health protection limits for Exposure to the RF electromagnetic energy. Accordingly, Health Canada has developed a guideline entitled "Limits of Human Exposure to Radiofrequency Electromagnetic Field in the Frequency Range from 3kHz to 300 GHz – Safety Code 6".

The exposure limits specified in Safety Code 6 were established from the results of hundreds of studies over the past several decades where the effects of RF energy on biological organisms were examined. Radiocommunication, including technical aspects related to broadcasting, is under responsibility of the Ministry of Industry (Innovation, Science and Economic Development Canada), which has the power to establish standards, rules, policies and procedures. ISED, under this authority, has adopted Safety Code 6 for the protection of the general public. As such, ISED requires that all proponents and operators ensure that their installations and apparatus comply with the Safety Code 6 at all times.

- ***Rogers Communications Inc. attests*** that the radio antenna system described in this notification package will at all times comply with Health Canada's Safety Code 6 limits, as may be amended from time to time, for the protection of the general public including any combined effects of additional carrier co-locations and nearby installations within the local radio environment.

This figure shows the Canadian limits that incorporate a safety margin of at least 50-fold from the threshold for possible adverse health effects:



More information in the area of RF exposure and health is available on the Health Canada's website under Health Canada's Radiofrequency Exposure Guidelines.
https://www.canada.ca/en/health-canada/services/environmental-workplace-health/reports-publications/radiation/safety-code-6-health-canada-radiofrequency-exposure-guidelines-environmental-workplace-health-health-canada.html

https://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf11467.html

Proponent Contact Information

Rogers Communications Inc.
c/o Simpson-McKay Inc.
12317 Funaro Crescent, Tecumseh ON N9K1B2

Attn: Jeff McKay, Site Acquisition Specialist
(519) 566-9267 j_mckay@rogers.com

Conclusion

Reliable wireless communication services are a key enabler of economic and social development across Canada. They facilitate the growth of local economies by providing easy access to information, and connectivity for residents and business alike.
The infrastructure proposed is suitable for the development over the long term and protects public health and safety.

In response to this growing demand for wireless services, Rogers has worked to find the most suitable location for a new telecommunications structure in our efforts to provide improved wireless services to residents, businesses and the traveling public.

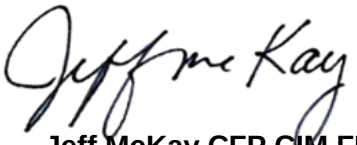
In addition to meeting consumer needs, technological upgrades are also critical to ensuring the accessibility of emergency services such as fire, police and ambulance. Wireless communications products and services used daily by police, EMS, firefighters and other first responders, are an integral part of Canada's safety infrastructure.

Rogers feels that the proposed site is well situated to provide improved wireless voice and data services in the targeted area and designed to have minimal impact on surrounding land uses and meets the intent of the governing protocol.

Rogers looks forward to working with the Township to provide improved wireless services to the community.

Should you have any further questions or comments, please feel free to contact me via email at j_mckay@rogers.com, or via phone at (519) 566-9267.

Yours truly,



Jeff McKay CFP CIM FMA FCSI MBA
Site Acquisition Specialist
Rogers Communications Inc.
☎ **Cell: (519) 566-9267**
✉ **eMail: j_mckay@rogers.com**

Township of South Frontenac

Staff Report

To:	Council
Prepared by:	Office of the Chief Administrative Officer
Date of Meeting:	February 1, 2022
Subject:	**Award Contract for CAO Recruitment**

Summary

This report recommends awarding a contract for the recruitment of a new Chief Administrative Officer (CAO) for the Township.

Recommendation

That Council award a contract for the recruitment of a Chief Administrative Officer (CAO) to *Waterhouse Executive Search* in the amount of $23,250.00 plus HST, in accordance with the terms and conditions outlined in the proposal reviewed by Council in Closed Session on January 25th, 2022.

Background

In late December 2021, the Township's CAO submitted notice of his resignation effective February 25, 2022. As a result, Council appointed an Interim CAO effective February 1, 2022, and directed staff to obtain proposals for the recruitment of a new CAO so that Council had an opportunity to hire for the position before August 19th, 2022 being the potential date when the upcoming municipal election and "lame duck" restrictions under the Municipal Act would prevent Council from directly hiring staff.

On January 25th, 2022, Council considered CAO recruitment proposals in closed session and provided direction to staff to arrange for an interview with one of the firms. On January 27th, 2022, an interview was conducted with a single firm in closed session.

Discussion/Analysis

Given the variety of services, warranties, timelines and other elements included in the proposals, the fees for each are not included in this or prior open session agendas since they are not reflective of a consistent package of services and represent proprietary information for the firms. The Township's solicitor was consulted to ensure the appropriateness of discussing recruitment proposals in closed session.

In accordance with the procurement by-law, and based on past costs for the recruitment services, a minimum of three (3) quotes/proposals needed to be obtained. A total of five (5) were received for Council's consideration, from the following professional firms:

1. Boyden Canada
2. Cornerstone Management Solutions Ltd.
3. Feldman Daxon Partners Inc.
4. Palmer and Associates
5. Waterhouse Executive Search

Based on Council's direction to interview a single firm for the contract, and following that interview on January 27, 2022, staff is recommending awarding the contract for recruitment of a CAO to Waterhouse Executive Search in the amount of $23,250 inclusive of all expenses, and subject to other terms as outlined in the proposal reviewed by Council on January 25th, 2022.

Financial Implications

The cost of recruitment by Waterhouse Executive Search is $23,250 + HST. This would be carried in the operating budget but funded from the Working Funds Reserve, so it will have no impact on the 2022 budget as presented.

Any advertising costs not included in the proposal would be billed separately or paid directly by the Township; however, such costs re anticipated to be negligible and within advertising budgets for 2022.

Relationship to Strategic Plans

☒ Not applicable to this report.
☐ This initiative is supported by the following priorities of the 2019-2022 Strategic Plan.

- Priority:

Attachments

None.

Approvals

Prepared and Approved By:

Neil Carbone
Chief Administrative Officer

Township of South Frontenac

Staff Report

To:	Council
Prepared by:	Office of the Clerk
Date of Meeting:	February 1, 2022
Subject:	**Council Appointments to Committee of Adjustment for 2022**

Summary

This report is to formally appoint Council members to the Committee of Adjustment for the year 2022 by By-law 2022-11.

Recommendation

That Council approve By-law 2022-11, being a by-law to appoint Council members to the Committee of Adjustment for the term ending November 14, 2022.

Background

While members of the public are appointed to the Committee of Adjustment the term of council, Council members are appointed on an annual basis. Council members were appointed by By-law 2021-06 for the term ending December 31, 2022.

Changes made to the Municipal Elections Act defined the current term of Council to end on November 14, 2022, thus the appointments made in By-law 2022-11 expire on November 14, 2022.

Discussion/Analysis

As the first meeting of the Township of South Frontenac's Committee of Adjustment is scheduled February 10, 2022, Development Services staff will require the names of the members of council that are appointed to Committee of Adjustment to circulate planning notifications and agendas.

Relationship to Strategic Plans

☒ Not applicable to this report.
☐ This initiative is supported by the following priorities of the 2019-2022 Strategic Plan.

- Priority:

Notice/Consultation

Not applicable.

Attachments

- By-law 2022-11

Approvals

Submitted By:

Angela Maddocks
Clerk

Approved By:

Neil Carbone
Chief Administrative Officer

TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2022-11

A BY-LAW TO APPOINT COUNCIL MEMBERS TO COMMITTEE OF ADJUSTMENT FOR THE YEAR 2022.

WHEREAS the Council of the Township of South Frontenac appoints a number of individuals to carry out various duties in the Municipality and constitute different boards and committees; and,

WHEREAS it is expedient to consolidate these appointments in order to provide a consistent list of these appointees,

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

THAT:

1) Persons, as set out on Schedule "A" attached hereto, are hereby appointed to carry out various duties in the municipality and serve on the certain Committee and Boards for the term as set out opposite their names on Schedule "A".

2) Schedule "A" of this by-law may be amended by resolution of Council.

3) This by-law shall come into force and take effect on the date of its final passing.

Dated at The Township of South Frontenac this 1 day of February, 2022.

Read a first and second time this 1 day of February, 2022.

Read a third time and finally passed this 1 day of February, 2022.

THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC

_____

Ron Vandewal, Mayor

_____

Angela Maddocks, Clerk

TOWNSHIP OF SOUTH FRONTENAC
SCHEDULE "A"
TO BY-LAW 2022-11
COUNCIL APPOINTMENTS FOR 2022 TO COMMITTEE OF ADJUSTMENT

NAME	**TERM EXPIRES**
COMMITTEE OF ADJUSTMENT	
Bedford District	
_____	November 14, 2022
Loughborough District	
_____	November 14, 2022
Portland District	
_____	November 14, 2022
Storrington District	
_____	November 14, 2022

Township of South Frontenac

Staff Report

To:	Council
Prepared by:	Development Services Department
Date of Meeting:	February 1, 2022
Subject:	**4th Quarter 2021 – Building Services Report**

Summary

This report summarizes the delivery of Building Services within the Development Services Department between October 1st, 2021, and December 31st, 2021 (4th Quarter, 2021) as well as a year-end summary for 2021.

In 2021 (Q1 – Q4), Building Services dealt with 1168 files. These include South Frontenac building applications, Part 8 applications, pool applications and investigation files, as well as applications related to the delivery of Part 8 services across the other three (3) Frontenac Townships.

Recommendation

This report is for information only.

Background

Each quarter, Building Services reports publicly on the number of permit applications being received and processed by the Township. This includes the delivery of Part 8 services on behalf of all four (4) of the Frontenac Townships. This information serves as a gauge for growth and informs current and future resource allocation.

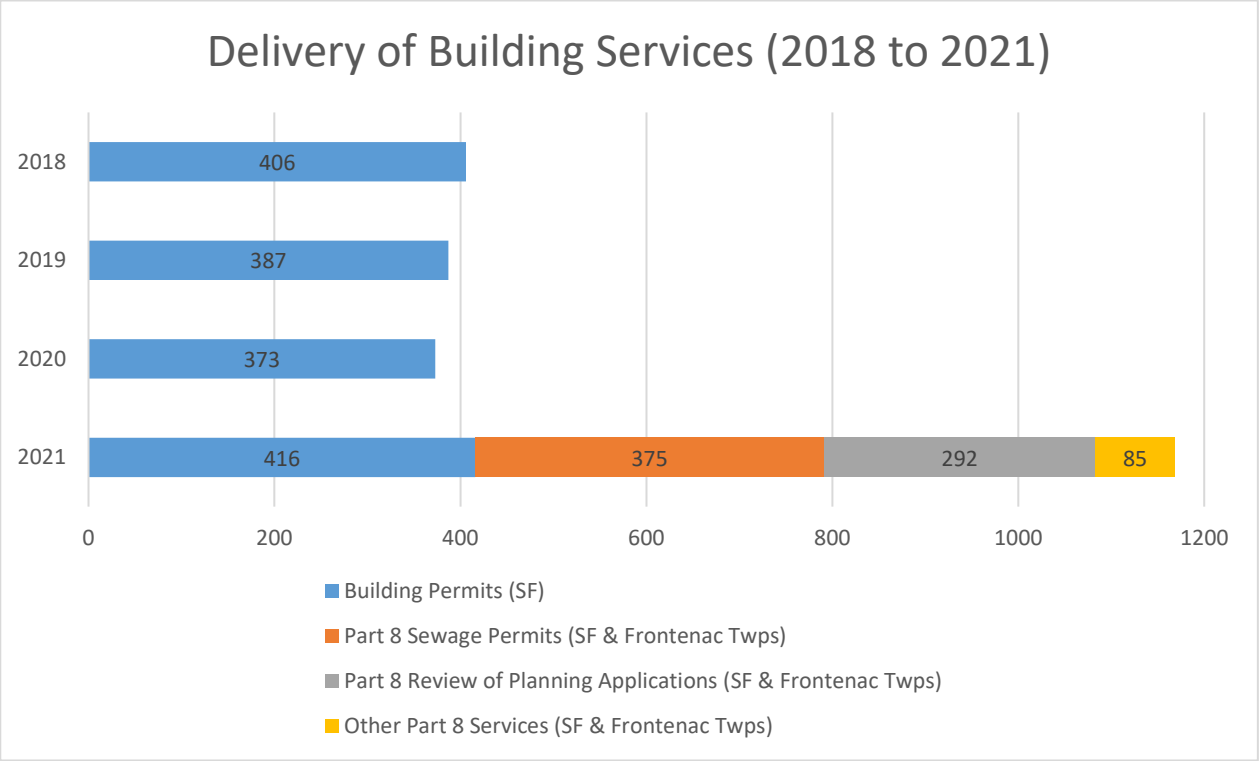
This report summarizes Quarterly Construction Values from 2018 to 2021, as well as types of construction that have occurred, Building Permits that have been issued and closed, and Part 8 services that were delivered.

Discussion/Analysis

In 2021, Building Services received and processed 1168 files. Of those files, 35% (416) of these files are for construction and pool permits in South Frontenac. The remaining files are related to the delivery of Part 8 Services for the four Frontenac Townships. These files include, Part 8 Sewage System permits, as well as other types of applications related to the

delivery of Part 8 services including the review of planning applications from a Part 8 perspective in all four Frontenac Townships.

Prior to the addition of Part 8 services in 2021, the Township received approximately 400 building permit applications annually in each of the past four (4) years.



Permits Issued in South Frontenac Exclusively:

In 2021, 416 building permits were issued for construction in South Frontenac. An additional 157 permits were issued for Part 8 Sewage permits in South Frontenac. A total of 573 permits were issued in South Frontenac in 2021.

In the 4th quarter of 2021, 112 building permits were issued in South Frontenac, with 40 of those permits issued for sewage systems.

The most frequent type of permit issued in South Frontenac in 2021 was for a sewage system under Part 8 of the Building Code. Other permits were for garages, accessory buildings and decks (112) and Single-Family dwellings (64) represent the next largest category of permits.

The following chart provides a breakdown by permit type by quarter in 2021 exclusively for South Frontenac.

Type of Construction	JAN-MAR	APR-JUNE	JULY-SEPT	OCT-DEC	YTD
Single Family Dwellings	7	30	12	15	64
Seasonal Dwellings	3	3	7	1	14
Additions & Renovations	12	23	13	8	56
Garage, Accessory Bldgs, Decks	18	36	33	25	112
Sewage Systems	7	66	44	40	157
Woodstove/Pellet/Chimney	8	5	11	10	34
Agricultural Buildings	2	3	5	1	11
New ICI/Multi-Res Bldgs.	0	0	0	0	0
Reno/Additions to ICI/Multi-Res Bldgs.	7	7	1	2	17
Demolitions	10	18	16	7	51
Pool enclosure	7	6	25	3	40
Other (Signs, Solar Panels, Investigations)	5	4	8	0	17
TOTAL PERMITS	**86**	**201**	**175**	**112**	**573**

That chart below shows annual quarterly construction values and associated volume of permits in each of the last four (4) years.

The total value of construction in South Frontenac for 2021 is just over $41 million dollars, which exceeds total construction values in each of the last three (3) years.

The number of *building* permits issued in 2021, excluding Part 8 permits (417) has also exceeded the annual totals in each of the last three (3) years.

**No construction value is assigned to sewage systems that have been approved under Part 8 of the Building Code as it is considered servicing infrastructure.*

Quarterly Construction Values for all South Frontenac projects:

	2018		2019		2020		2021		
	CONSTRUCTION VALUE	PERMITS ISSUED	CONSTRUCTION VALUE	PERMITS ISSUED	CONSTRUCTION VALUE	PERMITS ISSUED	CONSTRUCTION VALUE	PERMITS ISSUED	PART 8 ISSUED
January-March	$2,990,962.00	57	$2,211,814.00	44	$2,130,500.00	38	$5,322,701.00	79	7
April-June	$13,050,757.00	146	$14,794,702.00	142	$8,141,000.00	103	$17,287,756.00	135	66
July-September	$10,174,862.00	126	$11,678,813.00	134	$10,938,758.00	146	$10,327,767.00	131	44
October-December	$5,501,998.00	77	$7,112,000.00	67	$9,442,065.00	86	$8,420,592.00	72	40
Totals	**$31,718,579.00**	**406**	**$35,797,329.00**	**387**	**$30,652,323.00**	**373**	**$41,358,816.00**	**417**	**157**

Township of South Frontenac
Staff Report – Q4 2021 – Building Services

South Frontenac Building Permits Closed:

In 2021, South Frontenac Building services closed 303 building permits. These totals may include permits issued in 2021 or in previous years which had yet to be closed.

Type of Construction	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	YTD
Single Family Dwellings	3	11	9	7	30
Seasonal Dwellings	0	2	4	0	6
Additions & Renovations	12	11	11	7	41
Garage, Accessory Bldgs, Decks	16	18	33	23	90
Sewage Systems	3	2	15	11	31
Woodstove/Pellet/Chimney	6	2	3	6	17
Agricultural Buildings	0	0	0	0	0
New ICI/Multi-Res Bldgs.	0	1	0	0	1
Reno/Additions to ICI/Multi-Res Bldgs.	7	0	0	0	7
Demolitions	5	11	2	14	32
Pool enclosure	1	8	20	8	37
Other (Signs, Solar Panels, Investigations)	1	3	6	1	11
TOTALS	**54**	**69**	**103**	**77**	**303**

Delivery of Part 8 Services for all Frontenac Townships (Q4 - 2021):

Part 8 Services	North Frontenac		Central Frontenac		Frontenac Islands		South Frontenac	
		Total Fee	#	Total Fee	#	Total Fee	#	Total Fee
Sewage System Permits	14	$13,692.00	31	$26,217.00	10	$9,574.00	40	$38,708.00
Performance Reviews	4	$2,060.00	2	$1,030.00	1	$515.00	9	$4,635.00
Septic Review - Consents	6	$3,090.00	21	$10,815.00	0	$0.00	16	$8,240.00
Septic Review - Minor Variances	3	$873.00	6	$2,004.00	0	$0.00	8	$2,156.00
Sewage System Record Search	3	$309.00	3	$309.00	1	$103.00	16	$1,648.00
TOTALS	**30**	**$20,024.00**	**63**	**$40,375.00**	**12**	**$10,192.00**	**89**	**$55,387.00**

From October 1st to December 31st, 2021 (Q4), South Frontenac Building Services processed a total of 194 applications under Part 8 of the Ontario Building Code, including permits, performance and planning reviews, and record searches for all four (4) Frontenac Townships.

For all of 2021, a total of 703 Part 8 applications of all types were processed across all four (4) townships. This significantly exceeded the initial estimate of 400 applications for Part 8 services which had been based on KFL&APH's 2019 data prior to assuming Part 8 services.

Delivery of Part 8 Services for all Frontenac Townships (2021):

Part 8 Services	North Frontenac		Central Frontenac		Frontenac Islands		South Frontenac	
		Total Fee	#	Total Fee	#	Total Fee	#	Total Fee
Sewage System Permits	79	$76,110.00	105	$96,774.00	34	$32,094.00	157	$157,458.00
Performance Reviews	13	$6,695.00	8	$4,120.00	4	$2,060.00	24	$12,360.00
Septic Review - Consents	21	$10,740.00	52	$28,765.00	5	$2,560.00	59	$30,325.00
Septic Review - Minor Variances	7	$2,969.00	16	$8,588.00	1	$463.00	33	$22,308.00
Sewage System Record Search	13	$1,339.00	15	$1,539.00	4	$412.00	53	$5,459.00
TOTALS	**133**	**$97,853.00**	**196**	**$139,786.00**	**48**	**$37,589.00**	**326**	**$227,910.00**

Financial Implications

Building Fees

The revenue collected for all South Frontenac Building Permits, *excluding Part 8 applications*, for 2021 was $591,215.

Part 8 Fees

The total revenue collected in fees for Part 8 services for all four (4) Townships in Q4 2021 was $118,697 resulting in a yearly total of $537,301 from chargeable Part 8-related services (all Townships).

This contrasts with the estimated annual revenue of $346,200 from all Townships, on which South Frontenac had based its assumption of County-wide Part 8 service delivery.

Since fees for Part 8 services mirrored those of KFL&APH, these figures represent a greater demand for Part 8 services than had been expected and warrants careful monitoring to ensure sufficient resources are available to properly manage this workload in the future.

Total South Frontenac Fees

Including building and Part 8 fees, South Frontenac collected $819,125 in fees in 2021.

Relationship to Strategic Plans

☐ Not applicable to this report.

☒ This initiative is supported by the following priorities of the 2019-2022 Strategic Plan.

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

Notice/Consultation

- Director of Corporate Services & Treasurer

Attachments

None.

Approvals

Prepared by: Peggy Spafford, Permit Intake Coordinator

Tom Berriault, Chief Building Official

Submitted by:

Claire Dodds, Director of Development Services

Approved By:

Neil Carbone, Chief Administrative Officer

Township of South Frontenac
Staff Report

To:	Council
Prepared by:	Development Services Department
Date of Meeting:	February 1, 2022
Subject:	**4th Quarter 2021 – Planning Services Report**

Summary

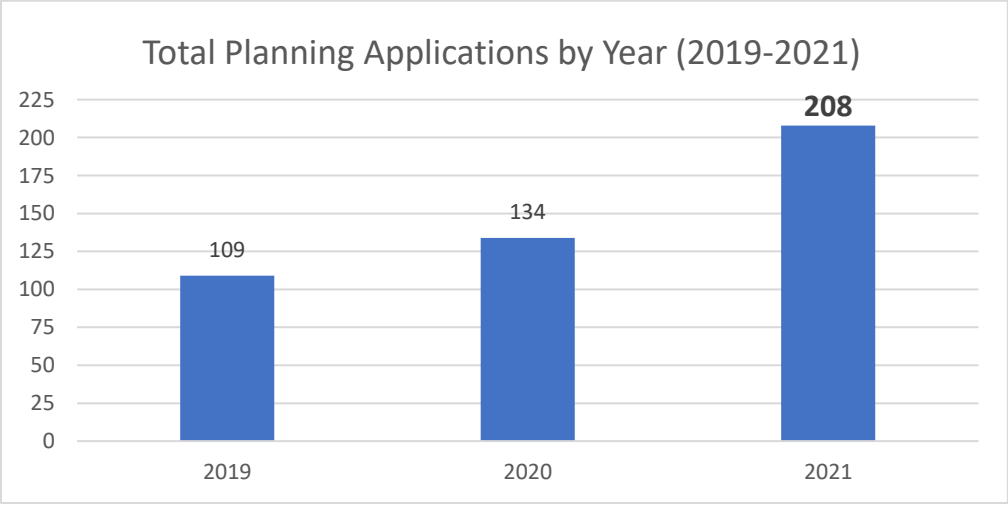
This report documents the delivery of Planning Services within the Development Services Department between October 1, 2021 and December 31, 2021 (4rd Quarter, 2021) and summarizes trends in planning services delivered in 2021.

Recommendation

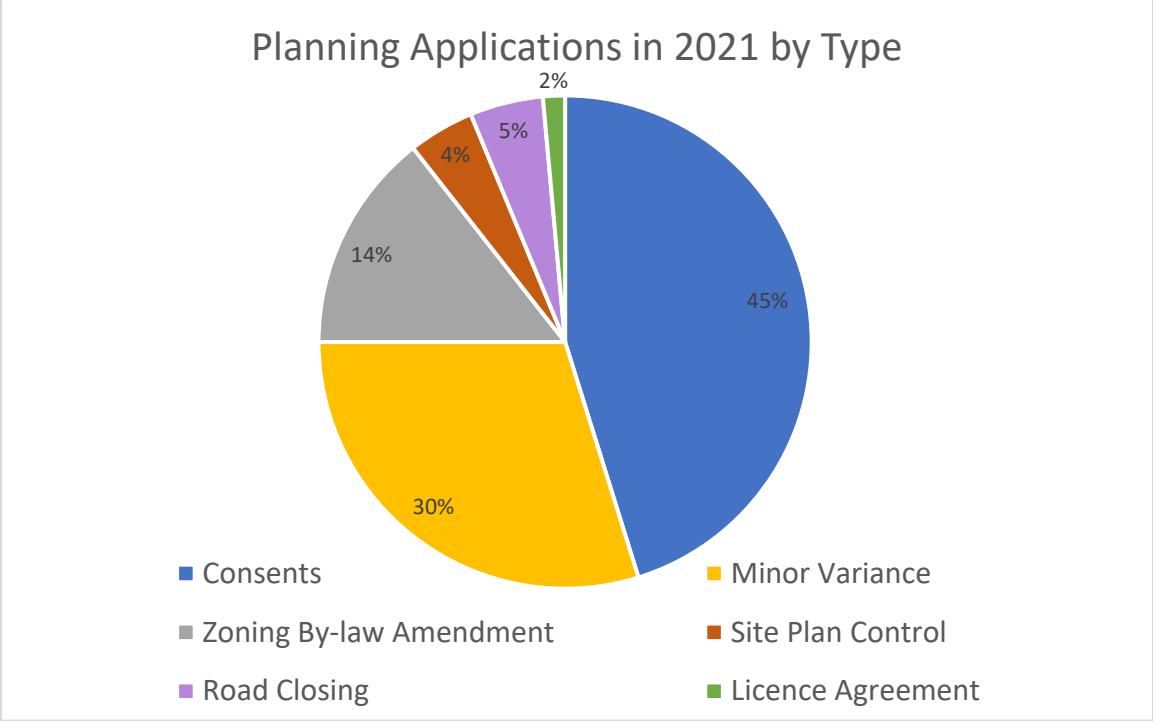
This report is for information only.

Background

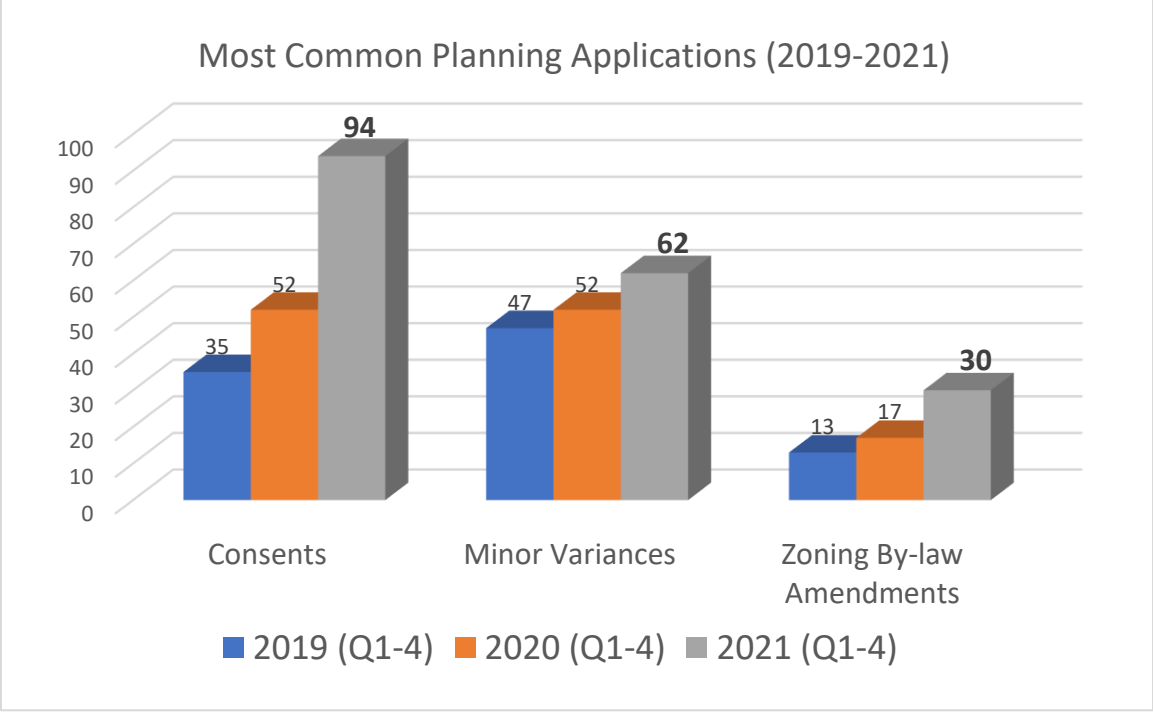
A total of 208 planning applications were submitted and processed by Planning Services in 2021. Planning applications have continued to rise steadily in each of the past three (3) years. The chart below indicates the annual volume of applications processed and submitted each year between 2019 and 2021.



The most frequently submitted applications in 2021 continue to be consents, minor variances and zoning by-law amendments.



The chart below compares the number of consent, minor variance and zoning by-law amendment applications in 2021.



Other Statistics

75 new lots were created in the Township in 2021 (Q1-4, 2021):

- 28 new residential units have been created through approval of Cranberry Cove and Johnston Point Plans of Condominium.
- 47 lots created by consent were registered in 2021.

In 2021, planning staff held 377 pre-consultation meetings, compared to 287 in 2020 and 266 in 2019 (266).

The charts below break out planning activities by application type for each quarter of 2021 and compare the total number of 2021 applications to the 2020 & 2019 totals.

Pre-consultation Meetings

	Number of Meetings
2021 – 4th Quarter Total	88
2021 – 3rd Quarter Total	75
2021 – 2nd Quarter Total	110
2021 – 1st Quarter Total	104
2021 – Annual Total	**377**
2020 – Annual Total	287
2019 – Annual Total	261

Consent Applications

	Complete Applications Submitted
2021 – 4th Quarter Total	29
2021 – 3rd Quarter Total	17
2021 – 2nd Quarter Total	32
2021 – 1st Quarter Total	16
2021– Annual Total	**94**
2020 – Annual Total	52
2019 – Annual Total	35

Township of South Frontenac
Staff Report – Q4 - 2021 Report – Planning Services

Consent Applications – Approvals by Delegated Approval versus Applications Heard by Committee of Adjustment

	Undisputed Consents Approved by Director of Development Services	Disputed Consents Heard by Committee of Adjustment
2021 – 4th Quarter Total	16	4
2021 – 3rd Quarter Total	17	0
2021 – 2nd Quarter Total	17	3
2021 – 1st Quarter Total	6	0
2021 – Total	**56**	**7**
2020 –Total (May to Dec 2020)	24	4

Minor Variance Applications

	Complete Applications Submitted
2021 – 4th Quarter Total	19
2021 – 3rd Quarter Total	14
2021 – 2nd Quarter Total	18
2021 – 1st Quarter Total	11
2021 – Annual Total	**62**
2020 – Annual Total	52
2019 – Annual Total	47

Zoning By-law Amendment Applications

	Complete Applications Submitted
2021 – 4th Quarter Total	10
2021 – 3rd Quarter Total	4
2021 – 2nd Quarter Total	12
2021 – 1st Quarter Total	4
2021 – Annual Total	**30**
2020 – Annual Total	17
2019 – Annual Total	13

Site Plan Control Applications

- 2 site plan control application were submitted in Q4 of 2021.
- 9 site plan control applications have been received in 2021.
- 10 site plan control applications were submitted in 2020.
- 6 site plan control applications were submitted in 2019.

Development Agreements

- 22 development agreements were prepared in Q4 of 2021.
- 93 development agreements have been prepared in 2021.
- 53 development agreements were prepared in 2020.
- 59 development agreements were prepared in 2019.

Certificates of Official Issued (Finalizing Consent Applications)

- 10 consent applications were finalized in Q4 of 2021.
- 47 consent applications were finalized in 2021.
- 20 consent applications were finalized in 2020.

Road Closings

- 3 road closing applications were received in Q4 of 2021.
- 10 Road closing applications were received in 2021.
- 3 Road closing applications were received in 2020.
- 6 Road closing applications were received in 2020.

License Agreements

- 2 license agreements application were submitted in Q4 of 2021.
- 3 license agreement application was submitted in 2021.
- 1 license agreement was processed in 2020.

Plans of Subdivision & Condominiums

- A 31-lot residential plan of subdivision in Sunbury was submitted to the County in April 2020. The County held a public open house in July 2020. A second round of technical comments were provided to the developer in June 2021. These comments have been reviewed with the developer and consultants. A third submission was circulated by the County to the Township in Q1 – 2022.

- The Master Site Plan for Johnston Point Plan of Condominium was approved on December 21, 2022. It is anticipated that individual site plan applications will be submitted starting in Q1 of 2022.

- Staff are reviewing the third technical engineering submission for the Hartington Plan of Subdivision. An appraisal has been completed for the Hartington Subdivision in Q4 of 2021. Staff have worked with the Township solicitor to prepare a pre-servicing agreement that was circulated to the developer at the end of Q4 – 2021

- The re-grading of ValleyView Subdivision was substantially completed in Q4 of 2021. The Township is working with Ainley and Associates and the developer on this project. Final inspections of the re-grading work will be completed in Q2 – 2022.

Discussion/Analysis

The information in this report points to a significant increase in the volume of planning activity in 2021 compared to previous years. While 2020 may have been an anomaly due to the impacts of the COVID-19 pandemic, 2021 planning activity is nearly double the 2019 volumes despite some pandemic restrictions and other challenges persisting in albeit to a lesser degree in 2021.

The nearly 100% increase in applications, particularly consent applications, along with the creation of new lots in approved plans of subdivision (Johnston Point, Cranberry Cove) points to future pressures on building services as these new lots are developed.

Financial Implications

During the 4th Quarter of 2021, $59,825 was paid to the Township in the form of application fees. The Township collected $212,304 in planning application fees in 2021.

Relationship to Strategic Plans

☒ This initiative is supported by the following priorities of the 2019-2022 Strategic Plan.

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

Notice/Consultation

The following internal staff were consulted in developing the report:

- Michelle Hannah, Planning Assistant
- Anna Geladi, Planner
- Christine Woods, Senior Planner

Attachments

None.

Approvals

Prepared by:

Claire Dodds, Director of Development Services

Approved By:

Neil Carbone, Chief Administrative Officer

Cataraqui Region Conservation Authority

January 27, 2022 AA-003-22

Via e-mail

Ms. Angela Maddocks, Clerk
Township of South Frontenac
4432 George Street, P.O. Box 100
Sydenham, ON K0H 2T0

Dear Ms. Maddocks,

Re: Cataraqui Conservation Municipal Levies – 2022

Cataraqui Conservation has adopted its budget for the year 2022 and apportioned to all its participating municipalities, by resolution, costs for administration, maintenance, and capital projects, in accordance with the Conservation Authorities Act of Ontario.

As required by the Act, you are hereby notified that the apportioned cost to your municipality is $154,333.92.

Your municipality has decided to make payment of Cataraqui Conservation's levy in two parts:

Installment	Amount	Due*
1st	$77,166.96	February 28, 2022
2nd	$77,166.96	June 30, 2022

* Accounts received after the due date will be subject to an interest charge.

Additional information on Cataraqui Conservation's 2022 budget is available on our website https://cataraquiconservation.ca/pages/budget.

Thank you in advance for your attention to this matter. Should there be related questions, please contact Cheryl Rider, Supervisor, Finance at 613-546-4228 ext. 225 or crider@crca.ca.

Yours truly,

(original signed by)

Katrina Furlanetto, M.Env.Sc.
General Manager

KJF/dc

Cc: Mr. Neil Carbone, CAO/Deputy Clerk
Ms. Louise Fragnito, Director of Corporate Services & Treasurer and Interim CAO
Mr. Alan Revill, Cataraqui Conservation Municipal Representative
Mr. Ross Sutherland, Cataraqui Conservation Municipal Representative

TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2022-12

A BY-LAW TO CONFIRM GENERALLY ALL ACTIONS AND PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC ON FEBRUARY 1, 2022

Whereas Section 8 of the *Municipal Act*, S.O. 2001 c. 25 and amendments thereto provides that a municipality has the capacity, rights powers and privileges of a natural person for the purpose of exercising its authority under the *Municipal Act* of any other *Act;* and;

Whereas Subsection 2 of Section 11 of the *Municipal Act* S.O. 2001, c. 25 and amendments thereto provides that a lower-tier municipality and an upper-tier municipality may pass by-laws respecting matters within the spheres of the jurisdiction described in the Table to Subsection 2, subject to certain provisions, and;

Whereas Section 5 of the *Municipal Act*, S.O 2001 c. 25 and amendments thereto provides that a municipal power, including a municipality's capacity, rights, powers and privileges under Section 8 shall be exercised by its council and by by-law unless the municipality is specifically authorized to do otherwise, and

Whereas the Council of the Township of South Frontenac deems it expedient to confirm its actions and proceedings;

NOW THEREFORE BE IT RESOLVED THAT THE COUNCIL CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC, HEREBY ENACTS AS FOLLOWS:

1. The all actions and proceedings of the Council of the Corporation of the Township of South Frontenac taken at its meeting held on February 1, 2022 be confirmed as actions for which the municipality has the capacity, rights, powers and privileges of a natural person.

2. That all actions and proceedings of the Council of the Corporation of the Township of South Frontenac held February 1, 2022 be confirmed as being matters within the spheres of jurisdiction described in Subsection 2 of Section 11 of the *Municipal Act*, S.O. 2001, c.25 and amendments thereto.

3. That all actions and proceedings of the Council of the Corporation of the Township of South Frontenac taken at its regular meeting held on February 1, 2022 except those taken by by-law and those required by bylaw to be done by resolution are hereby sanctioned, ratified and confirmed as though set out within and forming part of this by-law.

4. 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.

5. This By-law shall come into force and take effect on the date of its passage.

Read a first and second time this 1 day of February, 2022.

Read a third time and finally passed this 1 day of February, 2022.

THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC

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Ron Vandewal, Mayor

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Angela Maddocks, Clerk