TOWNSHIP OF SOUTH FRONTENAC
Council Meeting Agenda
Meeting #27

TIME: 7:00 PM,
DATE: Tuesday, June 21, 2022
PLACE: Electronic Participation/Council Chambers.

1. *Call to Order & Roll Call*

a) **Resolution**

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

3. *Approval of Agenda*

a) **Resolution**

4. *Scheduled Closed Session - None*

5. *Delegations*

a) Jerri Jerreat will be present to speak to Council regarding the importance of establishing a climate advisory committee. 5 - 24

6. *Public Meeting*

a) **Resolution to Open Public Meeting and Notice of Collection** 25 - 43

b) **Public Meeting for Zoning By-law Amendment Application PL-ZBA-2022-0072 (Fitzgerald)(ZanderPlan), 15 Trout Lane** 44 - 52

This report provides Council with information about Zoning By-law Amendment Application PL-ZBA-2022-0072 for 15 Trout Lane. If approved, the zone on a portion of the subject lands would be changed from Rural (RU) to a property specific Limited Service Residential – Waterfront (RLSW-XX) zone.
Consistent with Council's Procedural By-law, Council will receive comments from the public on the application. Staff will bring a more detailed report considering applicable policy and public comments, as well as providing a recommendation to Council on this application at a future meeting.

c) **Public Meeting for Zoning By-law Amendment Application PL-ZBA-2022-0055 (Blake & Williams) (ZanderPlan) – 2858 Beach Nut Road** 53 - 60

This report provides Council with information about Zoning By-law Amendment Application PL-ZBA-2022-0055 for 2858 Beach Nut Road. If approved, the zone on the subject lands would be changed from Rural (RU) to property specific Waterfront Residential zones (RW-XX, RW-YY, RW-ZZ).
Consistent with Council's Procedural By-law, Council will receive comments from the public on the application. Staff will then bring a more detailed report considering applicable policy and public comments, as well as provide a recommendation to Council on this application at a future meeting.

d) **Resolution to Close Public Meeting**

7. *Approval of Minutes*

a) May 17, 2022 Council 61 - 68

b) May 24, 2022 Committee of the Whole 69 - 70

c) May 4, 2022 Special Council Meeting 71 - 72

8. *Business Arising from the Minutes*

a) **Noise By-law Background Information** 73 - 79

The following information report is being presented to Council in response to comments provided during the "Announcements/Statements by Councillors" portion of the May 3, 2022 Council Meeting related to the Noise By-law.

b) **Notice of Motion – Wireless Telecommunication System – Emergency Backup** 80 - 82

Councillor Sutherland filed a notice of motion requesting that staff provide a report to Council with information regarding the emergency backup system in place for the wireless telecommunication system and the related impact to residents. Additionally, the notice of motion seeks to notify government, the Association of Municipalities of Ontario as well as telecommunications regulators of this matter.

9. *Reports Requiring Action*

a) **Award of Tender # PS-2022-09A – Battersea Road Reconstruction** 83 - 101

This report provides a recommendation for the award of contract for the reconstruction of Battersea Road from Burnt Hills Road to Bradden Lane and includes a request for a budget increase of $784,674.87 to be funded from various sources.

b) **2022 Community Grants** 102 - 107

The report provides a summary of Community Grants submissions received and the staff recommended allocation for Council approval.

c) **Desert Lake Cemetery** 108 - 112

A request has been received from the Desert lake Cemetery Board for the Township to assume ownership of the cemetery.

10. *Committee Meeting Minutes*

11. *By-laws*

a) **Zoning By-law Amendment Application PL-ZBA-2022-0048, Judith Secker, Block A, Plan 544, Cedar Ridges Lane** 113 - 118

This report recommends that Council pass a by-law to change the zone on the subject lands from Open Space – Public (OS) to Limited Service Residential – Waterfront (RLSW) to permit residential uses to occur.

b) **Zoning By-law Amendment Application PL-ZBA-2022-0062, Automatx Inc., 4071 Hiawatha Lane** 119 - 126

This report recommends that Council pass a by-law to change the zone on the subject lands from Recreational Resort Commercial – Special Provision (RRC-4) to Limited Service Residential – Waterfront – Special Provision (RLSW-131) to permit residential development on waterfront property accessed by a private lane, to acknowledge a reduced waterfrontage, and to require a greater setback from the highwater mark.

c) **Zoning By-law Amendment Application PL-ZBA-2022-0066, Dieneen Lepp, 4989 Road 38** 127 - 134

This report recommends that Council pass a by-law to change the zone on the subject property to permit a secondary dwelling unit.

d) **South Frontenac Site Plan Control By-law** 135 - 153

Bill 109 delegates authority to staff to make decisions on site plan control applications. Staff propose to replace the existing site plan control by-law, 2003-25, as amended, with a new, updated by-law that establishes where site plan control applies throughout the Township, delegates authority to staff, that authorizes the signing of agreements by the Mayor and Clerk, and deals with other technical matters such as drawings, conditions and securities under Section 41 of the Planning Act.

e) **Sydenham Mill Street – Parking Restrictions** 154 - 157

This report is a follow up to the report presented to Council on June 7, 2022, that was in response to a request for a review of parking restrictions on Sydenham Mill Street and is seeking Council approval to pass Bylaw 2022-61 to implement these changes.

f) **Deeming By-law Application PL-LC-2022-0049, Plan 544, Secker et. al.** 158 - 162

This report recommends that Council pass a by-law to deem Lots 13, 30, 31, 44, 47, 48 and 49, Plan 544, District of Storrington not to be lots in a plan of subdivision for the purpose of applying 50(3) of the Planning Act.

g) **Stars Corners Intersection – Amendments to Roads and Parking Bylaw 2000-01** 163 - 171

This report is a follow up to the report presented to Council on April 5th, 2022, regarding the preferred design alternative for the Stars Corners Intersection and is seeking Council approval to pass By-

laws 2022-59 and 2022-60 to implement the necessary traffic control and speed changes.

12. *Reports for Information - not applicable*

13. *Information Items*

a) **Jason Cole, President, Municipal Engineers Association, re: The Retention of Professional Engineers at Ontario Municipalities** 172 - 173

b) **Paul Quick, Speed Limit Reduction Request – Lower Round Lake Road** 174 - 182

c) **Terry K. Davidson, P.Eng., RVCA Director, Engineering and Regulations, RVCA Update regarding Amending Mapping Schedules** 183 - 184

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) **Resolution** 185

19. *Adjournment*

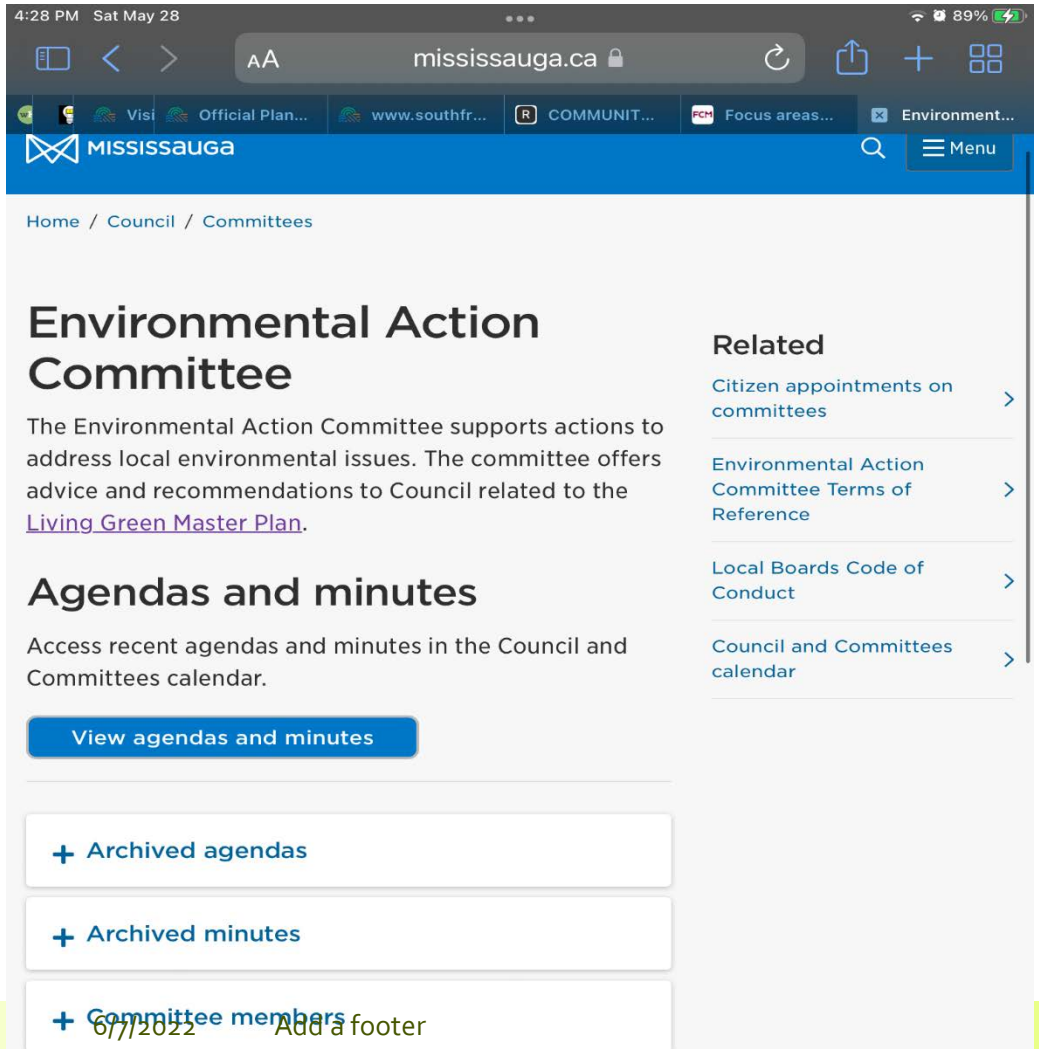
a) **Resolution**

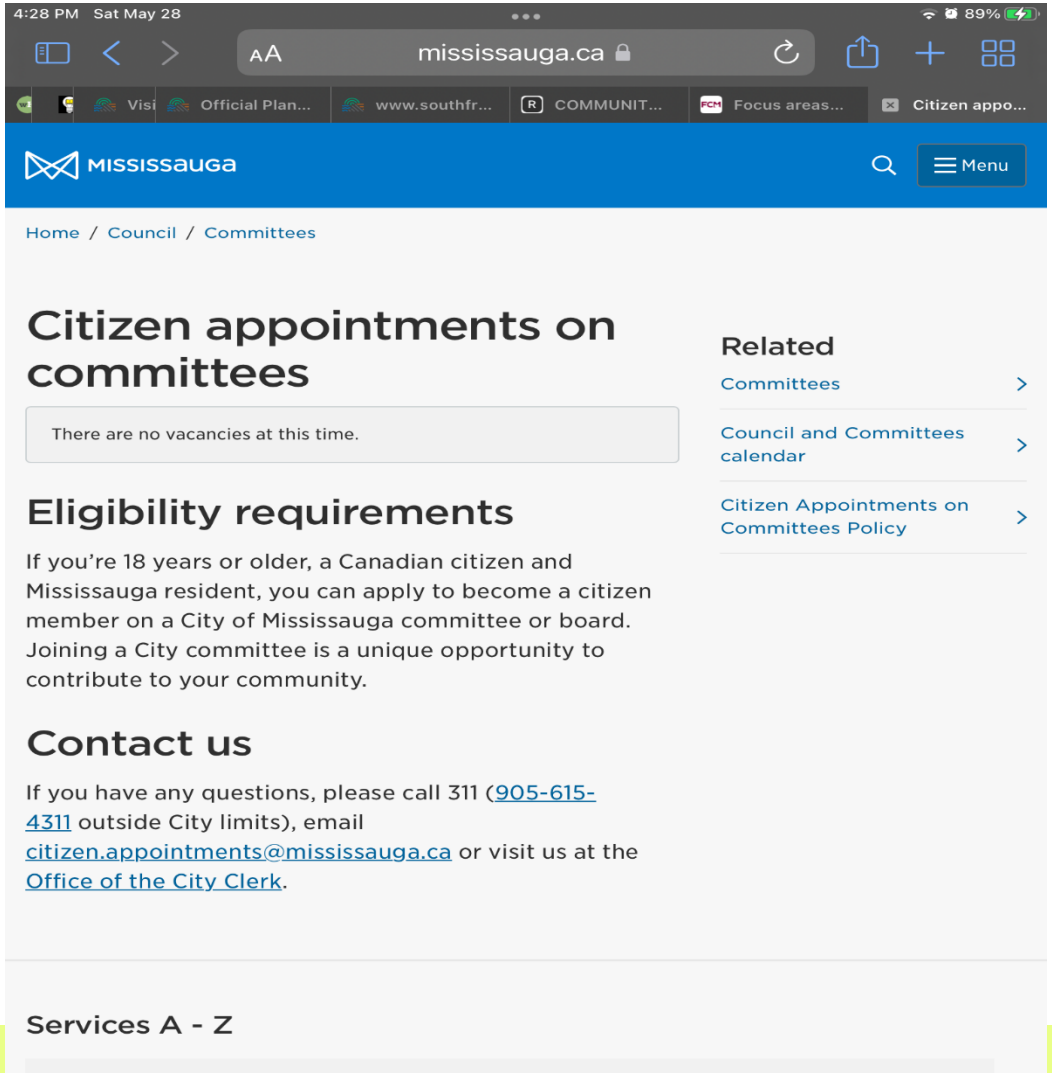
South Frontenac: a Climate Advisory Committee

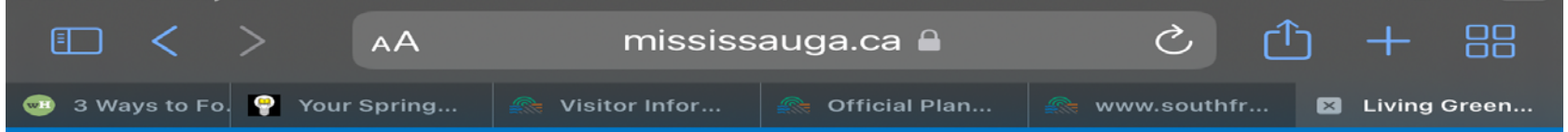
South Frontenac Climate Action Committee. Why do we need one?

- **Extreme weather events** will become **more frequent, and more intense**, each year- say the scientists.
- South Frontenac covers 941 sq. km. with over 75 lakes, many rivers, wetlands and woodlands with a rich natural diversity to protect. It does not have urban pavement heat islands– but the climate crisis is happening here too.
- South Frontenac **needs emergency plans**, but **also to be PROACTIVE** during this time of increasing severe storms, tornados, extreme heat, and flooding.
- How can we **lower our region's carbon emissions**?
- How can our elected Mayor and Councilors be experts in all areas? Or keep up with reading all the latest information on the Environment and the Climate Crisis as well as all their other duties?
- Citizens want to get involved. It's a good thing!

Mississauga, like most cities/municipalities, has one:







MISSISSAUGA

Menu

Home

Plan

Living Green Master Plan

The Living Green Master Plan (LGMP) is Mississauga's environmental sustainability action plan. It was adopted by Mississauga City Council on January 8, 2012.

The LGMP provides a framework for the City, in collaboration with the community, businesses and other levels of government, to meet environmental goals in the Strategic Plan. The LGMP connects Our Future Mississauga Strategic Plan through the "Move", "Connect" and "Green" Strategic Pillars for Change.

The LGMP identifies 49 actions for the City and the community to implement over 10 years. The actions captured under the following headings:

Setting an example: making a case for sustainability

As a City, we're in a much better position to speak authoritatively about behaviour changes if we're setting an example of change ourselves. By being leaders in delivering environmental best practices, we can encourage others to take action.

Encouraging others: moving

Related

Sustainability Recommendation Report >

Encouraging others: moving forward together

Adapting to climate change and ensuring environmental sustainability is a complex task that requires the effort and experience of every resource available to the City. Simply stated, the City cannot address all of Mississauga's environmental challenges by itself. Partnerships ensure that we move forward together efficiently and collaboratively.

Compelling others: a balanced approach

The LGMP also speaks to the role of the City to compel others to act. It means using the City's regulatory and statutory powers such as planning regulations to establish practical and long-term solutions for raising the minimum level of environmental performance in Mississauga.

Substantial progress has been made since the Living Green Master Plan was adopted by Council in 2012. These include great advances in the areas of transportation, green development, natural heritage and urban forest, water, air, energy and community action.

Environmental Action Advisory Committee

PLEASE NOTE: Committee Meetings are being conducted electronically via ZOOM. For any members of the public wanting to attend the meeting virtually, or make a deputation in relation to an item on the agenda, pre-registration is required by e-mailing clerk@northgrenville.on.ca. Please provide your comments no later than two hours prior to the start of the meeting. These deputations will be read aloud to the Committee and will be made public record.

Meeting packages including minutes, agendas and documents can be found on the main Committees and Boards page.

For more information please contact the Deputy Clerk at clerk@northgrenville.on.ca or 613.258.9569 Ext 171.

Purpose

To provide information to local residents on environmentally sustainable practices, offer advice to the North Grenville Municipal Council on initiatives to promote a green economy, and to identify near- and long-term funding opportunities as suggestions for inclusion in the yearly budget and business planning cycles of the Municipality.

The Committee shall:

a) Research and gather information on best environmental practices for communities, with a focus on changes to be made at the Municipal level;

b) Consider and make recommendations the ways in which the environmental footprint of the Municipality of North Grenville and its residents may be reduced;

northgrenville.ca

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b) Consider and make recommendations the ways in which the environmental footprint of the Municipality of North Grenville and its residents may be reduced;

c) Provide ideas to Council for incentives for/recognition of residents who reduce their household waste to encourage others in the community to follow suit;

d) Provide recommendations to Council on waste management within the Municipality;

e) Recommend promotional materials, organize/participate in events and develop educational tools for the use of North Grenville residents to promote environmentally sustainable practices;

f) Provide and update a consolidated list of local resources for residents with respect to recycling, composting, water conservation, and improving energy efficiency;

g) Encourage participation of local businesses in self-driven environmental initiatives;

h) Identify innovative, low-cost initiatives to encourage positive environmental changes;

i) Identify long-term and future solutions to reduce waste within the Municipality;

j) Engage with experts to identify opportunities to leverage emerging and new technologies with a direct goal of reducing waste and minimizing the environmental footprint of North Grenville residents and businesses;

k) Receive inputs from experts on best practi

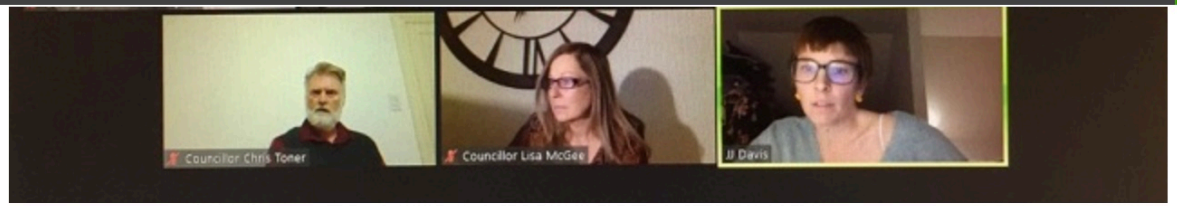
written recommendations to Council; and

COMMUNITY SPOTLIGHT: Arnprior joins growing list of municipalities tackling climate change

Renfrew, ON, Canada / 96.1 Renfrew Today
myFM News/Oldies 107.7 staff
Jan 25, 2022 | 5:59 AM

The power of one.

New resident JJ Davis won Arnprior Council's heart by pointing out an obvious oversight when, after her presentation at the municipal meeting Monday, elected representatives gave staff direction to lay ground work for a public advisory committee on Climate Change.



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00:00 00:10

(Arnprior Mayor Walter Stack, thanking Davis for her presentation).

Individual councillor remarks included Chris Toner, who conceded he doesn't know what he doesn't know, but is eager to address the challenges ahead.

Davis told the assembly that if climate change is present in both Lanark County and Tay Valley Township, it can't be far off now.

00:00 00:00

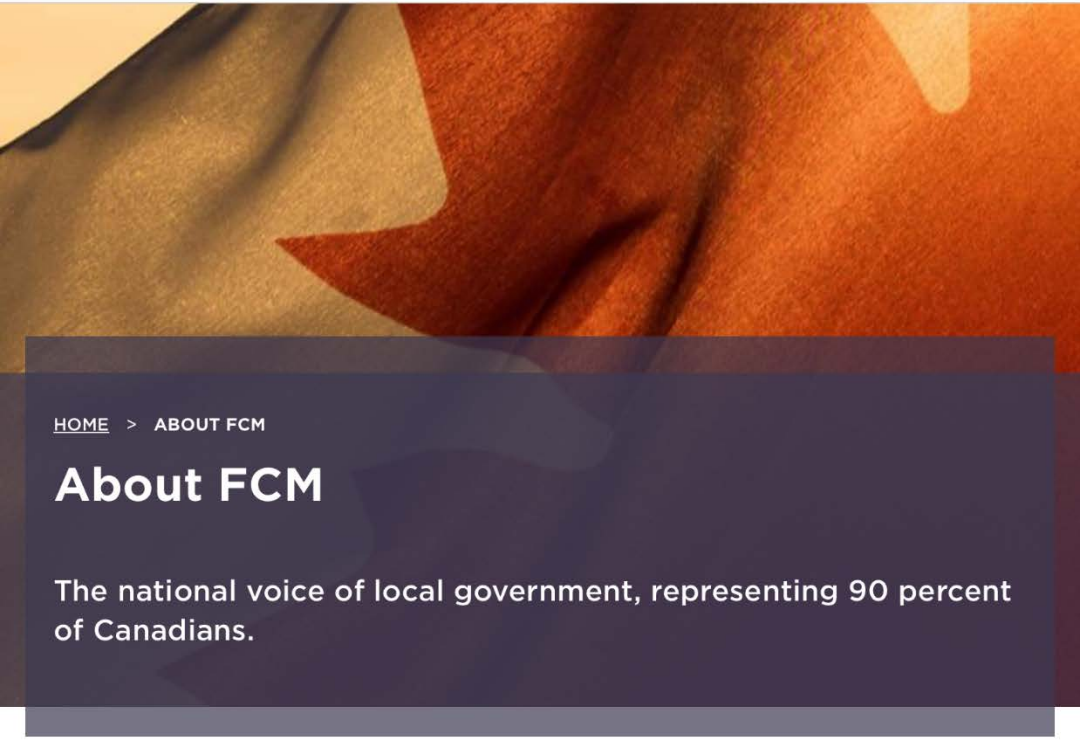
Councillor Dan Lynch says the County of Renfrew is also on the bandwagon.

00:00 00:00

Lynch says Renfrew County is relying on the Federation of Canadian Municipalities reference list, also cited by JJ Davis in her presentation, for its materials.

Among her proposed tasks for such a Climate Planning body is that it would measure Town emissions, set emission reduction requirements and implement actions required.

FCM FEDERATION OF CANADIAN MUNICIPALITIES FÉDÉRATION CANADIENNE DES MUNICIPALITÉS



About FCM

The national voice of local government, representing 90 percent of Canadians.

FCM has been the national voice of municipal government since 1901. Our members include more than 2,000 municipalities of all sizes, from Canada's cities and rural communities, to northern communities and 20 provincial and territorial municipal associations. Together, they represent more than 90 percent of all Canadians from coast to coast to coast. Municipal leaders from across Canada assemble each year to set FCM policy on key issues.

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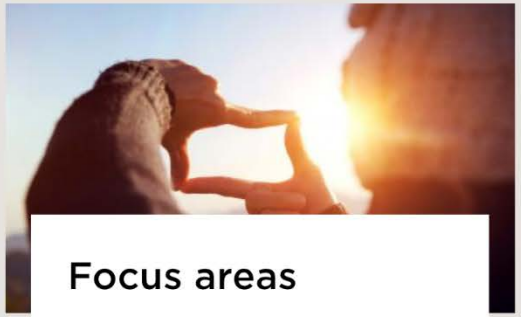

Focus areas

Learn how we're working with local governments of all sizes to tackle national and global challenges.

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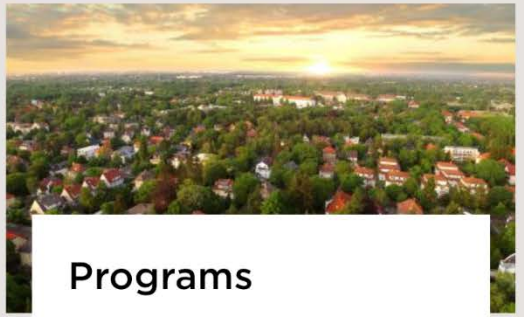


Programs

Increasing sustainability and enhancing the quality of life for people across Canada and around the world.

SEE OUR PROGRAMS

FCM makes communities stronger

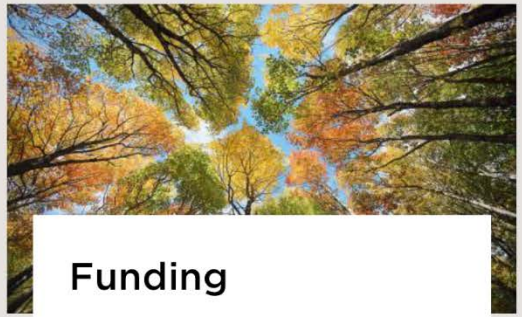
FCM brings together nearly 2,000 municipalities of all sizes—representing more than 90 percent of Canadians. Together with our members, we've secured historic gains at the federal level—empowering local leaders to build better lives.

LEARN ABOUT BECOMING A MEMBER

Resources

This library contains reports, toolkits, recommendations and other resources that are designed to help you address challenges in your community.

SEARCH OUR RESOURCE LIBRARY



Funding

We've got you covered with the right type of funding, from plans and studies, to pilots, capital projects and more.

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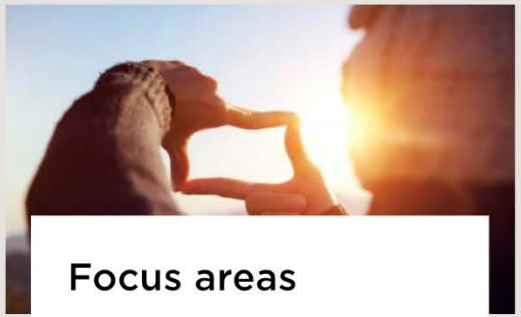

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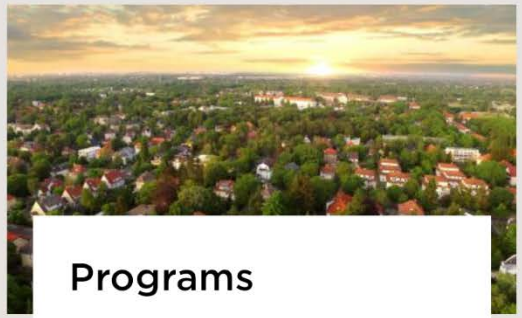

Programs

Increasing sustainability and enhancing the quality of life for people across Canada and around the world.

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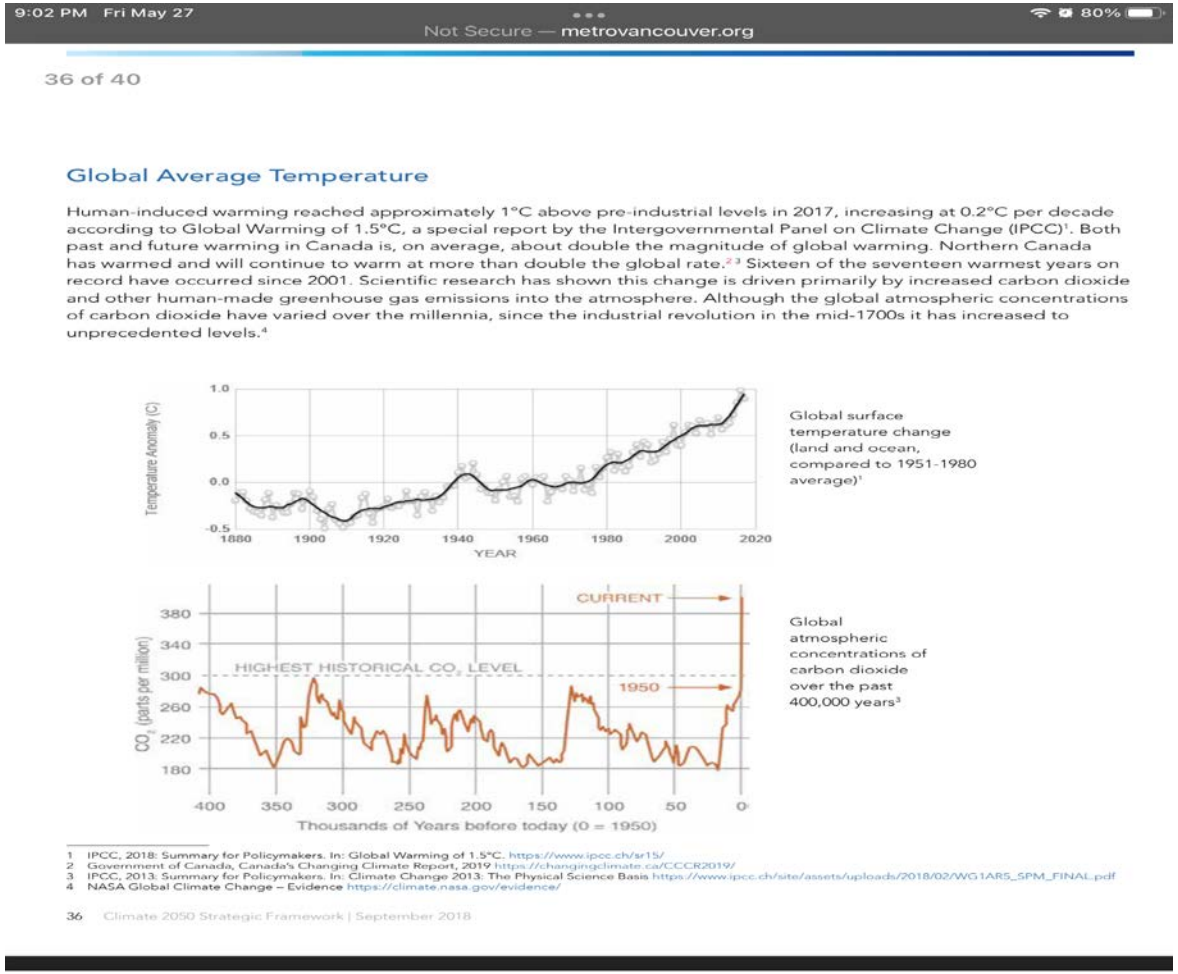
Global Temperature is Rising…



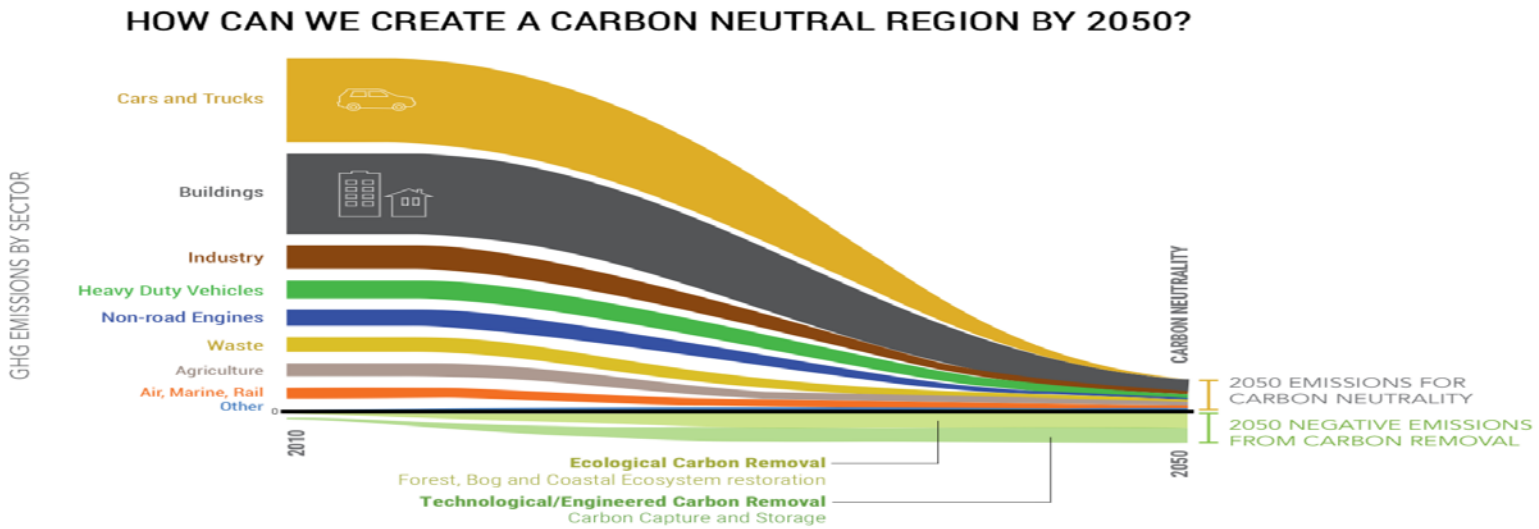
8:59 PM Fri May 27
Not Secure — metrovancouver.org
81%

Creating a Carbon Neutral Region

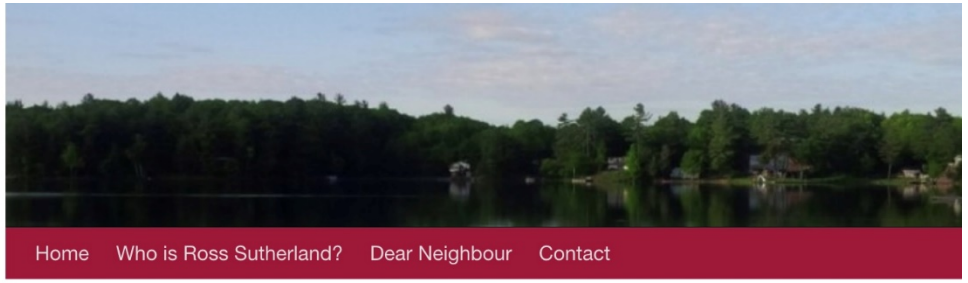
Creating a carbon neutral region by 2050 will require unprecedented greenhouse gas reductions across most sectors. Many sectors must become "zero emissions", and any remaining greenhouse gas emissions will need to be balanced with ecological and technological carbon removal approaches. The graphic below illustrates how a carbon neutral region can be achieved by a combination of deep emissions reductions in all sectors and some carbon removal.

To define the path toward a carbon neutral region, and continue to build on existing actions and accelerate new ones, an interim target of a 45% reduction from 2010 levels, by 2030, is established.

As part of the development of the *Climate 2050* Roadmaps, further analysis will be completed for each of the emissions sources to understand the pathways to deep emissions reductions including costs and benefits. Collaboration with other orders of government, partner organizations and key stakeholders will be critical to identify effective actions to reduce emissions in each sector.



Solar panels, heat pumps on municipal buildings: Great example! Keep going! Next, EV charging stations? Commuter buses to Kingston?



← Communal Problems: Moths, Climate and Drinking Water

Recreation Background Documents →

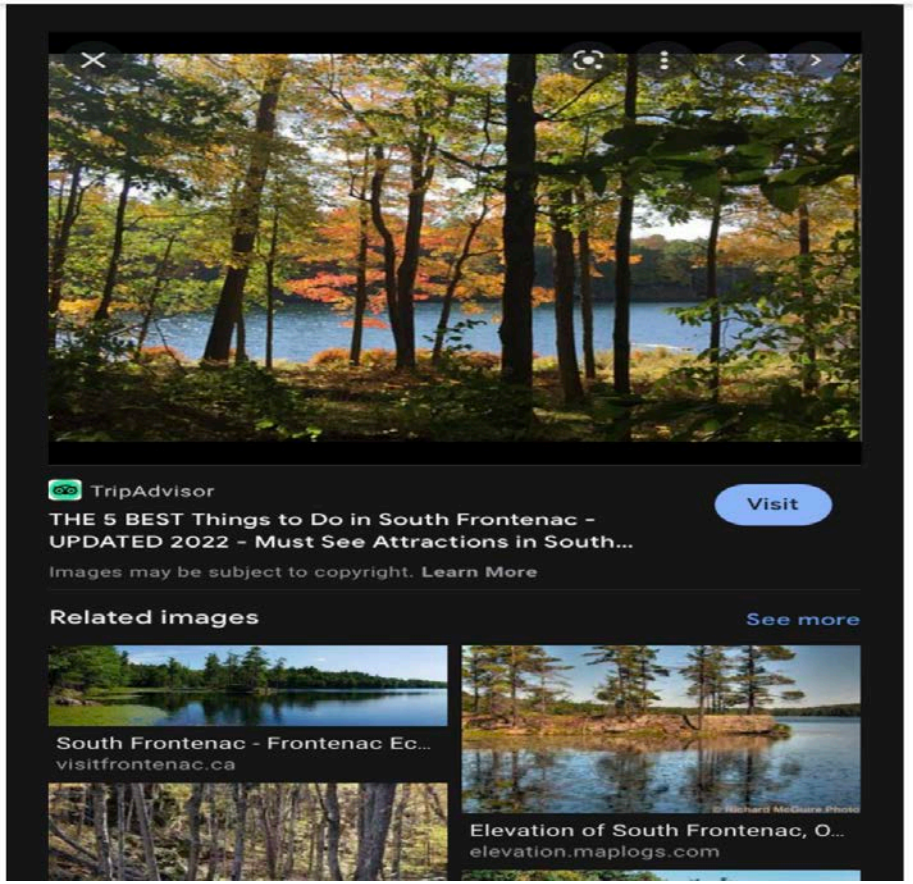
Things Old, New, Borrowed, and Blue

Posted on June 29, 2021 by Ross Sutherland

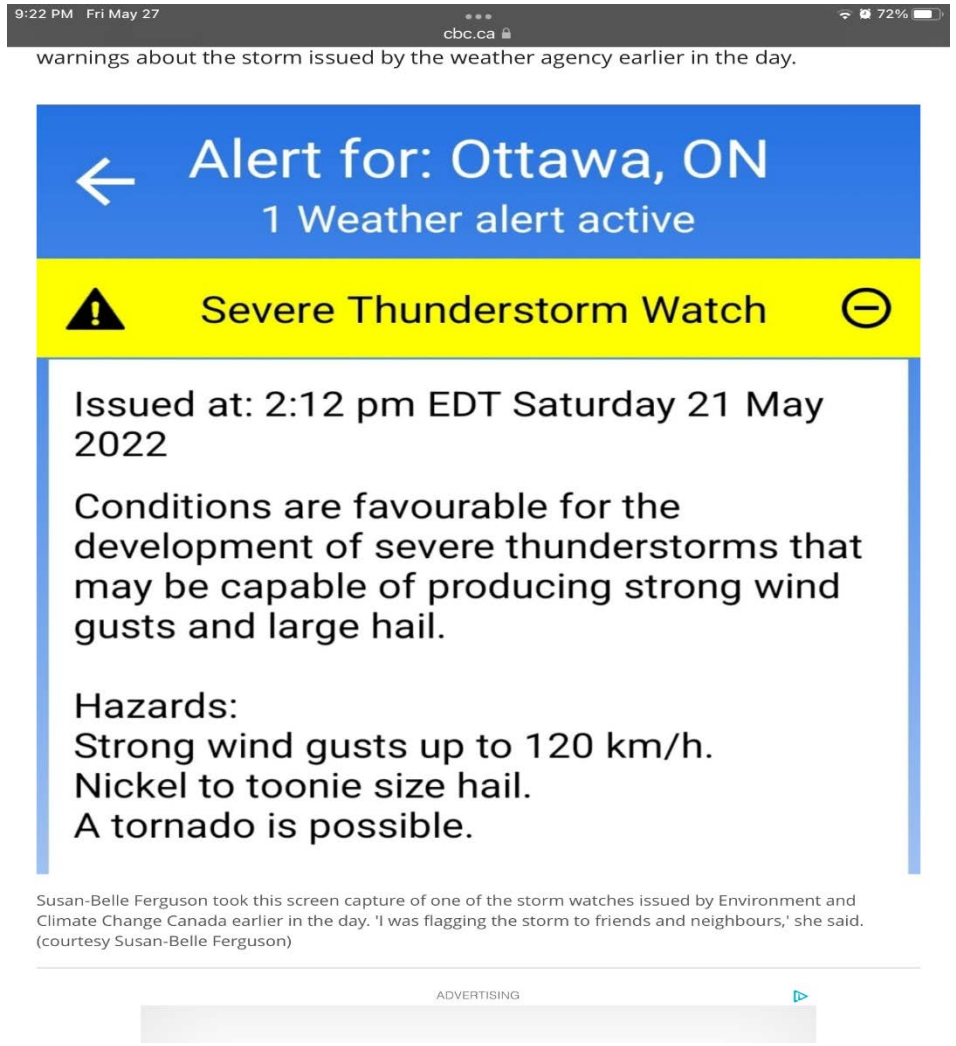
Fire Hall Energy Update

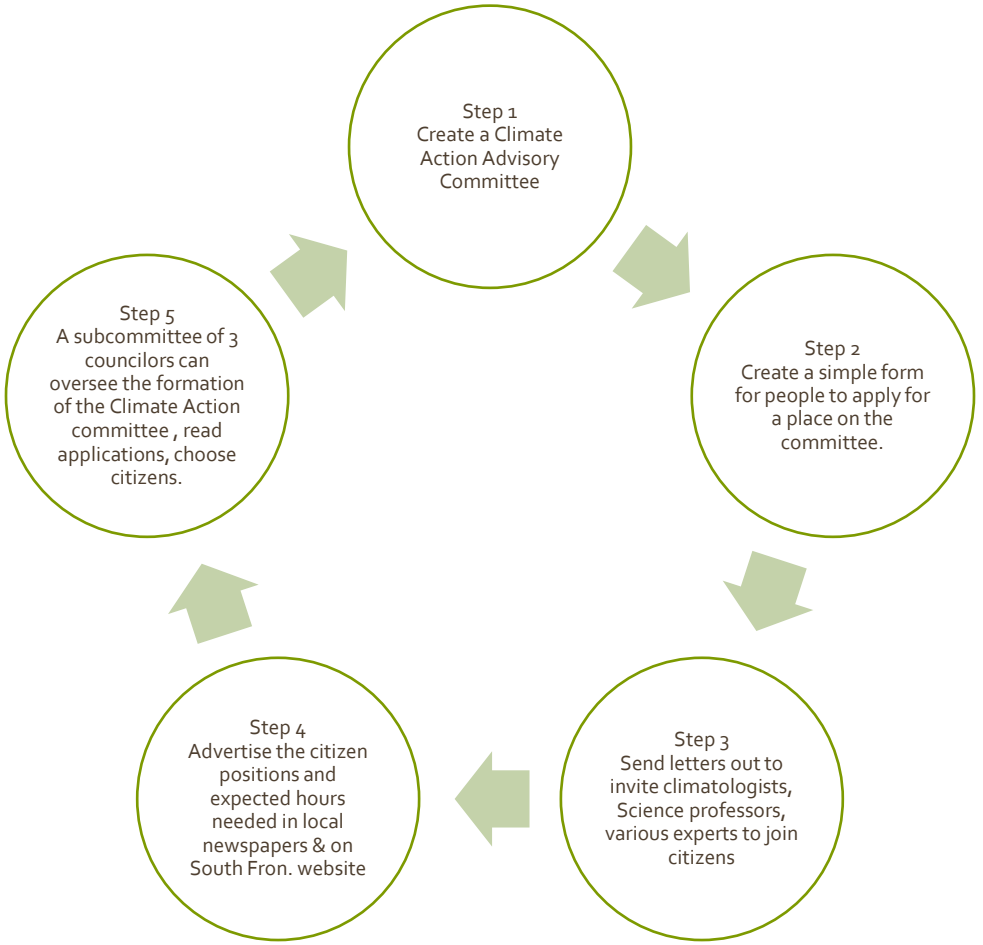
Council agreed to place a 10 KWH solar power plant on the roof of the new Battersea Road fire hall. This will be the first renewable energy installation on South Frontenac Township property. Council also agreed to install a heat pump as the primary source for heating and cooling the administrative offices which will result is a significant reduction fossil fuel use.

Gypsy Moth Update



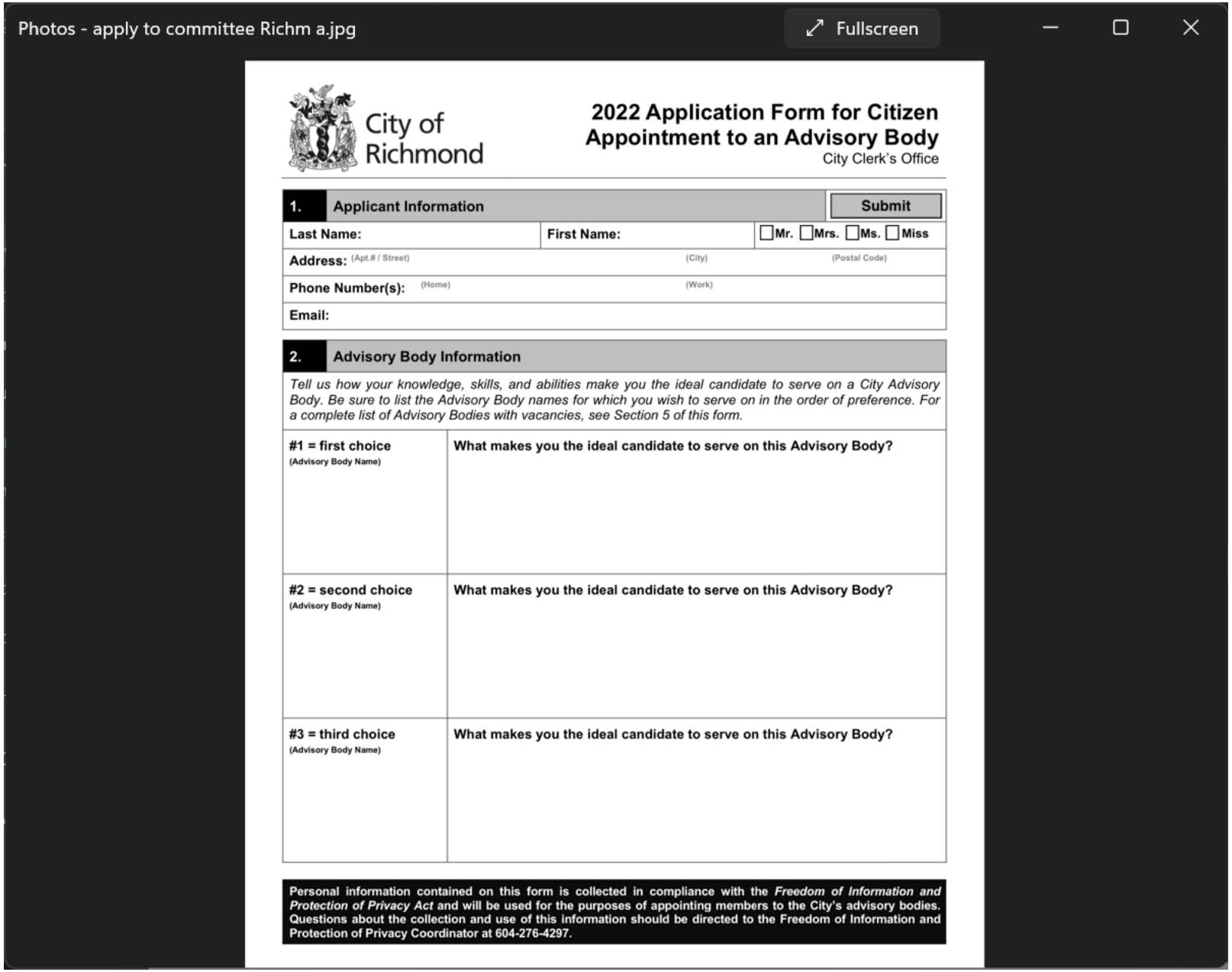
How to Create a Climate Action Advisory Committee?





Photos - apply to committee Richm a.jpg

Fullscreen



City of Richmond

2022 Application Form for Citizen Appointment to an Advisory Body

City Clerk's Office

1. Applicant Information		Submit
Last Name:	First Name:	☐Mr. ☐Mrs. ☐Ms. ☐Miss
Address: (Apt.# / Street)	(City)	(Postal Code)
Phone Number(s): (Home)	(Work)	
Email:		

2. Advisory Body Information

Tell us how your knowledge, skills, and abilities make you the ideal candidate to serve on a City Advisory Body. Be sure to list the Advisory Body names for which you wish to serve on in the order of preference. For a complete list of Advisory Bodies with vacancies, see Section 5 of this form.

#1 = first choice (Advisory Body Name)	**What makes you the ideal candidate to serve on this Advisory Body?**
#2 = second choice (Advisory Body Name)	**What makes you the ideal candidate to serve on this Advisory Body?**
#3 = third choice (Advisory Body Name)	**What makes you the ideal candidate to serve on this Advisory Body?**

Personal information contained on this form is collected in compliance with the *Freedom of Information and Protection of Privacy Act* and will be used for the purposes of appointing members to the City's advisory bodies. Questions about the collection and use of this information should be directed to the Freedom of Information and Protection of Privacy Coordinator at 604-276-4297.

Severe storms fire up in eastern Ontario, Quebec, tornado risk with setup

Digital Writers
The Weather Network

SHARE TWEET

Monday, June 21st 2021, 3:15 pm - Severe thunderstorms developed in eastern Ontario and southern Quebec Monday afternoon. Special attention is focused in on an area from just west of Ottawa to Montreal, north and south of the St. Lawrence to just west of Quebec City, as there is a tornadic risk involved. Residents are advised to take shelter immediately when severe weather strikes.

Editor's note: This article is no longer being updated. Please click here for updates on the severe weather potential in Quebec, Eastern Ontario on Monday.

--

Father's Day ended with a bang for some in Ontario, with severe thunderstorms marching through the southwest Sunday night -- with frequent lightning and heavy rains reported. The nocturnal storms even prompted a tornado warning across the Windsor area, though no twisters have been confirmed. More severe thunderstorms have been sparked Monday afternoon, but in the eastern sections and into southern Quebec. Warnings are currently in place for the latter. Some of the storms may become rotating, so there is a tornadic risk stretching from just west of Ottawa extending into the Eastern Townships in Quebec. More on the timing and impacts below, plus a look at some of the coolest weather in months that will follow, below.

MONDAY: SEVERE THUNDERSTORM THREAT SHIFTS EASTWARDS

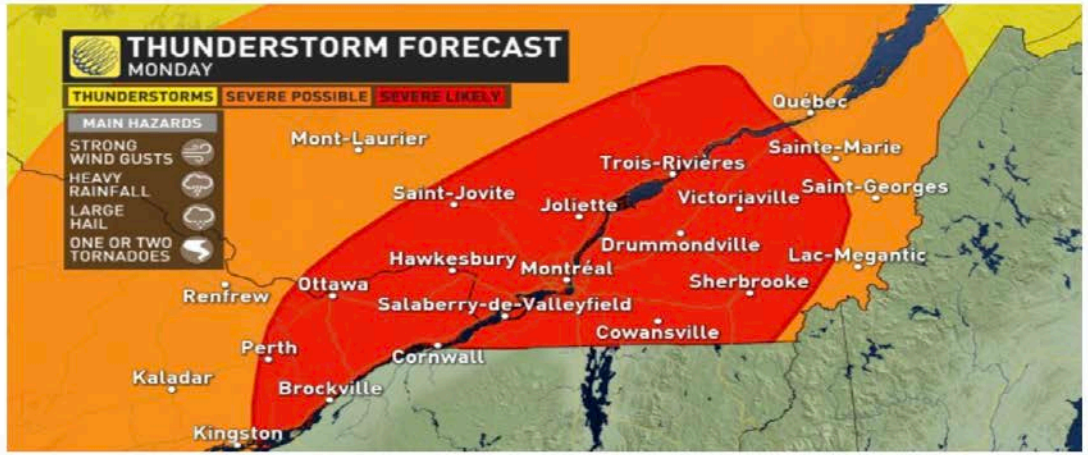
Stateside storms that tracked into southern Ontario late Sunday reached severe criteria across the southwest, prompting a tornado warning in the Windsor area through the overnight hours. While no tornadoes have been confirmed, frequent lightning, powerful winds and heavy rains were reported during the night.

After some early-morning thunderstorms in the south, the risk for severe thunderstorms shifted into central and eastern Ontario, as well as southern Quebec. Severe thunderstorms started firing up Monday afternoon.

With how much spin the atmosphere has, there is the risk for rotating storms today, however, not all rotating storms produce tornadoes. Residents in the risk zones are encouraged to stay up-to-date with the forecast and any watches or warnings that may be issued as the storms develop.

WATCH: SEVERE STORMS BRING WIND, LIGHTNING, AND TORNADO THREAT FOR ONTARIO AND QUEBEC

"This setup has all the makings of a severe weather day with lots of energy in the atmosphere," says Matt Grinter, a meteorologist at The Weather Network. "These storms have the potential to bring all risks of severe weather from strong wind gusts, heavy rain, large hail, and even the risk of a tornado."



Temperatures will still be very warm ahead of the front, with daytime highs remaining above normal through Monday. By Monday night however, temperatures will start to tumble, as the cold front moves through and a gusty northwest wind picks up.

TUESDAY AND BEYOND: COOLEST WEATHER SINCE MAY, GRADUAL WARM-UP LATE WEEK

Your text here

OTTAWA

Dunrobin tornado strongest to hit eastern Ontario since 1902

Ted Raymond
Newstalk 580 CFRA

Published Friday, October 5, 2018 11:49AM EDT
Last Updated Friday, October 5, 2018 12:16PM EDT

Damage from a tornado is seen in Dunrobin, Ont., west of Ottawa on Saturday, Sept. 22, 2018. The storm tore roofs off of homes, overturned cars and felled power lines in the Ottawa community of Dunrobin and in Gatineau, Que. THE CANADIAN PRESS/Sean Kilpatrick

SHARE: Tweet Reddit Share 569

Environment Canada says the tornado that touched down in Dunrobin on September 21 was historic.

CANADA

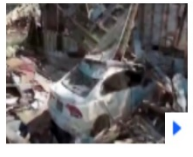
Man killed by falling tree during Ontario storm that spawned six tornadoes

CTVNews.ca Staff

Published Wednesday, September 26, 2018 8:06AM EDT

Tornado victims share tearful stories

Power Play: Devastation 'so surgical'



More than just homes torn up in Ottawa tornado

Cleanup efforts underway following tornado

SHARE: Tweet Reddit Share 0

A 46-year-old man was killed during the Sept. 21 storm that produced six tornadoes in eastern Ontario.

Darren Smith died after a maple tree fell on him during the storm near his home. His 17-year-old daughter, who was beside him when the tree fell, survived.

Advertisement

Complete coverage

- Ottawa-Gatineau area tornadoes: Before and after photos
- Man killed by falling tree during Ontario storm that spawned six tornadoes

Smith lived in Rideau Lakes, Ont., approximately 60 kilometres north of Kingston, Ont., and was a longtime municipal employee in Kingston. His most recent role was as the city's supervisor of recreation facilities.

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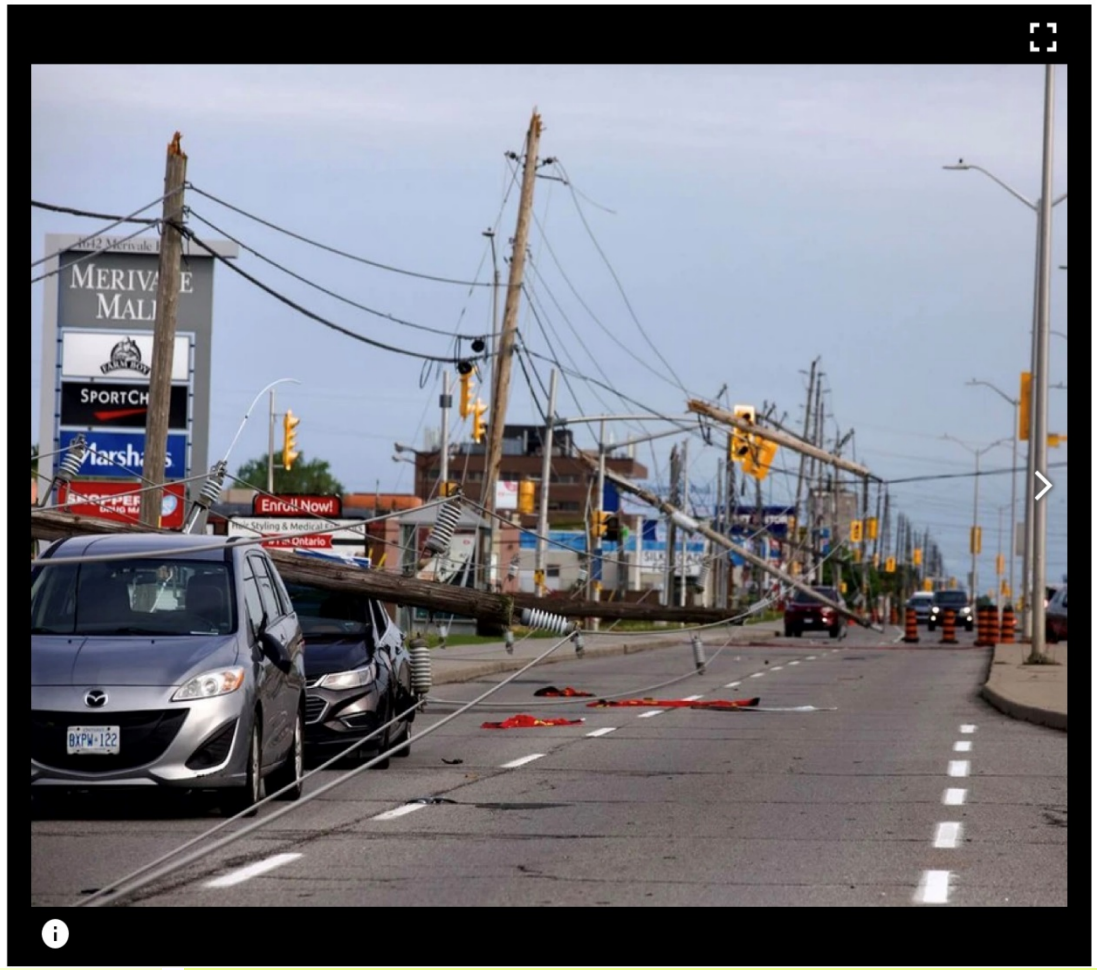
Paul McMahon (in a yellow hard hat) and his son Matt work to remove the enormous tree that crushed their new Honda in the driveway of their Liard Street home Saturday. PHOTO BY BLAIR CRAWFORD /Postmedia



View All 61 Photos

8 of 61

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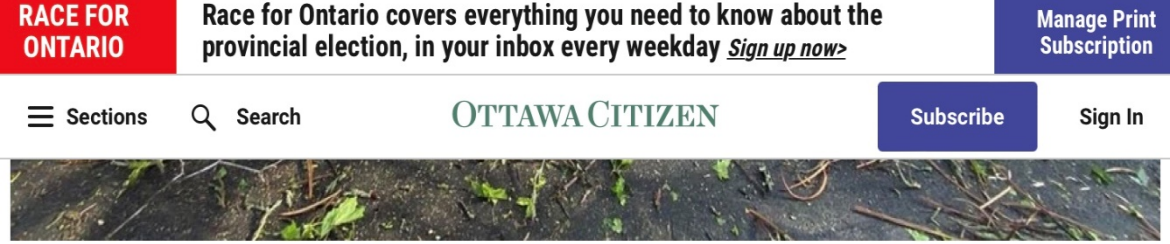
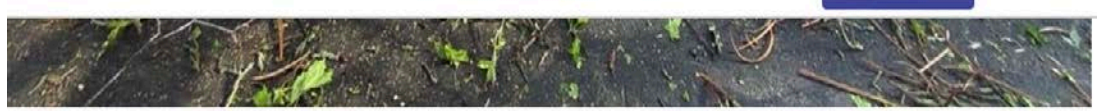
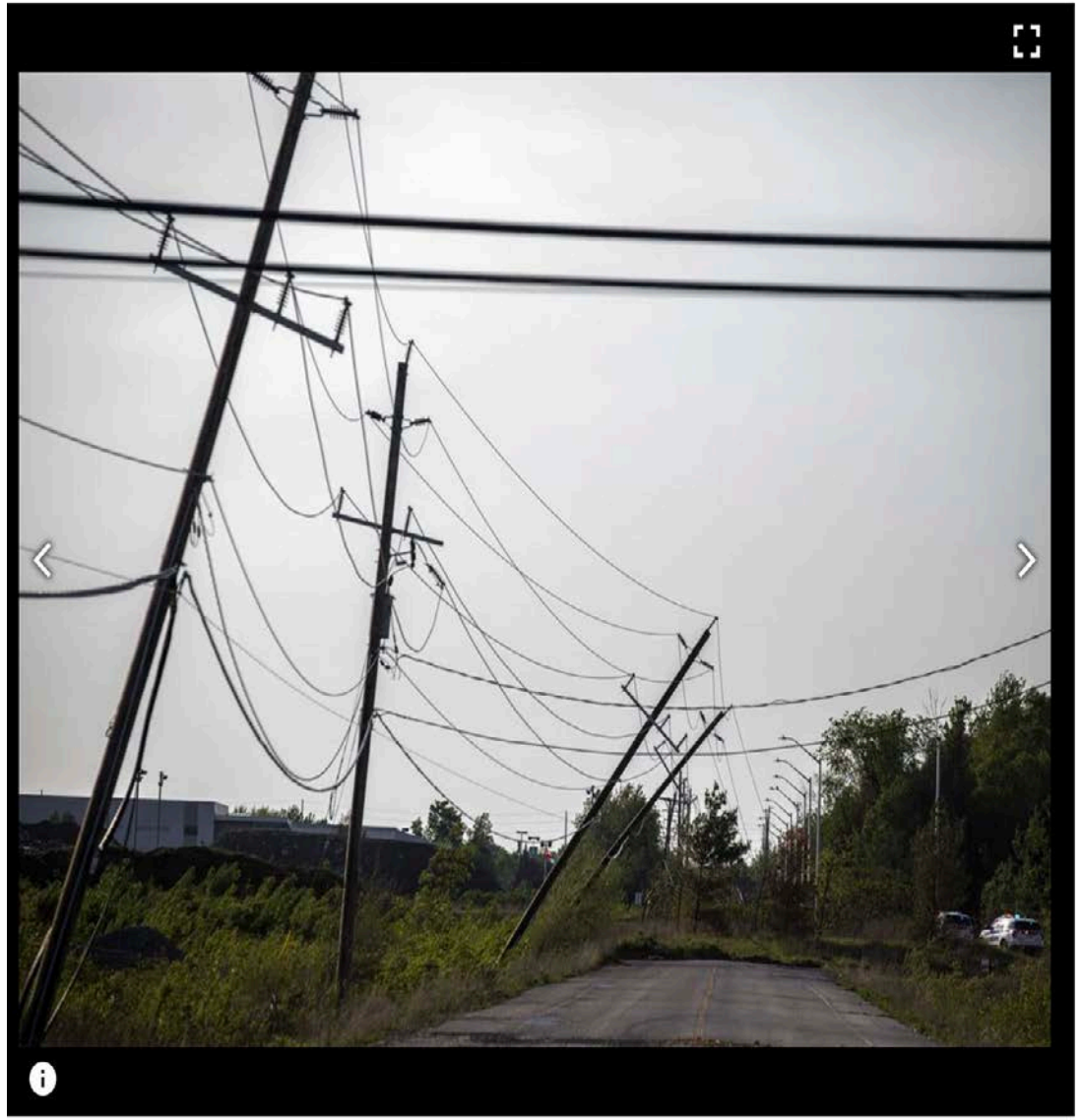


Paul McMahon (in a yellow hard hat) and his son Matt work to remove the enormous tree that crushed their new Honda in the driveway of their Liard Street home Saturday. PHOTO BY BLAIR CRAWFORD /Postmedia

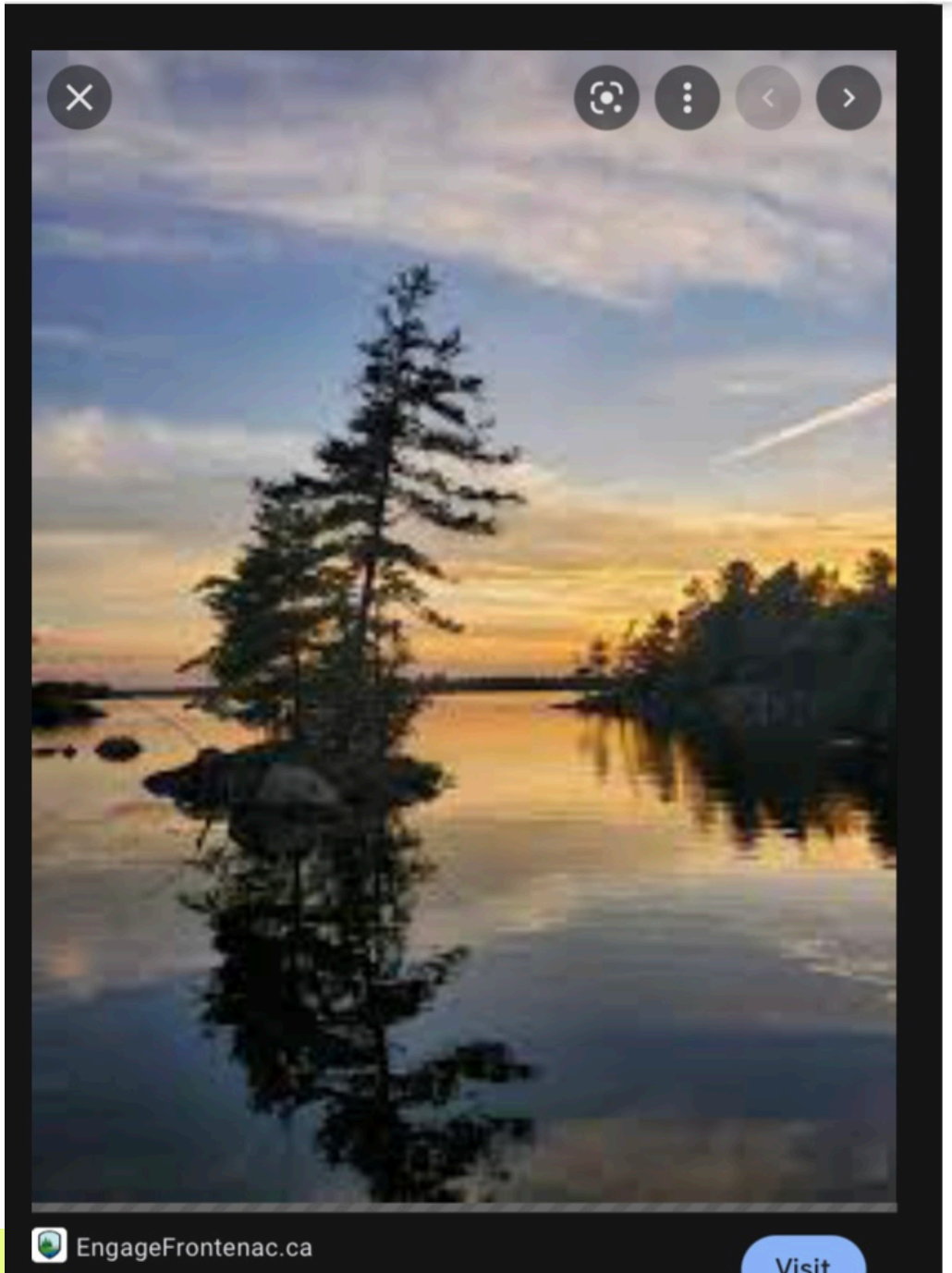


aul McMahon (in a yellow hard hat) and his son Matt work to remove the enormous tree that crushed their new Honda in the riveway of their Liard Street home Saturday. PHOTO BY BLAIR CRAWFORD /Postmedia



- A Climate Action Advisory Committee for South Frontenac?

1. To research what other municipalities are doing, grants or corporate funding available to help us, ideas to suit our Township .
2. Offer suggestions to the Council.
3. Offer to help educate our residents at local events or fairs, encourage residents & businesses to take action
4. What else would you like us to do?



SOUTH FRONTENAC

Public Meeting

under the Planning Act

Applications for Zoning By-law Amendment
Z-21-26
PL-ZBA-2022-0072

Tuesday, June 21, 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-21-26 and PL-ZBA-2022-0072.
- 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.

SOUTH FRONTENAC

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

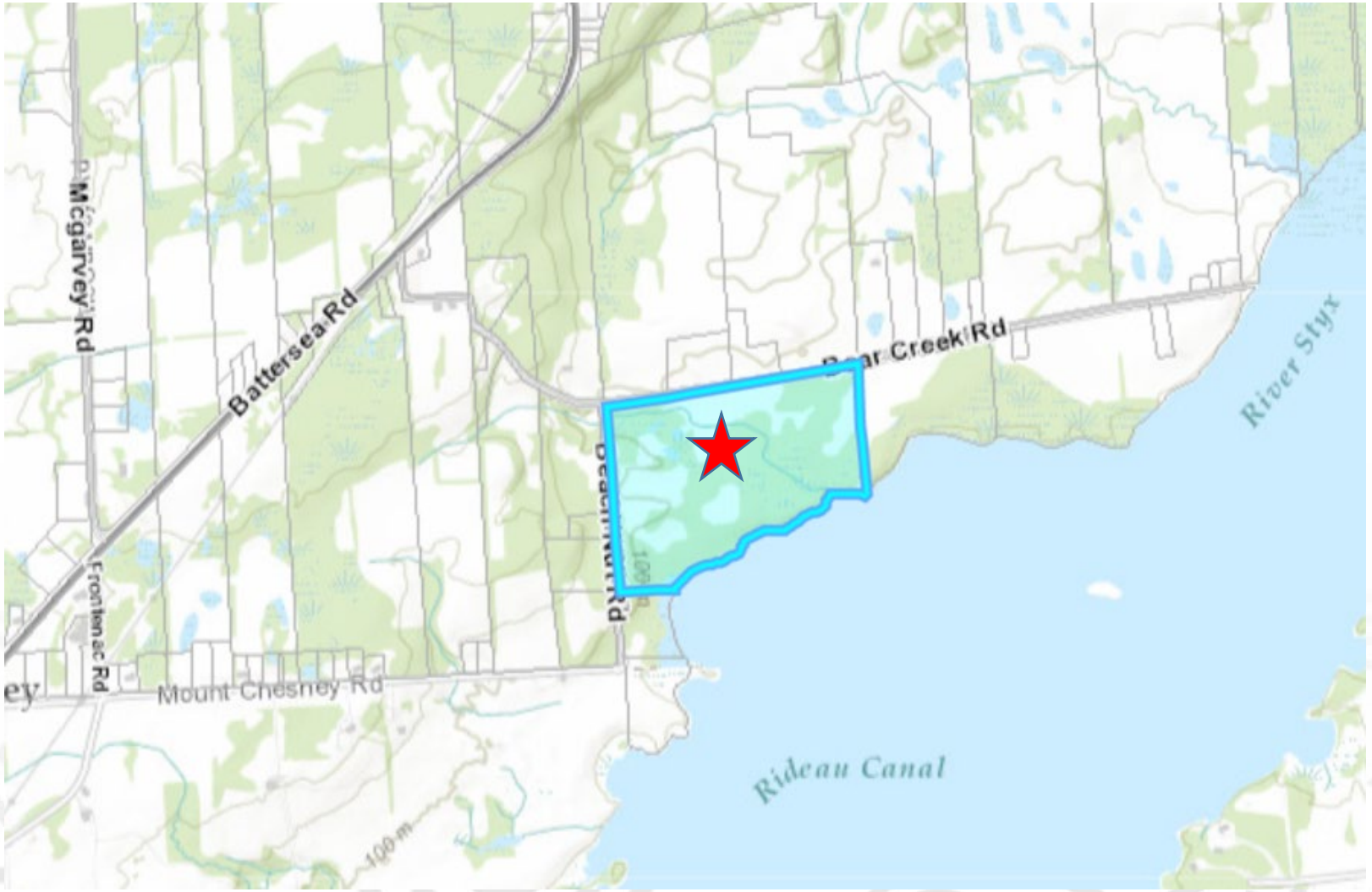
Z-21-26

Applicant: Jeremiah Blake

Agent: ZanderPlan

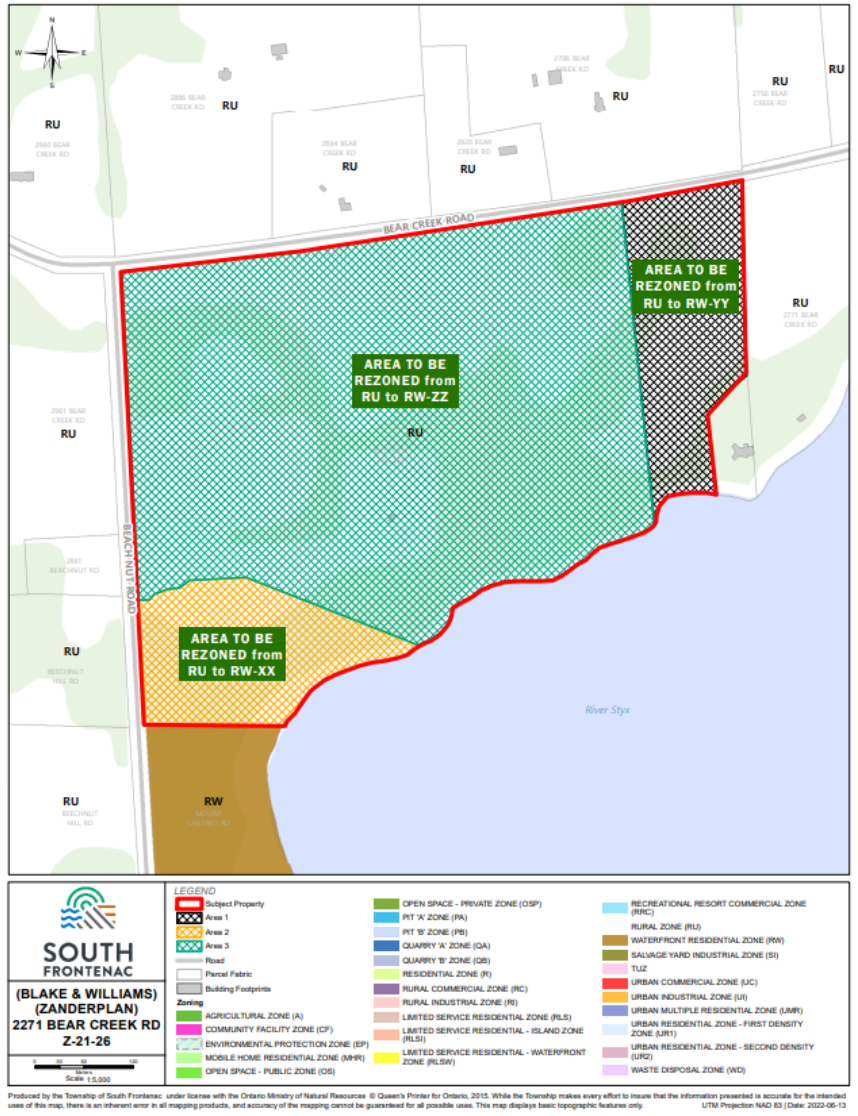
Property: 2858 Beach Nut Road

Location


McGarvey Rd
Battersea Rd
Frontenac Rd
Mount Chesney Rd
Bear Creek Rd
River Styx
Rideau Canal

Proposal

- New Lot creation for residential properties approved April 2022
- Existing Zone – Rural
- Proposed Zone – RW Special
- establish setbacks greater than 30 metres from the highwater mark as recommended in an Environmental Impact Assessment that was submitted in support of the consent applications
- Restrict use to residential



Subject Lands

Department and Public Comments

- Building Services, Public Services, RWDRT – 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

→

Limited service residential development

Environmental protection

Public and Council Discussion

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

Next Steps

- A report with a recommendation will be brought to a future Council meeting for consideration

PL-ZBA-2022-0072

Applicant: Gordon and Brenda Fitzgerald

Agent: ZanderPlan

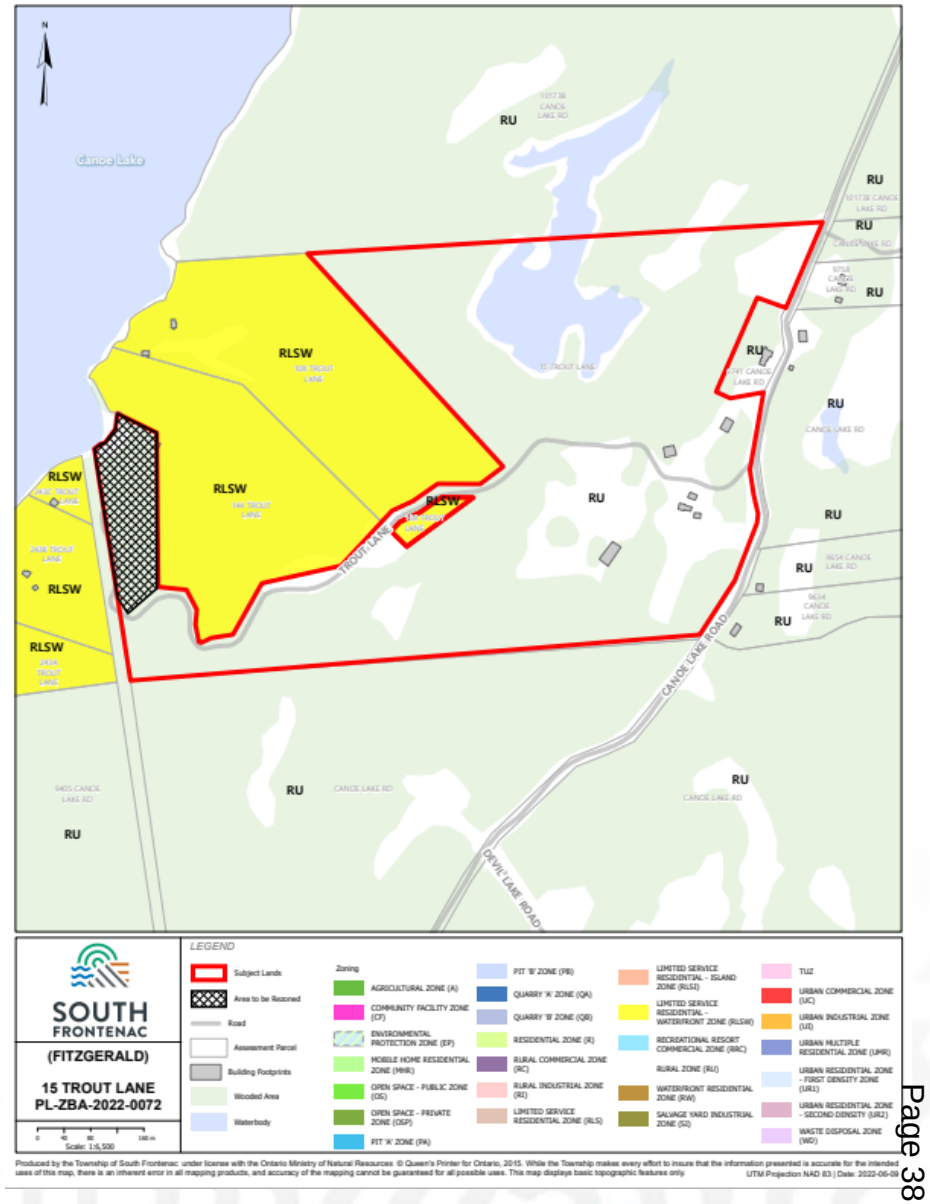
Property: 15 Trout Lane

Location

Canoe Lake Rd
Wintergreen Ln
Miner Lake Ln
Canoe Lake Rd
Devil Lake Rd
Abbey LN
Canoe Lake
Grouse Ln

Proposal

- New waterfront lot approved November 2021
- Existing Zone – RU
- Proposed Zone – RLSW-XX
- To permit residential development on waterfront property accessed by a private lane
- To acknowledge the 70 metres of waterfrontage



Subject Property

Department and Public Comments

- Building Services, Public Services, RWDRT – 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

- Limited service residential development
- Protecting water resources

Public and Council Discussion

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

Next Steps

- A report with a recommendation will be brought to a future Council meeting for consideration

Township of South Frontenac

Staff Report

To:	Council
Prepared by:	Development Services Department
Date of Meeting:	June 21, 2022
Subject:	**Public Meeting for Zoning By-law Amendment Application PL-ZBA-2022-0072 (Fitzgerald)(ZanderPlan), 15 Trout Lane**

Summary

This report provides Council with information about Zoning By-law Amendment Application PL-ZBA-2022-0072 for 15 Trout Lane. If approved, the zone on a portion of the subject lands would be changed from Rural (RU) to a property specific Limited Service Residential – Waterfront (RLSW-XX) zone.

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

Recommendation

This report is for information only.

Background

The subject property is subject to consent application S-54-21-B for a new waterfront residential lot. Provisional approval of the consent application was granted subject to conditions by the Director of Development Services on November 19, 2021. One condition requires the severed parcel to be rezoned.

The proposal is to change the zone on the severed parcel from Rural (RU) to a property specific Limited Service Residential – Waterfront (RLSW-XX) zone. This change is required to acknowledge that this waterfront property is accessed by a private lane and to acknowledge the 70 metres of waterfrontage on Canoe Lake.

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 to the west of Canoe Lake Road. Trout Lane runs through the subject property. The property is surrounded by large rural landholdings, some of which contain dwellings.

The severed parcel (the lands to be rezoned) consists of approximately 5.06 acres of land and has approximately 90 metres of frontage on Trout Lane and approximately 70 metres of waterfrontage on Canoe Lake. The severed parcel contains an existing dwelling. There are developed, waterfront properties both to the north and south of the severed parcel.

The retained parcel consists of approximately 92.75 acres of land and has approximately 537 metres of frontage on Canoe Lake Road. The retained parcel is developed with a single detached dwelling and accessory structures. The remainder of the retained parcel is predominately forested. Trout Lane runs through the retained parcel.

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

Department, Agency and Public Comments

Building Services and the Cataraqui Conservation did not provide comments on the rezoning application as they had no objections to the consent application.

No comments have been received from members of the public on the re-zoning application 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 Provincial Policy Statement (2020) allows growth and development to be directed to rural lands, including locally appropriate residential lot creation (section 1.1.5). The County of Frontenac Official Plan and the Township of South Frontenac Official Plan also permit residential development in the Rural designation.

The Director of Development Services had consideration for the 2020 PPS as well as the County and Township Official Plans in the decision to grant provisional approval to the consent application for a new residential lot.

Section 5.7.7 of the Township Official Plan requires the frontage, size and shape of any lot created for limited service residential purposes through the severance approval process to be appropriate for the proposed use and to conform to the provisions of the zoning by-law. A minimum lot area of one hectare with a minimum of 91 metres of water frontage and 76 metres of frontage on a private road is required.

Section 5.7.7(ii)(a) indicates that the Township may consider reductions to the minimum frontage requirements provided the overall intent of the Official Plan is maintained. The severed parcel is 5.06 acres in size, which exceeds the required minimum lot area. It also has 90 metres of frontage on Trout Lane. The severed parcel will have all of the available waterfrontage (70 metres) of the subject property. The waterfrontage of the severed parcel is a remnant section of shoreline from historical severances.

The intent of minimum waterfrontage is to ensure safe boating access, to provide distance separation between parcels to avoid overdevelopment of the waterfront.

The reduction in waterfrontage on the severed parcel would maintain the overall intent of the Official Plan. No negative impact is expected to safe boating access and the appearance of the waterfront as the severed parcel is already developed with a dwelling.

The retained parcel will have no waterfrontage. The retained parcel will continue to function as a developed, rural property with frontage on a public road, per the Rural zone.

The severed parcel is zoned Rural. The parcel needs to be rezoned to Limited Service Residential – Waterfront (RLSW) in order to recognize that the parcel would be a waterfront property accessed by a private lane. This would ensure that zoning provisions can be properly applied should the owner propose to make modifications to the existing dwelling or to construct any new accessory buildings in the future.

The RLSW zone on the severed parcel must include special provisions to acknowledge the deficient waterfrontage of the parcel. The parcel would have 70 metres of waterfrontage on Canoe Lake.

The proposal to rezone the lands through this application is consistent with the 2020 PPS as well as the County and Township Official Plans and Zoning By-law No. 2003-75.

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

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

Climate Considerations

☒ Not applicable to this report.

☐ This initiative supports climate change mitigation/adaption efforts in South Frontenac; and/or impacts the Township's resilience to climate change.

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

Attachments

1. Location Map
2. Draft By-law

Approvals

Report Prepared By:

Anne (Anna) Geladi, MCIP, RPP, Planner

Reviewed By:

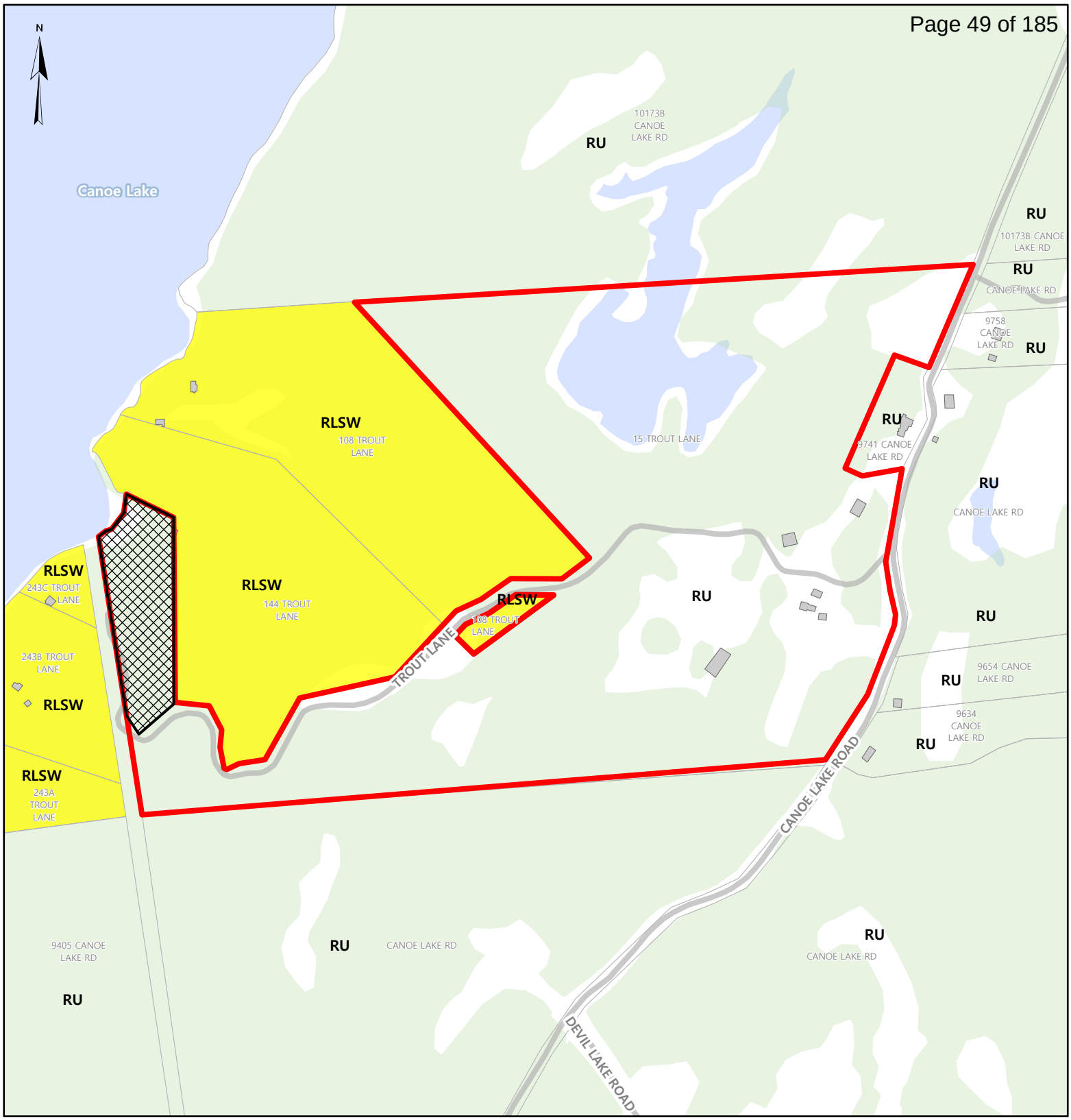
Christine Woods, MCIP, RPP, Senior Planner

Submitted By:

Claire Dodds, MCIP, RPP, Director of Development Services

Approved By:

Louise Fragnito, CPA, CGA
Chief Administrative Officer



SOUTH FRONTENAC

(FITZGERALD)

15 TROUT LANE
PL-ZBA-2022-0072

0 40 80 160 m
Scale: 1:6,500

LEGEND

- Subject Lands
- Area to be Rezoned
- Road
- Assessment Parcel
- Building Footprints
- Wooded Area
- Waterbody

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: 2022-06-09

TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2022-##

BEING A BY-LAW TO AMEND BY-LAW 2003-75, AS AMENDED, TO REZONE LAND FROM RURAL (RU) TO LIMITED SERVICE RESIDENTIAL – WATERFRONT – SPECIAL PROVISION (RLSW-XX) ON PART OF LANDS DESCRIBED AS 15 TROUT LANE, PART OF LOT 9, CONCESSION 7, DISTRICT OF BEDFORD: FITZGERALD

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 “D”, to Zoning By-law Number 2003-75 as amended, is hereby further amended by changing the zoning from Rural (RU) to Limited Service Residential – Waterfront – Special Provision (RLSW-XX) on the Severed Parcel in Consent Application S-54-21-B as shown on Schedule “1”.

2. **THAT** Zoning By-law Number 2003-75 as amended is hereby further amended by adding a new section RLSW-XX (Severed Parcel in Consent Application S-54-21-B, Part of Lot 9, Concession 7, District of Bedford) immediately after the last Limited Service Residential – Waterfront – Special Provision section to read as follows:

   RLSW-XX (Severed Parcel in Consent Application S-54-21-B, Part of Lot 9, Concession 7, District of Bedford - Fitzgerald)

   Notwithstanding the provisions of section 10.3.1 or any other provision of this By-law to the contrary, on the lands zoned Special Limited Service Residential – Waterfront (RLSW-XX), the following provision shall apply:

   - *Waterfrontage (Minimum)* *70 Metres (229 ft.)*

   All other provisions of this by-law shall apply.

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

DRAFT

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

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

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

THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC

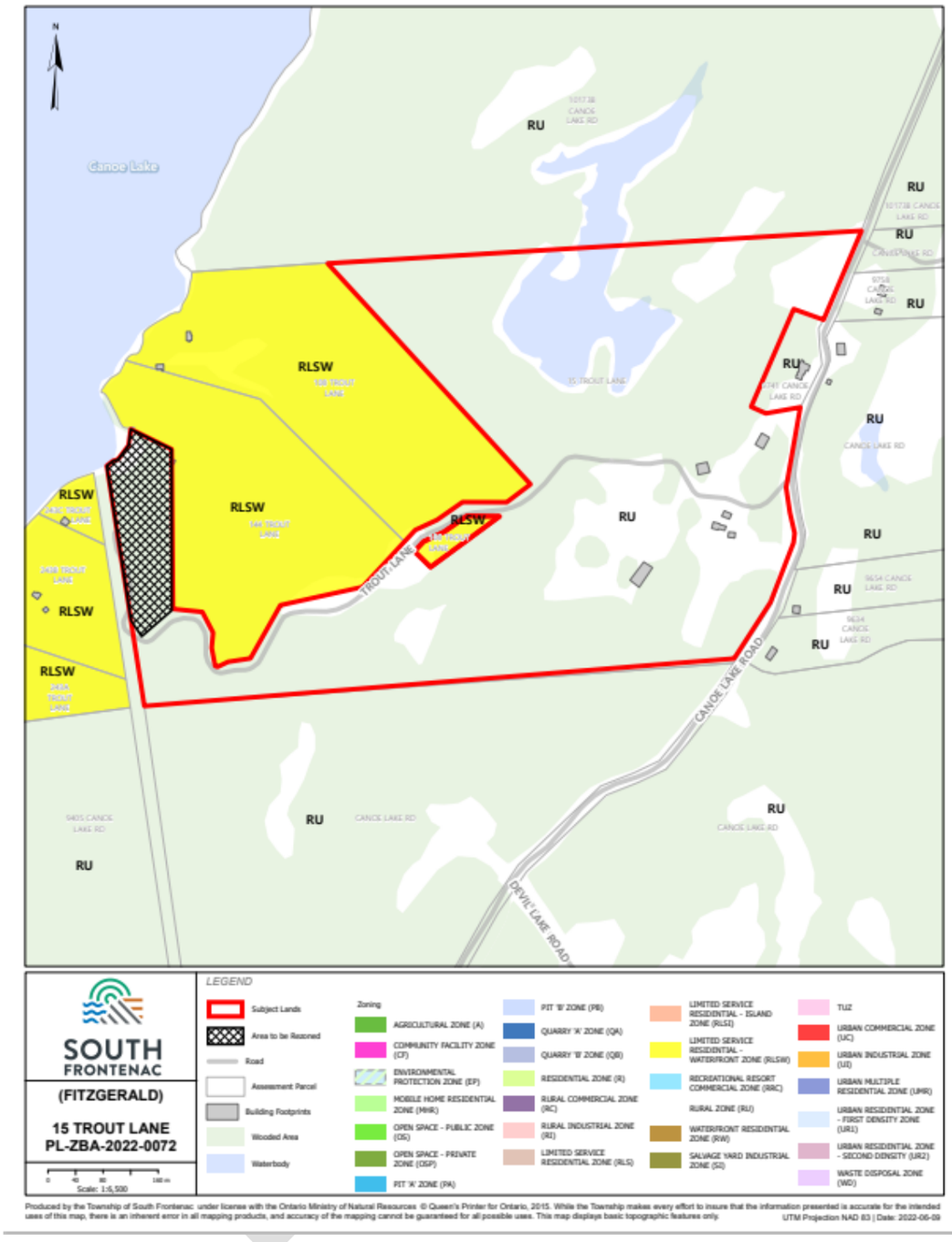
_____
Ron Vandewal, Mayor

_____
Angela Maddocks, Clerk

DRAFT

Schedule 1

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



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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:	June 21, 2022
Subject:	**Public Meeting for Zoning By-law Amendment Application PL-ZBA-2022-0055 (Blake & Williams) (ZanderPlan) – 2858 Beach Nut Road**

Summary

This report provides Council with information about Zoning By-law Amendment Application PL-ZBA-2022-0055 for 2858 Beach Nut Road. If approved, the zone on the subject lands would be changed from Rural (RU) to property specific Waterfront Residential zones (RW-XX, RW-YY, RW-ZZ).

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

Recommendation

This report is for information only.

Background

The subject property is subject to consent applications S-87-21-S and S-88-21-S for two new waterfront residential lots. Provisional approval of the consent applications was granted subject to conditions by the Director of Development Services on April 8, 2022. A condition of both consents is that the severed and retained parcels be rezoned.

The proposal is to change the zone on the severed parcels and the retained parcel from Rural (RU) to property specific Waterfront Residential (RW-XX, RW-YY, RW-ZZ) zones. This change is required to establish setbacks greater than 30 metres from the highwater mark as recommended in an Environmental Impact Assessment that was submitted in support of the consent applications. The RW zones would also restrict the permitted use on the parcels to residential.

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 the south side of Bear Creek Road and on the east side of Beach Nut Road. The intersection of Bear Creek Road and Beach Nut Road is located at the northwest corner of the subject property. The property has waterfrontage on the Rideau Canal (River Styx). There is a watercourse that runs through the subject property and is connected to River Styx. There is also a wide wetland along the waterfrontage. The subject property consists of a mix of forest, farmland and wetlands and slopes downward in elevation to the south & east. The subject property is developed with a single detached dwelling and an accessory structure.

The severed parcel from application S-87-21-S (Lot 1) is located on the south-western portion of the subject property and consists of vacant land. There is also a wide wetland along the waterfrontage. Lot 1 consists of approximately 4 hectares (10 acres) of land with approximately 150 metres (492 feet) of frontage on Beach Nut Road and approximately 204 metres (669 feet) of water frontage on the River Styx.

The severed parcel from application S-88-21-S (Lot 2) is located on the west side of the subject property and consists of vacant land. Lot 2 consists of approximately 4.5 hectares (11 acres) of land with approximately of 150 metres (492 feet) of frontage on Beach Creek Road and approximately 101 metres (331 feet) of water frontage on the River Styx.

The retained parcel is approximately 27 hectares (67 acres) in area with approximately 406 metres (1332 feet) of frontage on Beach Nut Road, approximately 717 metres (2024 feet) of frontage on Bear Creek Road and approximately 336 metres (1102 feet) of water frontage on the River Styx. The retained lands contain a mix of forest, farmland, wetlands. There is a watercourse on the retained parcel that extends from Bear Creek Road and Beach Nut Road into the wetlands and to River Styx. The retained lands contain the existing buildings. It is the understanding of Township Staff that the applicant intends to build a new dwelling on the retained parcel.

Attachment 1 to this report shows the location of the subject lands (see draft by-law schedule).

Supporting Documentation

The applicant submitted a Scoped Environmental Impact Assessment (EIA) in support of the consent applications (Ecological Services, dated October 4, 2021). The subject property was assessed for wetlands, woodlands, fish habitat, species at risk and significant wildlife habitat. An assessment of these natural features and their ecological functions was part of the EIA.

The EIA identified suitable building envelopes and locations for sewage systems on the severed parcels and the retained parcel that were not anticipated to impact species at risk and significant wildlife habitat, nor the water quality of River Styx. It recommended that due to topographical constraints the building and sewage system location on Lot 1 be at least 100 metres from River Styx and at least 140 metres from River Styx on Lot 2.

Furthermore, the EIA recommended that any new sewage system on the retained parcel be located at least 70 metres from River Styx. The EIA also recommended that no buildings be permitted closer than the existing buildings on the retained parcel, which are currently about 40 metres from River Styx.

Township staff and the Rideau Waterway Development Review Team were satisfied with the methodology and findings of the EIA relative to the creation of two residential lots.

Department, Agency and Public Comments

Public Services, Building Services (Septic System Review) and Rideau Waterway Development Review Team (RWDRT) did not provide comments on the rezoning application as they had no objection to the approval of the consent applications when they reviewed the consent applications in 2021.

No comments on the re-zoning application 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 PPS 2020 allows growth and development to be directed to rural lands, including residential lot creation and development that is compatible with the rural landscape (section 1.1.5). The PPS promotes efficient land uses and development patterns that support strong, livable and healthy communities, protect the environment and public health and safety and facilitate economic growth. The County of Frontenac Official Plan and the Township of South Frontenac Official Plan also permit residential development in the Rural designation.

The County Official Plan and the Township Official Plan, in accordance with the PPS, 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 and their ecological functions. This demonstration is typically done through an environmental impact assessment.

The Director of Development Services had consideration for the PPS 2020 as well as the County and Township Official Plans in the decision to grant provisional approval to consent applications S-87-21-S and S-88-21-S.

The subject property is zoned Rural (RU). A condition of the consent approvals was to change the zone on the severed parcels to Waterfront Residential (RW) zones. Through the review of the rezoning application it was determined that the retained parcel should also be rezoned. The RW zone contains more stringent provisions that are applicable to waterfront properties with a frontage on a public road (e.g. minimum lot area, maximum lot coverage), and also limits the permitted uses to either a seasonal dwelling or a single detached dwelling.

Each of the parcels require the RW zone to be property specific in order to implement the recommended setbacks for dwellings and sewage disposal systems as outlined in the Environmental Impact Assessment.

The EIA recommended where development may occur on the severed parcels and the retained parcels. It recommended buildings and sewage systems on Lot 1 be setback a minimum of 100 metres from the highwater mark of the wetlands that are connected to River Styx and 140 metres on Lot 2. It also recommended a minimum 70 metre setback for a new sewage system and 40 metre setback for new buildings on the retained parcel. Requiring these setbacks through zoning will help to ensure that the proposed development would have no negative impacts on the wetlands that are connected to River Styx nor on their ecological functions. It also has consideration for potential impact on the water quality of River Styx. These setbacks are specified in the draft by-law (attachment 1).

Additional mitigation measures recommended in the EIA, including maintaining areas of no disturbance (e.g. no tree removal), will be incorporated into development agreements registered against the titles of the severed parcels.

The proposal to rezone the lands through application PL-ZBA-2022-0055 is consistent with the 2020 PPS as well as the County and Township Official Plans.

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.

Climate Considerations

☒ Not applicable to this report.

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

Attachment

1. Draft By-law

Approvals

Report Prepared By:
Anne (Anna) Geladi, MCIP, RPP, Planner

Report Reviewed By:
Christine Woods, MCIP, RPP, Senior Planner

Submitted By:

Claire Dodds, MCIP, RPP
Director of Development Services

Approved By:

Louise Fragnito, CPA, CGA
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 WATERFRONT RESIDENTIAL SPECIAL PROVISION (RW-XX) ON LANDS DESCRIBED AS PART 1 AND 2 ON PLAN 13R16215, PART OF LOT 5, CONCESSION 5, DISTRICT OF STORRINGTON: BLAKE & WILLIAMS

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 “C”, to Zoning By-law Number 2003-75 as amended, is hereby further amended by changing the zoning from Rural (RU) to Waterfront Residential - Special Provision (RW-XX, RW-YY, RW-ZZ) 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 RW-XX (Severed Parcel in Consent Application S-87-21-S, Part of Lot 5, Concession 5 District of Storrington, Blake & Williams) immediately after the last RW – Special Provision section to read as follows:

   RW-XX (Severed Parcel in Consent Application S-87-21-S, Part of Lot 5, Concession 5, District of Storrington, Blake & Williams)

   Notwithstanding the provisions of Section 8 or any other provision of this By-law to the contrary, on the lands zoned Special Waterfront Residential (RW-XX), the following provisions apply:

   The Principal Building, Accessory Buildings and Structures, and Sewage System shall be:

   - *Setback from highwater mark (Minimum) 100 Metres (328 ft.)*

   All other provisions of this by-law shall apply.

3. **THAT** Zoning By-law Number 2003-75 as amended is hereby further amended by adding a new section RW-YY (Severed Parcel in Consent Application S-88-21-S, Part of Lot 5, Concession 5 District of Storrington, Blake & Williams) immediately after the last RW – Special Provision section to read as follows:

   RW-YY (Severed Parcel in Consent Application S-88-21-S, Part of Lot 5, Concession 5, District of Storrington, Blake & Williams)

   Notwithstanding the provisions of Section 8 or any other provision of this By-law to the contrary, on the lands zoned Special Waterfront Residential (RW-YY), the following provisions apply:

   The Principal Building, Accessory Buildings and Structures, and Sewage System shall be:

- *Setback from highwater mark (Minimum)* *140 Metres (459 ft.)*

All other provisions of this by-law shall apply.

4. **THAT** Zoning By-law Number 2003-75 as amended is hereby further amended by adding a new section RW-ZZ (2858 Beach Nut Hill Road, Part of Lot 5, Concession 5 District of Storrington, Blake & Williams) immediately after the last RW – Special Provision section to read as follows:

RW-ZZ (2858 Beach Nut Hill Road, Retained Parcel in Consent Application S-87-21-S and S-88-21-S, Part of Lot 5, Concession 5, District of Storrington, Blake & Williams)

Notwithstanding the provisions of Section 8 or any other provision of this By-law to the contrary, on the lands zoned Special Waterfront Residential (RW-ZZ), the following provisions apply:

For the Principal Building and any Accessory Buildings and Structures:

- *Setback from highwater mark (Minimum)* *40 Metres (131 ft.)*

For any Sewage System:

- *Setback from highwater mark (Minimum)* *70 Metres (229 ft.)*

5. 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 XXth day of XX, 2022.

Read a first and second time this XXth day of XX, 2022.

Read a third time and finally passed this XXth day of XX, 2022.

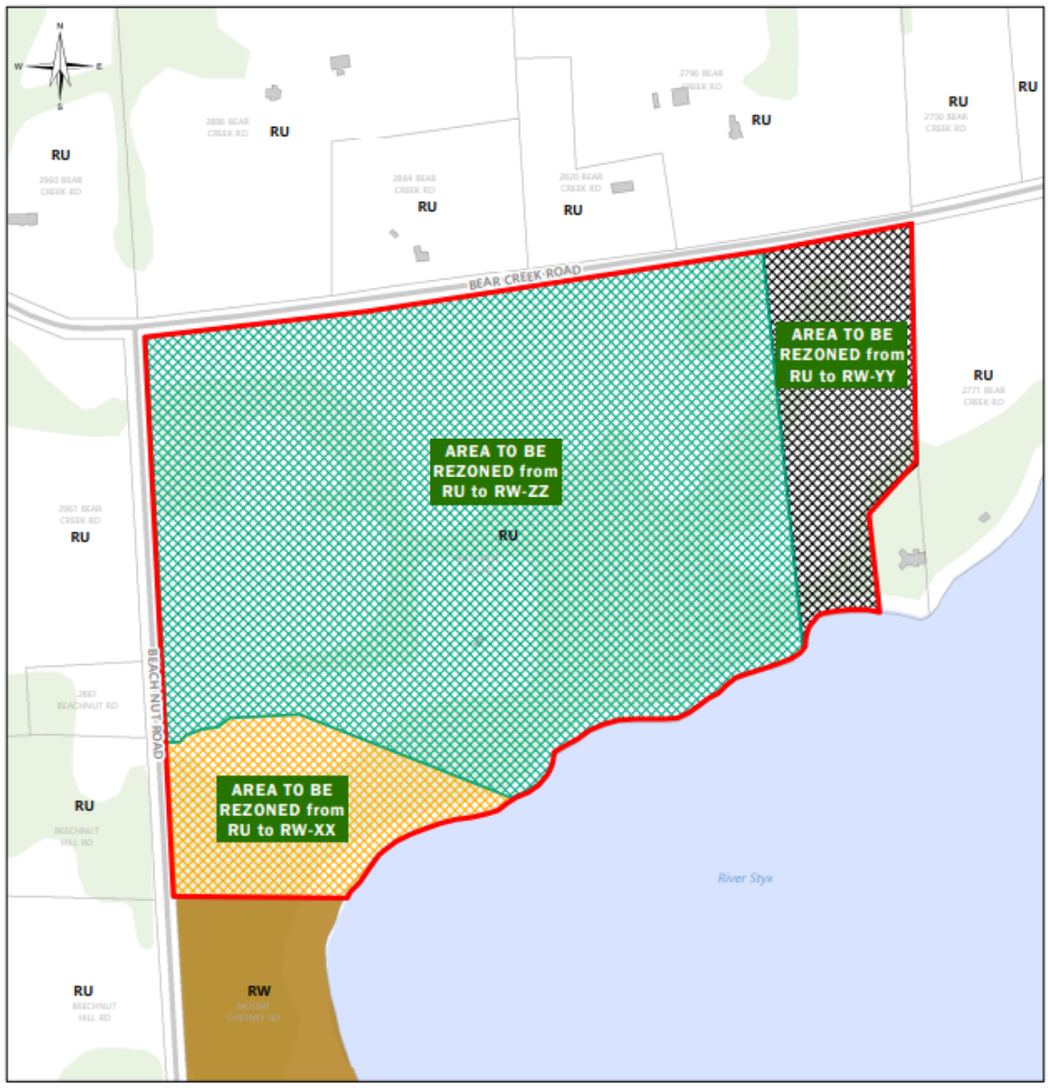
THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC

_____
Ron Vandewal, Mayor

_____
Angela Maddocks, Clerk

Schedule 1

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



SOUTH FRONTENAC

(BLAKE & WILLIAMS) (ZANDERPLAN)
2271 BEAR CREEK RD
Z-21-26

Scale 1:5,000

LEGEND

- Subject Property
- Area 1
- Area 2
- Area 3
- Road
- Parcel Fabric
- Building Footprints

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)

Produced by the Township of South Frontenac under license with the Ontario Ministry of Natural Resources © Queen's Printer for Ontario, 2015. While the Township makes every effort to insure that the information presented is accurate for the intended uses of this map, there is an inherent error in all mapping products, and accuracy of the mapping cannot be guaranteed for all possible uses. This map displays basic topographic features only.
UTM Projection NAD 83 | Date: 2022-06-13

Passed this __th day of MONTH, 2022

Ron Vandewal, Mayor

Angela Maddocks, Clerk

Minutes of Council
May, 17, 2022

Time: 7:00 PM
Location: Virtual & Council Chambers

Meeting # 22

Council Members Present in Chambers: Mayor Ron Vandewal, Ray Leonard, Doug Morey, John McDougall, Alan Revill, Norm Roberts, Randy Ruttan, Ron Sleeth, Ross Sutherland

Staff Present in Chambers: Louise Fragnito - Chief Administrative Officer, Angela Maddocks - Clerk, Jamie Brash - Manager of Facilities and Solid Waste, Claire Dodds - Director of Development Services, , Troy Dunlop - Manager of Technical Services & Infrastructure, Michelle Hannah - Planning Assistant, Darcy Knott - Director of Fire and Emergency Services

Staff Present via Electronic Participation: Anna Geladi - Planner

1. Call to Order and Roll Call

a) Resolution

Resolution No. 2022-22-01
Moved by Councillor Ruttan
Seconded by Deputy Mayor Revill
That the Council meeting of May 17, 2022 be called to order at 7:00 p.m.

Carried

2. Declaration of pecuniary interest and the general nature thereof

a) Councillor Leonard declared a pecuniary interest with respect to Agenda Item 12 a), the Accounts Payable and Payroll Listing.

3. Approval of Agenda

a) Resolution

Resolution No. 2022-22-02
Moved by Councillor Ruttan
Seconded by Councillor McDougall
That the agenda for the May 17, 2022 Council meeting be approved as presented.

Carried

4. Scheduled Closed Session - not applicable

5. Delegations - none

6. Public Meeting - not applicable

7. Approval of Minutes

a) **April 5, 2022 Council Meeting**

Resolution No. 2022-22-03

Moved by Councillor Sleeth
Seconded by Councillor Morey
That the minutes of the April 5, 2022 Council meeting be approved.

Carried

b) **April 12, 2022 Committee of the Whole Meeting**

Resolution No. 2022-22-04
Moved by Councillor McDougall
Seconded by Councillor Sutherland
That the minutes of the April 12, 2022 Committee of the Whole meeting be approved.

Carried

c) **April 19, 2022 Council Meeting**

Resolution No. 2022-22-05
Moved by Councillor Roberts
Seconded by Councillor Leonard
That the minutes of the April 19, 2022 Council meeting be approved.

Carried

8. Business Arising from the Minutes

a) **Notice of Motion - County Roads Policy Change**
This report provided information in response to a notice of motion requesting to clarify whether there has been any change in the policies regarding required widths for road widenings on former County roads relating to severance application within the past 8 years.

While the report did not include any recommendations, Council supported assisting with the cost of the survey for the applicant.

Resolution No. 2022-22-06
Moved by Councillor Sleeth
Seconded by Deputy Mayor Revill
That Council agrees to pay $2000.00 towards the survey costs in relationship to the 2015 severance application from Mr. Chisamore that will assist in meeting the 30 metre requirement on county roads.

Carried

b) **Notice of Motion - Recognition for Community contributions through COVID**
This report provided information in relation to a Notice of Motion requesting opportunities to recognize community organizations for their contributions to the community throughout the COVID-19 pandemic.

A friendly amendment was made to the resolution to include "and individuals".

Resolution No. 2022-22-07
Moved by Councillor Sleeth
Seconded by Councillor Morey
That Council support the recommendations included in the Chief Administrative Officer's report of May 17, 2022 to recognize organizations and individuals for their contributions through the pandemic.

Carried

9. Reports Requiring Action

a) **Communal Services Governance - Business Case Study**

This report recommended that Council provide support for the County's Frontenac Municipal Services Corporation (MSC) Business Case Study Final Draft release for public comment as required under the Municipal Act

Resolution No. 2022-22-08
Moved by Councillor Sutherland
Seconded by Councillor McDougall
That Council support the publishing of the Draft Frontenac Municipal Services Corporation Business Case Study for public review and comment by the County of Frontenac.

Carried

b) **Disconnecting from the Workplace Policy**

Bill 27 was passed into law on December 2, 2021. Bill 27 adds new provisions to the Ontario Employment Standards Act, 2000 (ESA), including requiring Ontario employers with 25 or more employees to have a written "Disconnecting from Work" policy by June 2, 2022. The attached policy has been developed in accordance with this Bill.

Resolution No. 2022-22-09
Moved by Councillor Sutherland
Seconded by Councillor McDougall
That Council, having considered the report regarding the "Disconnecting from Work Policy" required under the Ontario Employment Standard Act - Bill 27, adopt the HR-024 Disconnecting from Work Policy.

Resolution No. 2022-22-10
Moved by Councillor Sutherland
Seconded by Councillor Leonard
That the "Disconnecting from Work" policy be deferred.

Carried

c) **Road Closing Application - RC-21-08 - Request to stop up, close and transfer portions of an unopened road allowance**

An application was received by Development Services Staff requesting the stop up, close and transfer of a portion of unopened road allowance jointly owned by the Townships of Central Frontenac and South Frontenac and a portion of the unopened road allowance between Concessions 8 & 9, Lot 36, to facilitate access to vacant land for the purpose of development.

Resolution No. 2022-22-11
Moved by Councillor Morey Seconded by Councillor Leonard
That Council direct staff to proceed with the process of closing and transferring ownership of an unopened road allowance jointly owned by Central Frontenac and South Frontenac and the unopened road allowance between Concession 8 & 9, both adjacent to the applicant's property to provide access; and

That Council agree to proceed to determine fees for these portions of the east/west unopened road allowance through a real estate appraisal; and

That the north/south road allowance (entirely within South Frontenac be sold as per South Frontenac's policy; and

That the sale be contingent on all three parcels being closed and sold.

Carried

d) **Road Closing Application - RC-21-09 - Request to stop up, close and transfer a portion of unopened road allowance between Concession 8 and 9, Storrington District.**

An application has been received by Development Services Staff to request to stop up, close and transfer a portion of unopened road allowance between Concession 8 and 9, District of Storrington

Resolution No. 2022-22-12
Moved by Councillor Sleeth
Seconded by Councillor Morey
That Council direct staff to proceed with the process of closing and transferring ownership of a 12 metre (40 foot) by approximately 124 metre (417 foot) portion of unopened road allowance, between Concession 8 & 9, District of Storrington.

Carried

e) **Office Expansion Feasibility Study Award**

This report sought Council approval for the award of the Office Expansion Feasibility Study

Resolution No. 2022-22-13
Moved by Councillor McDougall
Seconded by Councillor Sutherland
That Council award the Office Expansion Feasibility Study to Colbourne & Kembel, Architects, Inc in the amount of $68,528.24 net of rebatable HST.
And that the additional required funding in the amount of $48,528.24 be funded from Facilities Reserve.

Carried

f) **Utilities Kingston Agreement Extension - Sydenham Water System Maintenance**

This report sought Council approval for the extension of the current contract with Utilities Kingston for a period of 5 years.

Resolution No. 2022-22-14
Moved by Councillor Sutherland
Seconded by Councillor Ruttan
That the Township of South Frontenac enter into a contract with Utilities Kingston to extend the Operation and Maintenance of the Sydenham Water System until December 31, 2026 subject to one extension of five years for the years 2027-31.

And that the Mayor and CAO be authorized to sign this contract on behalf of the Township of South Frontenac.

Carried

g) **Fabric Replacement on the Keeley Sand/Salt Dome**

This report provided information on the Keeley Road sand/salt dome fabric replacement and seeks Council approval.

Resolution No. 2022-22-15
Moved by Councillor Ruttan
Seconded by Deputy Mayor Revill
That Council approve an amount of $35,000 to replace (3) three fabric roof panels on the Keeley Road sand/salt dome. This necessary repair be funded from the Facilities Reserve Fund.

That this project be awarded to Barretts Farm and Family Centre who are the Contractor of Record that provides service to maintain warranty of Calhoun design dome structures.

Carried

10. Committee Meeting Minutes

a) **South Frontenac Museum Committee - Annual General Meeting held February 24, 2022**

Resolution No. 2022-22-16
Moved by Councillor Morey
Seconded by Councillor Sleeth
That Council receives for information the minutes of the February 24, 2022 South Frontenac Museum Society Annual General meeting.

Carried

11. By-laws

a) **By-law 2022-39 - Road Closing Application (RC 21-05) Concessions 10 & 11, Storrington**
An application was received by Development Services Staff requesting the stop up, close and transfer of a portion of unopened road allowance between Concessions 10 & 11 to enlarge the abutting vacant land to the north of the road allowance

Resolution No. 2022-22-17
Moved by Councillor Sutherland
Seconded by Councillor McDougall
That By-law 2022-39, being a by-law to stop up, close and sell a portion of an unopened road allowance being Part 1 on Plan 13R-22600, part of the road allowance between Concessions 10 and 11, Storrington District, be given first and second reading.

Carried

Resolution No. 2022-22-18
Moved by Councillor Roberts
Seconded by Councillor Leonard
That By-law 2022-39, be given third reading, signed and sealed.

Carried

b) **By-law 2022-40 - Update to Building By-law and Building Permit Fees**
This report provided background information and recommended the Building By-law (By-law 2014-26) be amended to implement changes to ensure building fees continue to reflect the cost of delivering services without increasing unnecessarily.

Resolution No. 2022-22-19
Moved by Councillor Leonard
Seconded by Councillor Sleeth
That By-law 2022-40, being a by-law to amend By-law 2014-26, a by-law to regulate construction, demolition and change of use permits for buildings, structures, and all other related services within the Township of South Frontenac and to repeal By-law 2015-05, be given first and second reading.

Carried

Resolution No. 2022-22-20
Moved by Councillor McDougall
Seconded by Councillor Sutherland
That By-law 2022-40, be given third reading, signed and sealed.

Carried

Resolution No. 2022-22-21

Moved by Councillor Sutherland
Seconded by Deputy Mayor Revill
That staff bring forward a report in relation to the Reserve Policy which includes the assessment of the appropriate upset limit of the Building Reserve balance at a future Council meeting.

Carried

c) **By-law 2022-41 - Zoning By-law Amendment application PL-ZBA-2022-0031 for 2414 and 2418-2420 Rutledge Road**

This report recommended that Council pass a by-law to change the zone on the subject lands from Limited Service Residential Waterfront – Special Provision (RLSW-88) and Rural (RU) to Waterfront Residential – Special Provision (RW-48). The RW-48 zone will reflect that the subject lands will be a waterfront property with frontage on a public road, will recognize the waterfrontage, and will permit an accessory building to be located in the front yard of the dwelling

Resolution No. 2022-22-22
Moved by Councillor Ruttan
Seconded by Deputy Mayor Revill
That By-law 2022-41, being a by-law to amend By-law 2003-75 as amended, to rezone land from Limited Service Residential Waterfront Special Provision Zone (RLSW-8) and Rural (R) to Waterfront Residential Special Provision Zone (RW-48) on lands described as Part of Lot 7, Concession 5, being Part 1 on Plan 13R20066 and a portion of lands described as Part of Lot 7, Concession 5, being Parts 2 to 5 on Plan 13R20066, district of Loughborough, be given first and second reading.

Carried

Resolution No. 2022-22-23
Moved by Deputy Mayor Revill
Seconded by Councillor Ruttan
That By-law 2022-41, be given third reading, signed and sealed.

Carried

d) **By-law 2022-42 - Reduce speed limit on Wolfe Swamp Road and Bradford Road East and West**

This report was a follow up to the report presented to Council on May 3, 2022 and was in response to a request for speed limit reduction on Bradford Road and Wolfe Swamp Road, and is seeking Council approval to pass By-law 2022-42 to implement these changes

Resolution No. 2022-22-24
Moved by Councillor Leonard
Seconded by Councillor Morey
That By-law 2022-42, being a by-law to amend By-law 2000-01, being a by-law to regulate speed on Wolfe Swamp Road and Bradford Road, be given first and second reading.

Carried

Resolution No. 2022-22-25
Moved by Councillor McDougall
Seconded by Deputy Mayor Revill
That By-law 2022-42 be given third reading, signed and sealed.

Carried

e) **By-law 2022-43 - Signing Officer Update**

This report sought Council approval for an update to the by-law in regards to signing officers for the Township which provides for the addition of the Finance Supervisor

Resolution No. 2022-22-26
Moved by Councillor Leonard
Seconded by Councillor McDougall
That By-law 2022-43, being a by-law to provide for the appointment of banking signing authorities, be given first and second reading.

Carried

Resolution No. 2022-22-27
Moved by Councillor Morey
Seconded by Councillor Sutherland
That By-law 2022-43, be given third reading, signed and sealed.

Carried

12. Reports for Information

a) **Accounts Payable and Payroll Listing**

b) **Tiered Medical Response**
This information report provided data about emergency medical incidents and associated costs for South Frontenac Fire and Rescue as requested by Township Council

c) **Hinchinbrooke Road - Schedule for Repairs (2022)**
This report provided details on the scope and schedule of final repairs on Hinchinbrooke Road at Spring Lake crossing

13. Information Items

a) **Municipal Property Assessment Corporation (MPAC) - 2021 Financial Statement**

b) **Limestone District School Board - Community Planning & Partnership Meeting**

c) **South Frontenac Museum Society Invitation to Council and Staff**

14. Notice of Motions - none

15. Announcements/Statements by Councillors

a) Deputy Mayor Revill suggested that when the Noise By-law is reviewed that By-law Enforcement Officer and the Township Solicitor be included in the discussion and enforceable conditions in a closed session.

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

a) There were no questions of clarity.

17. Closed Session - not applicable

18. Confirmatory By-law

a) **By-law 2022-44**

Resolution No. 2022-22-28
Moved by Councillor Morey
Seconded by Councillor Ruttan
That By-law 2022-44, being a by-law to confirm generally all actions and proceedings of the Council of the Township of South Frontenac, be given first and second reading this 17 day of May 2022.

Carried

Resolution No. 2022-22-29
Moved by Councillor Roberts
Seconded by Councillor Sutherland
That By-law 2022-44 being the confirmatory by-law, be given third reading, signed and sealed.

Carried

19. Adjournment

a) **Resolution**

Resolution No. 2022-22-30
Moved by Councillor Morey
Seconded by Councillor Sleeth
That the Council meeting of May 17, 2022 be adjourned at 8:31 p.m.

Carried

Ron Vandewal, Mayor

Angela Maddocks, Clerk

TOWNSHIP OF SOUTH FRONTENAC
Special Committee of the Whole Meeting
Minutes

May 24, 2022

Time: 6:00 PM
Location: Council Chambers & Virtual

Meeting # 24

Council Present in Council Chambers: Mayor Ron Vandewal, Ray Leonard, John McDougall, Doug Morey, Alan Revill, Norm Roberts, Randy Ruttan, Ron Sleeth, Ross Sutherland

Staff Present in Council Chambers: Louise Fragnito - Chief Administrative Officer, Angela Maddocks - Clerk, Claire Dodds - Director of Development Services, Troy Dunlop - Manager of Technical Services and Infrastructure, Christine Woods - Senior Planner.

Staff Present via Electronic Participation: Anna Geladi - Planner

Others Present via Electronic Participation: Rory Baksh - Dillon Consulting
Megan Reddy - Dillon Consulting

1. Call to Order and Roll Call

a) Motion

Moved by Councillor Sleeth
Seconded by Councillor Morey
That the Special Committee of the Whole meeting be called to order at 6:00 p.m.

Carried

b) The Clerk conducted the roll call as outlined in the attendance noted above.

2. Declaration of pecuniary interest and the general nature thereof

a) There were no declarations.

3. Approval of Agenda

a) Motion

Moved by Deputy Mayor Revill
Seconded by Councillor Ruttan
That the agenda for the Special Committee of the Whole meeting of May 24, 2022 be approved.

Carried

4. Reports Requiring Direction

a) **First Draft - New South Frontenac Official Plan**

Development Services staff and Dillon Consulting staff presented the first draft of the New South Frontenac Official Plan. A review of the foundational elements and key theme areas that guided the policy development were

highlighted as well as how we will be shaping the future of South Frontenac through growth and prosperity, general development policies, how the land will be used, natural environment, cultural heritage and infrastructure and services.

It was recognized that this is a very high level presentation and Council will need the opportunity to review the actual first draft prior to June 14, 2022 Committee of the Whole meeting.

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

a) Wilma Kenny questioned the implementation of the new Official Plan, specifically seeking clarity on how the new provincial policy statement allows municipalities to protect industrial and manufacturing uses from encroachment by sensitive land uses.

6. Adjournment

a) Motion

Moved by Councillor McDougall
Seconded by Councillor Sutherland
That the Special Committee of the Whole meeting of May 24, 2022 be adjourned at 9:12 p.m.

Carried

TOWNSHIP OF SOUTH FRONTENAC
Special Council Meeting Minutes

Meeting # 23

Council Present in Council Chambers: Mayor Ron Vandewal, Ray Leonard, John McDougall, Doug Morey, Alan Revill, Norm Roberts, Randy Ruttan, Ron Sleeth, Ross Sutherland

Staff Present in Council Chambers: Louise Fragnito - Chief Administrative Officer, Angela Maddocks - Clerk.

Time: 5:00 PM
Location: Council Chambers

1. Call to Order and Roll Call

a) **Resolution**

Resolution No. 2022-23-01
Moved by Councillor Morey
Seconded by Councillor Sleeth
That the Special Council meeting of May 24, 2022 be called to order at 5:00 p.m.

Carried

b) The Clerk conducted the roll call as outlined in the attendance noted above.

2. Declaration of pecuniary interest and the general nature thereof

a) There were no declarations.

3. Approval of Agenda

a) **Resolution**

Resolution No. 2022-23-02
Moved by Councillor Ruttan
Seconded by Deputy Mayor Revill
That the agenda for the Special Council meeting of May 24, 2022 be approved as presented.

Carried

4. Scheduled Closed Session

a) **Resolution**

Resolution No. 2022-23-03
Moved by Councillor Roberts
Seconded by Councillor Leonard
That Council move into a closed session as permitted by the Municipal Act, Section 239.2 to discuss (b) personal matters about an identifiable individual, including municipal or local board employees - regarding the hiring of a Director of Corporate Services and Treasurer.

Carried

b) **Director of Corporate Services and Treasurer**

c) **Resolution** - move out of closed session.

5. Rise and Report from Closed Session

a) **By-law 2022-45** - Appoint a Director of Corporate Services & Treasurer

Resolution No. 2022-23-06
Moved by Councillor Roberts
Seconded by Councillor Leonard
That By-law 2022-45, being a by-law to appoint Shelley Stedall as Director of Corporate Services and Treasurer, be given first and second reading.

Carried

Resolution No. 2022-23-07
Moved by Councillor Sleeth
Seconded by Councillor McDougall
That By-law 2022-45, be given third reading, signed and sealed.

Carried

6. Confirmatory By-law

a) **By-law 2022-46**

Resolution No. 2022-23-08
Moved by Councillor Ruttan
Seconded by Deputy Mayor Revill
That By-law 2022-46, being a by-law to confirm generally all actions and proceeding of the Council of the Township of South Frontenac, be given first and second reading.

Carried

Resolution No. 2022-23-09
Moved by Councillor Sutherland
Seconded by Councillor McDougall
That By-law 2022-46, being the confirmatory by-law, be given third reading, signed and sealed.

Carried

7. Adjournment

a) **Resolution**

Resolution No. 2022-23-10
Moved by Councillor Ruttan
Seconded by Deputy Mayor Revill
That the Special Council meeting of May 24, 2022 be adjourned at 5:11 p.m.

Carried

Ron Vandewal, Mayor

Angela Maddocks, Clerk

Township of South Frontenac
Staff Report

To:	Council
Prepared by:	Office of the Clerk
Date of Meeting:	June 21, 2022
Subject:	**Noise By-law Background Information**

Summary

The following information report is being presented to Council in response to comments provided during the "Announcements/Statements by Councillors" portion of the May 3, 2022 Council Meeting related to the Noise By-law.

Recommendation

This report is for information purposes.

Background

The Township of South Frontenac Noise By-law came into effect on August 4, 2015. In general terms, the purpose of the By-law is to prohibit or regulate, the ringing of bells, blowing of horns, shouting and unusual noises, or noises likely to disturb the inhabitants within the municipality or within a defined area or areas. The By-law also grants a limited number of exemptions related to the emission of noise. Additionally, Schedule 1 of the Noise By-law provides further detailed information regarding prohibition periods.

The purpose of this report is to provide general information, metrics as well as outline process improvements regarding the administration of the Noise By-law.

Discussion/Analysis

Background Information regarding Noise By-law Complaints:

An overview of Noise By-law complaints occurring between January 1, 2014 and June 1, 2022 is attached to this Report as Exhibit A.

Due to available data, staff are unable to determine if the complaints outlined in Exhibit A represented events or activities that were in fact in contravention of the Noise By-law. However, the available data does provide information regarding the source of noise complaints as well as the number of occurrences of such complaints. This data is outlined in the following table:

Source of Noise:	Number of Instances:
Loud Music	37
General Noise Complaint	21
Heavy Equipment/Construction/Tools	14
Recreational Vehicles	10
Gunfire	3
Fire Works	2
Party	4
Rental Property - Noise Complaints	2
Other	3

Although not the sole purpose of the review of the by-law, concerns had been raised in relation to short term rental accommodations. Based on the metrics available, it is not possible to determine the specific number of Noise By-law complaints generated by properties associated with short term rental accommodations. However, from a qualitative analysis standpoint, an assumption can be made that short term rental accommodations do not account for the majority of Noise By-law complaints occurring in the Township.

Next Steps:

Staff have met with Frontenac Municipal Law Enforcement to ensure that detailed information is provided moving forward regarding Noise By-law complaints. It is expected that detailed metrics will assist staff in assessing the Noise By-law as well as other enforcement by-laws from an effectiveness standpoint.

Additionally, staff intend to conduct public consultation in the form of a survey to receive additional information regarding enforcement concerns. Following the review of the survey results and improved metrics, staff intend to report back to Council to provide a comprehensive review of Safe Properties, Noise By-law, Dog Licensing, Animal Control and Parking by-laws.

In the interim, staff intend to report back to Council regarding amending the Noise By-law to include administrative monetary penalties as an enforcement measure.

Key Enforcement Contact Information:

The Township of South Frontenac has contracted municipal by-law enforcement services to Frontenac Municipal Law Enforcement.

In order for enforcement matters to be effectively addressed, both residents as well as members of Council are strongly encouraged to submit enforcement concerns as follows:

During Business Hours:

Contact: Clerk's Department; bylaw@southfrontenac.net or 613-376-3027 extension 2222.

Evenings and Weekends:

Contact: Frontenac Municipal Law Enforcement - 613-541-3213.

When submitting a complaint regarding an enforcement matter it is imperative to provide detailed contact information including your name, address, phone number or email address. Please note that personal information is protected and cannot be disclosed as per the *Municipal Freedom of Information and Protection of Privacy Act.*

As noted above, contacting the appropriate organization is critical to ensure that by-law enforcement concerns are effectively investigated. Furthermore, communicating with the appropriate body will allow the Township to maintain and generate proper metrics which will assist in the formation of enforcement policy decisions moving forward.

Additional information related to By-law enforcement within the Township of South Frontenac can be found on the Township website.

Financial Implications

None

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.

Climate Considerations

☒ Not applicable to this report.

☐ This initiative supports climate change mitigation/adaption efforts in South Frontenac; and/or impacts the Township's resilience to climate change.

Notice/Consultation

Frontenac Municipal Law Enforcement

James Thompson, Deputy Clerk

Attachments

Exhibit A - Summary of Noise By-law Complaints (January, 2014 to June, 2022)

Approvals

Submitted By:

Angela Maddocks
Clerk

Approved By:

Louise Fragnito, CPA, CGA
Chief Administrative Officer

Summary of Noise By-law Complaints (January 2014, to June 2022)

Date	Time	Complaint Summary
April 12, 2014	4:35 p.m.	By-law enforcement advised resident to call OPP regarding this matter.
May 16, 2015	1:26 p.m.	By-law enforcement advised resident to call OPP regarding this matter.
May 19, 2015	9:30 a.m.	Complaint regarding general noise concerns.
June 21, 2015	8:11 p.m.	By-law enforcement advised resident to call OPP regarding a large party with loud music.
July 19, 2015	1:06 p.m.	By-law enforcement advised resident to call OPP regarding the complaint related to gunfire.
August 8, 2015	10:30 a.m.	Complaint regarding noise stemming from rental cottage.
October 6, 2015	10:05 a.m.	Complaint regarding the operation of a fork lift at 5:30 a.m.
March 18, 2016	4:40 p.m.	Complaint regarding noise stemming from trucks.
June 11, 2016	8:50 p.m.	Complaint regarding noise stemming from neighbouring property.
July 5, 2016	8:00 p.m.	Complaint regarding loud music.
July 7, 2016	6:46 p.m.	Complaint regarding noise stemming from the operation of Sea-Doo's.
July 8, 2016	Unkown	Complaint regarding noise stemming from the operation of Sea-Doo's.
July 10, 2016	3:11 p.m.	Complaint regarding the operation of ATVs. By-law enforcement determined that this complaint is a civil matter.
July 12, 2016	Unkown	Complaint regarding noise stemming from the operation of Sea-Doo's.
July 19, 2016	7:07 p.m.	By-law enforcement advised resident to call OPP regarding the noise complaint.
July 28, 2016	6:30 a.m.	Complaint regarding loud music.
July 29, 2016	6:22 p.m.	Complaint regarding loud music.
July 29, 2016	8:00 p.m.	Complaint regarding loud music.
August 6, 2016	10:32 p.m.	Complaint regarding loud music.
August 6, 2016	11:21 p.m.	Complaint regarding loud music.
August 18, 2016	10:45 a.m.	By-law enforcement advised resident to call OPP regarding this matter.
August 22, 2016	8:00 p.m.	Complaint regarding general noise concerns.
August 23, 2016	5:40 p.m.	Complaint regarding general noise concerns.
August 23, 2016	8:50 p.m.	By-law enforcement advised resident to call OPP regarding noise complaint.
September 10, 2016	8:10 p.m.	Complaint regarding special event without a permit.
October 3, 2016	6:08 p.m.	Complaint regarding loud music.
October 26, 2016	9:26 a.m.	Complaint regarding loud music.
October 28, 2016	Unknown	Complaint regarding loud music.
November 5, 2016	9:19 a.m.	Complaint regarding loud music.
November 5, 2016	11:44 a.m.	Complaint regarding loud music.
November 6, 2016	10:05a.m.	Complaint regarding loud music.
November 6, 2016	12:00 p.m.	Complaint regarding loud music.
November 12, 2016	1:47 p.m.	Complaint regarding noise stemming from a tractor.
December 29, 2016	10:34 a.m.	Complaint regarding noise stemming from the operation snowmobile.

Date	Time	Complaint Summary
January 13, 2017	10:44 a.m.	Complaint regarding alarm going off for more than twelve hours.
March 6, 2017	3:55 p.m.	Complaint regarding loud music.
May 1, 2017	8:46 a.m.	Complaint regarding general noise concerns.
July 6, 2017	9:15 p.m.	Complaint regarding noise stemming from a tractor.
July 29, 2017	12:05 a.m.	Complaint regarding loud music.
August 12, 2017	8:45 p.m.	Complaint regarding loud music.
September 1, 2017	4:32 p.m.	Complaint regarding a band playing at a party.
September 13, 2017	9:11 p.m.	Complaint regarding general noise concerns.
September 27, 2017	7:57 a.m.	By-law enforcement advised resident to call OPP regarding the complaint related to gunfire.
December 5, 2017	8:25 a.m.	Complaint regarding construction occuring at night.
May 6, 2018	9:49 a.m.	Complaint regarding construction noise.
July 3, 2018	9:38 a.m.	Complaint regarding loud music.
July 30, 2018	2:27 p.m.	Complaint regarding blasting.
August 12, 2018	11:02 a.m.	Complaint regarding the use of a saw.
May 7, 2019	3:00 p.m.	Complaint regarding general noise concerns.
May 18, 2019	10:44 a.m.	Complaint regarding loud music.
May 26, 2019	3:06 p.m.	Complaint regarding live music.
June 8, 2019	4:21 p.m.	Complaint regarding live music.
June 9, 2019	4:21 p.m.	Complaint regarding live music.
July 5, 2019	6:50 a.m.	Complaint regarding construction occuring at 6:00 a.m.
July 13, 2019	10:26 p.m.	Complaint regarding fireworks.
July 27, 2019	3:00 p.m.	Complaint regarding noise stemming from the operation of Sea-Doo's.
September 28, 2019	7:10 p.m.	Complaint regarding gunfire.
October 13, 2019	8:10 a.m.	Complaint regarding operation of heavy equipment at 7:30 a.m.
November 4, 2019	3:55 p.m.	Complaint regarding loud music at a holloween party.
April 25, 2020	2:19 p.m.	Complaint regarding loud music.
May 24, 2020	8:45 p.m.	Complaint regarding excessive use of dirt-bikes.
June 16, 2020	7:36 a.m.	Complaint regarding dirt-bike ussage.
June 28, 2020	5:15 p.m.	Complaint regarding fireworks.
August 10, 2020	8:45 a.m.	Complaint regarding noise stemming from rental cottage.
August 15, 2020	7:15 p.m.	Complaint regarding live music.
September 10, 2020	4:45 p.m.	Complaint regarding general noise concerns.
March 5, 2021	10:36 a.m.	Complaint regarding noise in the neighbourhood.
March 11, 2021	10:46 a.m.	Complaint regarding heavy equipment operation at night.
April 1, 2021	Unknown	Complaint regarding noise stemming from idling trucks.
April 8, 2021	7:18 p.m.	Complaint regarding loud music.
May 12, 2021	5:13 p.m.	Complaint regarding general noise concerns.

Date	Time	Complaint Summary
May 14, 2021	7:18 p.m.	Complaint regarding loud music.
May 15, 2021	10:41 a.m.	Complaint regarding loud music.
May 17, 2021	11:06 a.m.	Complaint regarding construction occuring on a Sunday.
May 17, 2021	5:20 p.m.	Complaint regarding general noise concerns.
May 28, 2021	5:00 p.m.	Complaint regarding loud music.
May 29, 2021	7:06 p.m.	Complaint regarding loud music.
June 4, 2021	6:00 p.m.	Complaint regarding loud music.
June 6, 2021	8:21 p.m.	Complaint regarding loud music.
June 6, 2021	8:235 p.m.	Complaint regarding loud music.
June 8, 2021	7:13 p.m.	Complaint regarding loud music.
June 9, 2021	10:46 a.m.	Complaint regarding noise stemming from reving boat engine.
June 23, 2021	4:42 p.m.	Complaint regarding loud music.
July 10, 2021	6:43 p.m.	Complaint regarding general noise concerns.
July 12, 2021	10:35 p.m.	Complaint regarding noise stemming from yelling.
July 31, 2021	10:58 p.m.	Complaint regarding general noise concerns.
September 21, 2021	2:02 p.m.	Complaint regarding loud music.
September 25, 2021	12:15 p.m.	Complaint regarding loud music.
October 1, 2021	5:47 p.m.	Complaint regarding loud party.
October 21, 2021	11:56 a.m.	Complaint regarding general noise concerns.
December 4, 2021	2:23 p.m.	Complaint regarding loud music.
December 4, 2021	4:04 p.m.	Complaint regarding loud music.
May 2, 2022	1:45 p.m.	Complaint regarding noise stemming from motorcycles.
May 11, 2022	10:02 a.m.	Complaint regarding general noise concerns.
May 15, 2022	10:15 a.m.	Complaint regarding noise stemming from use of tools on Sunday and loud music.
May 15, 2022	8:21 p.m.	Complaint regarding noise stemming from visitors in trailors located on property.
May 16, 2022	2:35 p.m.	Complaint regarding use of heavy machinery on a Sunday.

Township of South Frontenac
Staff Report

To:	Council
Prepared by:	Office of the Clerk
Date of Meeting:	June 21, 2022
Subject:	**Notice of Motion – Wireless Telecommunication System – Emergency Backup**

Summary

Councillor Sutherland filed a notice of motion requesting that staff provide a report to Council with information regarding the emergency backup system in place for the wireless telecommunication system and the related impact to residents. Additionally, the notice of motion seeks to notify government, the Association of Municipalities of Ontario as well as telecommunications regulators of this matter.

Recommendation

Whereas many South Frontenac residents are losing wireless service whenever they lose power; and

Whereas many of the transmission towers that provide this service were not damaged yet wireless service is lost; and

Whereas power is often lost in times of emergency, like severe storms with high winds and rains; and

Whereas wireless communication has become the main way our communities connect; and

Whereas the lost of connection at times of emergency is a serious public health risk;

Therefore Be It Resolved That South Frontenac inform federal and provincial governments, the Association of Municipalities of Ontario and telecommunications regulators of this problem, and

That staff report back to Council with what kind of backup power the wireless telecommunication system has, and, if possible, some estimation of how many residents in the Township are affected by this lack of emergency preparedness.

Background

At the June 7, 2022, Council meeting, Councillor Sutherland served a notice of motion requesting that staff provide a report to Council with information regarding the emergency backup system in place for the wireless telecommunication system and the related impact to residents. Additionally, the notice of motion seeks to notify government, the Association of Municipalities of Ontario as well as telecommunications regulators of this matter.

Discussion/Analysis

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

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

Financial Implications

None.

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*

Attachments

None.

Approvals

Submitted By:

Angela Maddocks
Clerk

Approved By:

Louise Fragnito, CPA, CGA
Chief Administrative Officer

Township of South Frontenac
Staff Report

To:	Council
Prepared by:	Public Services Department
Date of Meeting:	June 21, 2022
Subject:	**Award of Tender # PS-2022-09A – Battersea Road Reconstruction**

Summary

This report provides a recommendation for the award of contract for the reconstruction of Battersea Road from Burnt Hills Road to Bradden Lane and includes a request for a budget increase of $784,674.87 to be funded from various sources.

Recommendation

That Council accept the bid from Len Corcoran Excavating Ld. in the amount of $3,097,113.00 plus HST for contract # PS-2022-09A – Battersea Road Reconstruction;

And Furthermore That Council authorize a project budget increase in the amount of $784,674.87 be funded from:

i) the cancellation of the construction phase of the Opinicon Culvert Replacement Project # 22-19 in the 2022 Budget ($400,000), and

ii) transfer of funds totalling $384,674.87 from Deferred Linear Capital Works Project # 22-31 included in the 2022 Budget.

Background

On January 26th, 2021, Township Council approved the 2021 Budget which included the reconstruction of a 5.2km section of Battersea Road from Burnt Hills Road to Bradden Lane. The original reconstruction project described at that time included an estimated cost of $1.6 million dollars. The referenced section of Battersea Road had an OCI rating of 7.68/100 and had long passed its useful service life which was forecasted in 2013. These factors in combination made Battersea Road one of the top priorities for investment in the arterial network in the Asset Management Plan.

In May of 2021, the Greer Galloway Group was retained to initiate the detailed design for the project and to reconfirm the project scope and cost. On May 18th, 2021, a report was brought forward to Council providing an update on the Battersea Road project and a

revised project cost of $2.8 million was presented at that time based on the recommendations from the Greer Galloway Group. Further recommendations also suggested that the project be advanced in 2022 given the very preliminary stages of the engineering design. At the conclusion of the report, Township Council approved the revised budget of $2.8 million. A copy of the staff report is included as Attachment A for reference.

The detailed design work on the Battersea Road project continued through the fall and winter of 2021/2022. Other aspects of the project including utility relocations, property acquisitions and permits were also advanced early in 2022.

On April 7th, 2022, the Township released the Battersea Road Project (PS-2022-09) for tender on Biddingo and advertised locally on the Township's website. On April 27th, 2022, the tender closed with no bids received despite numerous bid takers. Shortly after the closing, the design team reached out to general contractors in the area to inquire about local market pressures. Key findings at the time were as follows:

- Some firms were under resourced or over-committed for the summer construction season;
- Tender closures at the City for competing major projects around the same time were creating resource pressures for some firms;
- Some firms who owned/operate quarries indicated that they did not have the large volumes of granular materials readily available in stock at this time. Many crushed and stockpiled materials were pre-committed otherwise; and
- Several bid takers indicated that they were not able to commit to completion date of September 30th, 2022, despite the offering of a twenty (20) week construction window.

After discussions with the CAO, staff moved to re-issue the project tender (PS-2022-09A) on May 12th with a revised completion date of July 31st, 2023. Under the new tender structure bidders would be granted a much larger construction window and would be permitted to carry out certain aspects of winter construction work at their choosing. All works were however to be staged in a manner that preserved a hard surface for winter operations. All other aspects of the second tender document were otherwise consistent with the original tender release.

On June 1st, 2022, the tender period closed with a total of four (4) tender submissions received. The final results of the tender are listed below:

Supplier	Total *(Inc. Net HST Rebate)*
Coco Paving Inc.	$3,284,757.85
Crains Construction Ltd.	$3,453,860.38
K. Mulrooney Trucking Ltd.	$3,376,880.52
Len Corcoran Excavating Ltd.	**$3,151,622.19**

All of the tenders were subsequently found to be complete and in compliance with the requirements of the procurement bylaw.

Discussion/Analysis

Staff completed a detailed review of the Len Corcoran Excavating Ltd. bid submission and found their tender bid to be balanced. Bid costs were higher than anticipated at the time of the June 1st closing, however the impacts of inflation and global oil markets had a significant influence on the bid outcomes. Earlier in March of this year, the Township saw a sharp increase in the costs for the surface treatment program. Prices under that contract were approximately 24% above the 2021 rates.

Average diesel prices at the time of the original budget forecast for the Battersea Road project were $1.23/L for the Kingston Region and these prices have since reached $2.27/L at the time of closing on June 1, 2022. Overall this represents a 84.5% increase in the cost for fuel on construction projects. A copy of the Monthly Average Retail Prices for Diesel has been included in Attachment B as published by Natural Resources Canada.

Barring significant changes in the global oil markets, construction costs are expected to remain high for the balance of 2022. Staff are therefore of the view that the bids received on Battersea Road are reflective of current market conditions and that the project should proceed subject to Council's review and approval of new funding sources.

Len Corcoran Excavating has successfully completed similar projects in the area and otherwise has the experience and equipment resources to successfully carry out the project. It is therefore recommended that the low bid from Len Corcoran Excavating Ltd. be accepted and that the Township proceeds with the award of contract.

Financial Implications

The 2021 Budget allowance for the overall project is $2,800,000. A detailed breakdown of the revised project budget is provided below:

ACTIVITY	COST ($)
Len Corcoran Excavating Ltd. (low bid Net HST)	$3,151,622.19
Engineering Design / Permits	$43,052.68
Property Acquisition / Legal Surveys / Transfers	$40,000.00
Contract Administration, QA/QC and As-builts (3%)	$100,000.00
Contingency (8%)	$250,000.00
Revised Project Cost *(Inc. Non-Refundable HST)*	**$3,584,674.87**
	,
Approved Budget Sources (2021) • Provincial Funding OCIF ($569,580) • Federal Gas Tax ($868,492) • Development Charges ($600,000) • Taxation ($330,420) • Asset Investment Reserve ($431,508)	**$2,800,000.00**
Estimated Shortfall	**$784,674.87**
Note all costs include Non Recoverable HST	

Staff have looked at the 2022 Capital Budget to explore off-setting savings and are currently recommending that the construction phase of the Opinicon Culvert Replacement Project # 22-19 ($400,000) be cancelled as a 2022 project. Based on the current market realities, staff believe a summer tender for this project is not likely to present viable outcomes. This project is actively being designed by H. P. Engineering and it is staff's current recommendation that this project would be best suited for tender in early 2023 subject to the next budget approval. The remaining $384,674.87 required to fund this project could then be accessed from the Deferred Linear Capital Works Project # 22-31 budget of $552,500. This deferred linear capital was included in the 2022 budget (unallocated) based on the overall forecasted linear capital works budget in the long range financial plan for 2022. A copy of the corresponding budget sheets have been included as Attachment C for reference.

Accessing the above recommended funding sources would otherwise allow the project to advance with federal and provincial grants totalling $1,438,072 (40%) without having further impact on the asset investment reserves.

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):

Climate Considerations

☐ Not applicable to this report.

☒ This initiative supports climate change mitigation/adaption efforts in South Frontenac; and/or impacts the Township's resilience to climate change.

When you examine the full lifecycle of any hard surfaced roadways the reconstructive stage will require the greatest energy demand and will generate the greatest construction cost. The overall effort to strip or pulverize a hard surfaced roadway, import new raw aggregate materials and place new emulsified asphalt products requires significant labour, equipment and material resources. This activity also contributes to greenhouse gas emissions through heavy equipment use, aggregate extraction/production, oil demand/refinement and asphalt production. As part of any climate adaptation strategy the Township must access and utilize available tools to extend the service life of its' roadway assets and therefore collectively reduce the impact of emissions generated by traditional reconstructions.

The Battersea Road Reconstruction project is currently beyond the stage of rehabilitation at this time and a reconstruction effort is therefore unavoidable at this point. Design approaches used on the project will continue to follow best practices by limiting the volume of spoil materials hauled off site. The project will also utilize geotextiles in select areas of the road design to manage sub-grade conditions and otherwise reduce the demand for excessive volumes of new aggregate materials.

Notice/Consultation

- Director of Corporate Services & Treasurer
- Manager of Operations and Fleet
- Construction and Technical Services Technologist
- Greer Galloway Group

Attachments

1. Attachment A – Staff Report - Battersea Road Reconstruction Budget Release dated May 18, 2021
2. Attachment B – Monthly Average Retail Prices for Diesel as published by Natural Resources Canada for 2021 and 2022
3. Attachment C – Opinicon Road Culvert (Project Number 22-19) 2022 Capital Detail Sheet & Deferred Linear Capital Works (Project Number 22-31) 2022 Capital Detail

Approvals

Submitted By:

W. Troy Dunlop, C.E.T.

Manager of Technical Services and Infrastructure

Approved By:

Louise Fragnito, CPA, CGA
Chief Administrative Officer

REPORT TO COUNCIL

PUBLIC SERVICES DEPARTMENT

AGENDA DATE: May 18, 2021

SUBJECT: Battersea Road Reconstruction – Budget Increase

RECOMMENDATION:

That Council approve an increase to the budget for capital project 21-R01 Battersea Road reconstruction from $1.6 million to $2.8 million to be funded by additional 2021 federal gas tax revenues ($568,491.87), development charges ($200,000), and the balance from the Asset Investment Reserve ($431,508).

BACKGROUND:

The reconstruction of Battersea Road from Burnt Hills Road to Bradden Lane (5.2 km) was approved in January as part of the 2021 capital budget. This stretch of road exceeded its life expectancy in 2013 with an Overall Condition Index (OCI) of 7.68/100 and requires a full reconstruction in accordance with our Asset Management Plan.

While the Township hasn't formalized road reconstruction standards, the capital detail sheet for the Battersea Road project (Attachment #1) provides details on the intended specifications.

Since Battersea Road is an arterial road with an AADT of 529, and since growth is anticipated in the area along with increasing cycling tourism, the reconstruction was intended to be similar to the recently reconstructed Westport Road, with a widened platform and hard-surfaced shoulders.

The Township planned to tender the project this spring and Greer Galloway Group was hired to provide engineering design and contract administration for the project.

ANALYSIS:

Existing Conditions

This stretch of Battersea Road is characterized by a narrow platform and gravel shoulders (combined lanes and shoulders of 7.0 m or less). It consists of several sharp corners with reduced visibility due to granite outcroppings, limited ditching, several locations where the roadway is constructed on the underlying bedrock with limited base material, and a section through a historically swampy area which requires structural improvements.

Design and Current Budget

Based on estimates by Greer Galloway, the approved budget of $1.6 million can only accommodate reconstruction of Battersea Road to its current specifications, with limited widening, rock removal, or visibility improvements, and no paved shoulders.

The largest factor in the higher costs is the rock removal required in several sections of the road to obtain the required platform width of between 8-10m in order to accommodate ditching and a paved shoulder. For example, providing one (1) additional metre of width in areas where rock removal is required is estimated at $300,000 and would still not obtain the desired widths. Blasting in some areas is also anticipated due to the nature of the granite.

The wider platform also requires a survey of the road to determine if any property acquisitions are necessary to accommodate the widths, ditching and the potential for any utility pole relocations.

Based on these observations and a review of the specifications used in the Westport Road reconstruction – which has similar AADTs, Greer Galloway has estimated a budget for reconstruction of $2.8 million (including a 15% contingency), which represents a $1.2 million increase from the current budget.

Schedule

If approved, the increased budget will result in additional design and survey work being before a construction tender could be issued. This would result in a mid-summer tender award and very tight timelines for the completion of work before late September, being the latest that surface treating could take place.

For this reason, Greer Galloway has recommended that the tender be issued with a completion deadline of June or July of 2022, to allow additional time and flexibility for bidders to complete the work, but still in time for early summer surface treating. Greer Galloway expects the longer timeframe will result in increased contractor interest and improved pricing.

Alternatives

Should Council not wish to allocate the additional funds for this project, the following alternatives could be considered:

1. Build to the higher specification but reduce the length/scope of the project to keep it within the existing budget; since additional design work will still be required, a 2022 completion date is likely.

2. Rebuild this section of road to its current specification (existing widths/alignments, no paved shoulders) to keep it within the existing budget and reconstruct within the calendar year.

Recommendation

Staff is recommending that Council approve an increase to the budget from $1.6 million to $2.8 million based on the following:

- The Township's recent practice of upgrading arterial and higher-traffic, hard-topped roads to include paved shoulders
- The reduced maintenance costs associated with grading gravel shoulders
- Growing cycling and other traffic along Battersea Road
- Vehicular and cyclist safety improvements
- Improved drainage and base construction possible with greater rock removal
- Receipt of additional unbudgeted Gas Tax revenues to help offset costs

FINANCIAL/STAFFING IMPLICATIONS:

The additional $1.2 million being requested would be funded as follows:

- $568,491.87 in one-time funding from the Federal Gas Tax/Community Building Fund in response to pandemic pressures. This funding was not

anticipated, remains unallocated and is to be used for transportation and other infrastructure improvements.

- $200,000 from the Township's Development Charges (DC) Reserve. This project is growth related and partially funded from DCs already. An increased transfer from that reserve is appropriate given the increased budget.

- $431,508 (or the balance of capital costs) would be funded from the Township's Asset Investment Reserve. Adjustments to the reserve as a result of the additional expenses will be factored into the 2022 long range capital and financial plans.

ALIGNMENT WITH THE STRATEGIC PLAN:

Reconstruction of Battersea Road to the higher design standard to promote vehicular and cyclist safety and accessibility, and reduce maintenance costs aligns with the following Strategic Priorities:

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

4. *Be a catalyst for the creation of vibrant, complete communities*

The recommendations of this report also align with the following elements of the Township's Mission:

- *Setting exemplary service and infrastructure standards that the community can be proud of;*

- *Planning for the future, being proactive and having the capacity to adapt to change;*

ATTACHMENTS:

1. 21-R01 Battersea Road Reconstruction Capital Detail Sheet

Prepared by:

Brian Kirk, Manager of Operations and Fleet

Kevin Hawley, P.Eng, Greer Galloway Group

Louise Fragnito, Director of Corporate Services/Treasurer
Neil Carbone, Chief Administrative Officer

Approved by:

Neil Carbone, Chief Administrative Officer

SOUTH FRONTENAC Capital Project Detail Sheet

Project Information

Project Name: **Battersea Road**

Project Number: **21-R01**

Department: **Public Services**

Type of Project: **Linear Infrastructure (Roads & Bridges)**

Basis for Activty: **Asset Renewal**

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

Description:
Burnt Hills Road to Bradden Lane (5.2km) - tendered
Total reconstruction - Arterial road 10m wide DST
Rock breaking; pulverizing; culverts; ditching/drainage; fog sealed shoulders; tie-ins; granular

Rationale:
Exceeded life expectancy (2013) - road has gone to failure
Rebuild required as per asset management plan
Arterial Road; growth anticipated (Tourism potential - cycling)
OCI 7.68/100 529 AADT Preserve only following rebuild

Staff Contact: Mark Segsworth, DIRECTOR PUBLIC SERVICES

Project Finances

Operating Impacts:

Budget Year(s)	Exp/(Rev)	FTE

Explanation:

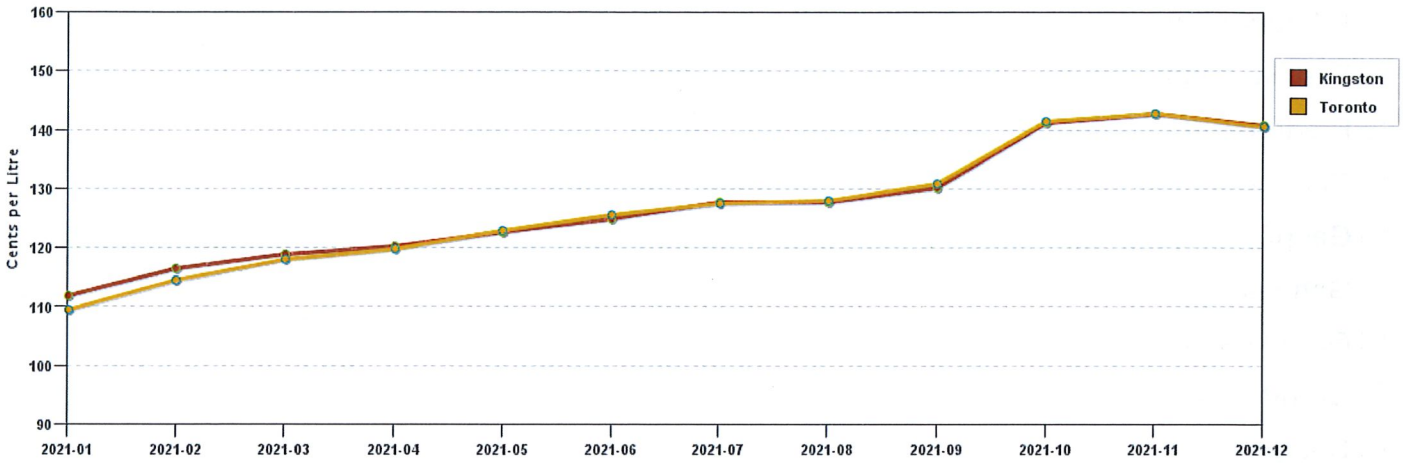
Current (2021) Year Cost:	$1,600,000
Prior Expensed to Date:	$0
Total Project Cost:	**$1,600,000**

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	-	-	-	-	-
Design/Contract Admin	-	100,000	-	-	-	-
Construction	-	1,500,000	-	-	-	-
Other	-	-	-	-	-	-
	-	-	-	-	-	-
Funding Source(s)						
Government Funding - OCIF	-	569,580	-	-	-	-
Taxation	-	330,420	-	-	-	-
Federal Gas Tax (FGT)	-	300,000	-	-	-	-
Development Charge	-	400,000				

Monthly Average Retail Prices for Diesel in 2021

View RSS feed (webfeed_e.cfm?priceYear=2021&productID=5&locationID=72,17)

View chart in table



Note: Position mouse over a graph line to view a price
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See below for the table of prices.

View prices for another product:

Regular Gasoline (prices_bycity_e.cfm?priceYear=2021&productID=1&locationID=72,17#priceGraph) | Mid-Grade Gasoline (prices_bycity_e.cfm?priceYear=2021&productID=2&locationID=72,17#priceGraph) | Premium Gasoline (prices_bycity_e.cfm?priceYear=2021&productID=3&locationID=72,17#priceGraph) | Diesel (prices_bycity_e.cfm?priceYear=2021&productID=5&locationID=72,17#priceGraph) | Auto Propane (prices_bycity_e.cfm?priceYear=2021&productID=6&locationID=72,17#priceGraph) | Furnace Oil (prices_bycity_e.cfm?priceYear=2021&productID=7&locationID=72,17#priceGraph)

Locations

Select locations to show:

- ☐ **CANADA**
- ☐ **Abbotsford**
- ☐ **Barrie**
- ☐ **Bathurst**

Monthly Average

View prices for or for a specific year

2021

Generate

View / Save as XLS Format (prices_bycity_e.cfm?productID=5&locationID=72&locationID=17&frequency=M&priceYear=2021&Redisplay=&downloadXLS)

NOTE: Prices include taxes NOTE: Monthly prices for gasoline, diesel and furnace oil are calculated by averaging price data available by fuel for each weekday of the calendar month. However, monthly prices for propane and natural gas are calculated by averaging weekly price data (Tuesday only) available by fuel for each calendar month. As a result, for propane and natural gas, this calculation is an imperfect representation of monthly prices and should be used with caution.

Monthly Average Retail Prices for Diesel in 2021

(Cents per litre)

NOTE: Prices include taxes

	Kingston				Toronto			
Month of	**Price**	**Taxes**	**Marketing Margin**	**Refining Margin**	**Price**	**Taxes**	**Marketing Margin**	**Refining Margin**
2021-01	111.9	39.2	5.8	27.4	109.6	39.0	5.9	25.4
2021-02	116.6	39.8	5.6	24.8	114.7	39.5	4.9	23.8
2021-03	119.0	40.0	7.2	22.3	118.2	39.9	6.5	22.3
2021-04	120.4	42.9	8.4	21.3	120.0	42.8	7.7	21.6
2021-05	122.8	43.2	7.4	23.9	123.0	43.2	7.3	24.2
2021-06	125.1	43.4	6.5	22.0	125.6	43.5	6.7	22.3

(Cents per litre)								
NOTE: Prices include taxes								
	Kingston				**Toronto**			
Month of	**Price**	**Taxes**	**Marketing Margin**	**Refining Margin**	**Price**	**Taxes**	**Marketing Margin**	**Refining Margin**
2021-07	127.8	43.7	7.6	21.1	127.6	43.7	7.2	21.3
2021-08	127.8	43.7	8.8	22.5	128.0	43.8	8.7	22.8
2021-09	130.3	44.0	6.4	24.2	130.9	44.1	6.7	24.5
2021-10	141.3	45.3	5.6	27.5	141.5	45.3	5.6	27.8
2021-11	142.9	45.5	7.3	28.1	142.9	45.5	7.0	28.4
2021-12	141.0	45.3	8.2	32.4	140.6	45.2	7.6	32.7

View / Save as XLS Format (prices_bycity_e.cfm?productID=5&locationID=72&locationID=17&frequency=M&priceYear=2021&Redisplay=&downloadXLS)

NOTE: Monthly prices for gasoline, diesel and furnace oil are calculated by averaging price data available by fuel for each weekday of the calendar month. However, monthly prices for propane and natural gas are calculated by averaging weekly price data (Tuesday only) available by fuel for each calendar month. As a result, for propane and natural gas, this calculation is an imperfect representation of monthly prices and should be used with caution.

Explanatory Notes for Margin Calculations

Note: These margins calculations are approximations and do not reflect actual information from refiners. Therefore, actual refining margins may be different than those presented above.

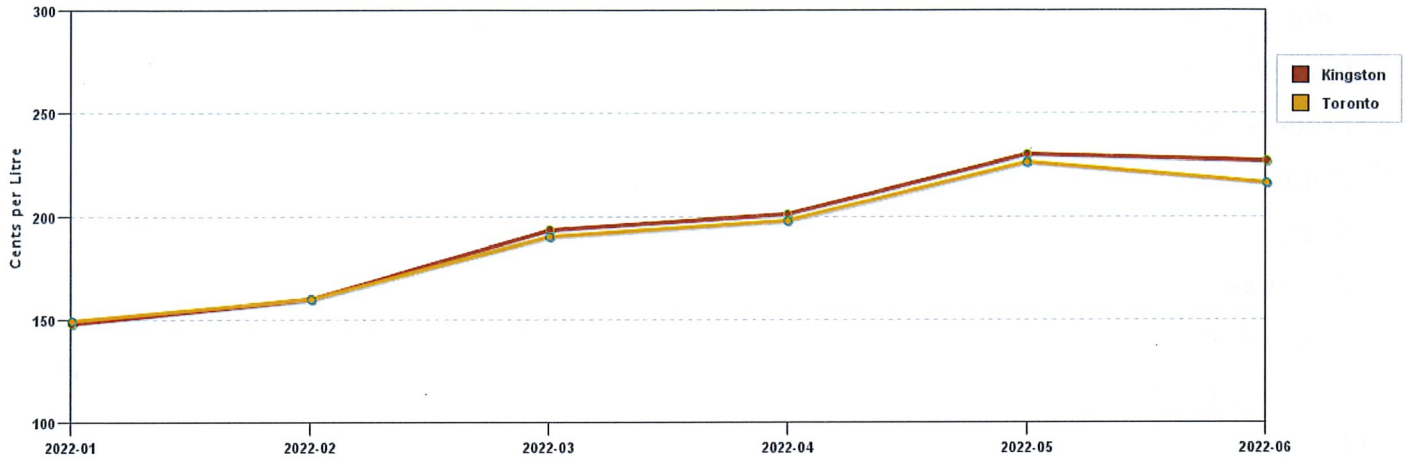
Marketing margin: refers to the difference between the retail price of the refined product (before taxes are applied) and the wholesale refined product price:

Marketing margin = Retail prices (before taxes) - Wholesale (rack) price

Monthly Average Retail Prices for Diesel in 2022

View RSS feed (webfeed_e.cfm?priceYear=2022&productID=5&locationID=72,17)

View chart in table



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- ☐ **Abbotsford**
- ☐ **Barrie**
- ☐ **Bathurst**

Monthly Average

View prices for or for a specific year

2022

Generate

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Monthly Average Retail Prices for Diesel in 2022

(Cents per litre)

NOTE: Prices include taxes

	Kingston				Toronto			
Month of	**Price**	**Taxes**	**Marketing Margin**	**Refining Margin**	**Price**	**Taxes**	**Marketing Margin**	**Refining Margin**
2022-01	148.5	46.1	4.2	35.1	149.3	46.2	4.6	35.4
2022-02	160.4	47.5	6.7	33.1	160.0	47.4	6.9	32.6
2022-03	194.0	51.3	8.7	47.8	190.3	50.9	7.0	46.2
2022-04	201.2	54.9	7.2	56.6	197.8	54.5	5.8	55.1
2022-05	230.4	58.2	11.9	70.8	226.5	57.8	12.1	67.1
2022-06	227.2	57.8	11.7	63.9	216.3	56.6	8.9	57.1

SOUTH FRONTENAC

Capital Project Detail Sheet

Project Information

Project Name: **Opinicon Road Culvert (C12)**

Replacement Project Number: **22-19**

Department: 3100 - Structures

Description: Replacement of 1.2m Culvert Structure on Opinicon Road. 1.6 km east of Perth Road at Raymond's Corners

Staff Contact: Troy Dunlop (tdunlop)

Type of Project: Culvert

Basis for Activity: Asset Renewal

Relationship to Strategic Plan: N/A

Rationale: Bottom of culvert is rotting out and failing. Replacement of structure must occur in 2022. BCI Score of 37.31 (2019)

Project Finances

		Actuals	Budget						
Description		**Expensed to Current Year**	**Total Project**	**Prior Approved**	**2022**	**2023**	**2024**	**2025**	**2026**
55290 - Contracted Services	Expenses / Expenditure	0	400,000	0	400,000	0	0	0	0
55330 - Consultant	Expenses / Expenditure	0	50,000	0	50,000	0	0	0	0
Total		***0***	***450,000***	***0***	***450,000***	***0***	***0***	***0***	***0***
40000 - Taxation	Revenues / Funding Source	0	171,568	0	171,568	0	0	0	0
41701 - Gas Tax - County	Revenues / Funding Source	0	247,303	0	247,303	0	0	0	0
49650 - Reserve	Revenues / Funding Source	0	31,129	0	31,129	0	0	0	0
Total		***0***	***450,000***	***0***	***450,000***	***0***	***0***	***0***	***0***

Capital Project Detail Sheet

Project Information

Project Name: **Deferred Linear Capital Works**

Project Number: **22-31**

Department: 3300 - Hardtop

Description: This amount aligns the 2022 budget request with the linear planned amount within the long range financial plan.

Staff Contact: Troy Dunlop (tdunlop)

Type of Project: Other

Basis for Activity: Other

Relationship to Strategic Plan: Priority #3 - Ensure the organizational capacity to deliver cost-effective services

Rationale: The focus for the 2022 budget is to finalize any carryover projects and the completion of projects itemized in the 2022 Budget. These funds are not planned to be used in 2022. The deferral of planned 2022 funds included within the long range financial plan will support initiatives within the 2023 Budget.

Project Finances

		Actuals	Budget						
Description		Expensed to Current Year	Total Project	Prior Approved	2022	2023	2024	2025	2026
55290 - Contracted Services	Expenses / Expenditure	0	552,500	0	552,500	0	0	0	0
Total		***0***	***552,500***	***0***	***552,500***	***0***	***0***	***0***	***0***
49650 - Reserve	Revenues / Funding Source	0	552,500	0	552,500	0	0	0	0
Total		***0***	***552,500***	***0***	***552,500***	***0***	***0***	***0***	***0***

Township of South Frontenac

Staff Report

To:	Council
Prepared by:	Corporate Services Department
Date of Meeting:	June 21, 2022
Subject:	**2022 Community Grants**

Summary

The report provides a summary of Community Grants submissions received and the staff recommended allocation for Council approval.

Recommendation

That Council approve the nine (9) Community Grant applications included in this Staff Report totalling $23,238.04; and,

That any remaining funds be allocated to a second intake under the Community Grant Program with a deadline for applications August 12, 2022.

Background

2022 is the ninth year that the Township has accepted applications to its Community Project Grant program. Website and newspaper ads were placed soliciting applications.

The 2022 budget included an amount of $35,000 in new funding. There was also carryover from 2021 from unallocated funding in the amount of $24,873.33. The total available to allocate is $59,873.33.

Discussion/Analysis

Applications were accepted for the Community Project Grant program until April 30th, 2022. Ten (10) applications were received in response to the Township's advertisements. The CAO, Treasurer and Financial Analyst reviewed and evaluated the applications against the Community Project Grant Policy.

Nine (9) of the Ten (10) applications, meet the requirements of the grant program and are recommended for funding under various streams, as noted in the table below. One application is pending, based on a need for further review.

Applicant	Grant Stream	Purpose	Total Project Request	Eligible Amount	Staff Recommended
Lions International Club of Verona	Operating (New Program)	Pickleball Courts & Equipment	$2,500.00	$2,500.00	$2,500.00
Inverary Youth Activities Inc.	Capital (50% of total to max of $5,000)	Ken Garrett Memorial Park – LED Lighting for Ball Diamonds	$34,177.00	$5,000.00	$5,000.00
Lakes and Trails Festival	Operating (Expanded Program)	Deployment of 15 signs at the Lakes and Trails Festival	$2,067.90	$2,067.90	$2,067.90
Loughborough Firefighters Association	Sponsorship	Sydenham Santa Claus Parade	$2,000.00	$2,000.00	$2,000.00
South Frontenac Museum Society	Sponsorship	Culture Days – connecting with our Past	$2,500.00	$2,500.00	$2,500.00
Sydenham Lake Canoe Club	Operating (Expanded Program)	C15 (15-person canoe) paddles for Canoekids program	$1,670.14	$1,670.14	$1,670.14
Harrowsmith and District Social and Athletic Club	Operating (Expanded Programs)	New line dancing and CPR courses	$2,500.00	$2,500.00	$2,500.00
South Frontenac Stocksport Club	Operating (Expanded Program)	Acquire 8 new stocks for an introduction to youth Stock program.	$2,500.00	$2,500.00	$2,500.00
Battersea Pumpkin Festival	Operating (Expanded Program)	Additional programming and supplies.	$2,500.00	$2,500.00	$2,500.00
* Loughborough Public School	Capital (50% of total to max of $5,000)	Green House Dome and Teaching Kitchen Redesign	$35,000.00	Pending	Pending
Total			**$87,415.04**	**$23,238.04**	**$23,238.04**
Remaining Funds					**$36,635.29**

* The public school project is a construction project that commenced in January 2019 and is currently under construction. The recommendation for this project is pending as more information on the project is being requested.

Financial Implications

The recommendations of this report will result in the distribution of community grant funding to nine (9) eligible applicants totalling $23,238.04.

An estimated balance of balance of $36,635.29 is not being allocated in this round. It is recommended that there be a second intake for Community Grant Projects with a deadline for application of August 12, 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: Choose an item.

Climate Considerations

☒ Not applicable to this report.

Notice/Consultation

- Kyle Griese, Financial Analyst
- Tim Laprade, Recreation and Arena Manager

Attachments

Community Grants Policy

Approvals

Submitted By:

Shelley Stedall
Director of Corporate Services & Treasurer

Approved By:

Louise Fragnito, CPA, CGA
Chief Administrative Officer

Township of South Frontenac
4432 George St, Box 100
Sydenham ON, K0H 2T0
613-376-3027 Ext 4354
communications@southfrontenac.net

Community Grants Policy

1. **Purpose:**

This policy is to establish a grant process that supports and encourages community organizations and events that enrich the quality of life within the Township.

2 . **Policy:**

The Township on a yearly basis will solicit applications from community organizations for projects or events supporting community initiatives. The total amount available within a calendar year will be based on what has been set within the year's operating budget. Individual allocations to organizations will be based on a pre-determined structure. Being approved in one year does not guarantee funding in the following year.

Definitions & Guidelines:

Community organizations: Not for profit including unincorporated groups or registered charitable organizations who:

- operate a business, provide a service or event within the geographic boundaries of the Township of South Frontenac
- have the ability to show the stability or sustainability of the organization/group
- in the previous calendar year, received less than 75% of its operating budget from government grants.
- Submitted financial statements from the previous calendar year with your Letter of Intent along with a list of current officers.

Criteria for All Grant Recipients:

1. Submissions must have a well-defined purpose and take place / be completed within the calendar year of receiving the grant.
2. Submissions must meet the requirements of the application process.
3. The Grant request may be for:
   - a new, improved or expanded community service (including necessary supplies),
   - a community event.
   - an acquisition, improvement or expansion of a facility or its related equipment
   - the acquisition and installation of community assets
4. Final reports from any previous year's funding must have been received in order to be considered for the current year.
5. Unspent funds must be returned to the Township following completion of the project.

Township of South Frontenac
4432 George St, Box 100
Sydenham ON, K0H 2T0
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6. Applicants cannot be in receipt of other program specific Township funding

Grant Streams:

1. **Operating**
   - Grant up to $2,500
   - Grants will not be given:
     - to cover deficit or retire debt
     - to respond to annual fund raising drives to sustain support
     - to support recurring operating expenses of established organizations or programs

2. **Sponsorship**
   - Grant up to $2,500
   - Sponsorship funds provided must be for a specific purpose of the event (i.e. music, food, sleigh rides, etc.)
   - Township sponsorship must be clearly acknowledged and promoted at the event and in all materials
   - The event must be open to the community and must be free to attend, or as an alternative the proceeds are provided to a local charity

3. **Capital**
   - Grant up to $5,000
   - The applying organization must match the grant dollar for dollar
   - Can be used for the acquisition, improvement or expansion of equipment or facility owned by the applicant
   - Written quotes for the work must be submitted with the application
   - 50% of the approved grant will be released upon approval and the remaining 50% of the grant will be paid out upon submission of paid receipts.

4. **Community Asset**
   - Grant up to $2,500
   - Applicant must be providing further funding or in kind services associated with the project
   - Examples include benches, signs, planter boxes
   - These assets ultimately become property of the Township

Preference will be given to new projects/new groups however previously approved projects/groups may also reapply and be approved for further funding if there is evidence that the program or event is developing successfully.

Township of South Frontenac
4432 George St, Box 100
Sydenham ON, K0H 2T0
613-376-3027 Ext 4354
communications@southfrontenac.net

Schedule 1: Application Process

How to Apply:

1. the Township will advertise on their website and in the local paper to announce the application process. Applications will be received until **Saturday, April 30, 2022.**

2. Download and complete the Letter of Intent form from our website.

3. Deliver or email your Letter of Intent, along with necessary financial statements, in person or by mail to:
   Township of South Frontenac
   P.O. Box 100
   4432 George Street
   Sydenham, ON
   K0H 2T0
   Re: Community Grants

4. All Letter of Intents will be reviewed by staff and presented for Council approval. Grant decisions are anticipated to be announced by mid-August.

Evaluation:

Once all applications have been received, staff will review them and rate them on their impact to the community and the ability to support or improve the quality of life for residents. A pre-determined scoring system will be used by the Township prior to beginning the review process.

Should multiple applicants meet the application requirements and goals of the funding, a fixed amount will be granted to each organization with any remaining funding allocated based on the percentage applied for and the total funding available.

Submissions beyond the scope of this grant process may be presented for separate consideration to council in advance of the next operating budget review.

If you are selected for a grant, you will be asked to sign a grant agreement. Upon completion of your project or event, you are required to complete a Final report. The final report is intended to help you evaluate the initiative and help us evaluate the effectiveness of our grants in supporting and improving the quality of life in our community.

Contact: For further assistance, please contact communications@southfrontenac.net

Township of South Frontenac
Staff Report

To:	Council
Prepared by:	Office of the Chief Administrative Officer
Date of Meeting:	June 21, 2022
Subject:	**Desert Lake Cemetery**

Summary

A request has been received from the Desert lake Cemetery Board for the Township to assume ownership of the cemetery.

Recommendation

That Council approve the transfer of ownership of the Desert Lake Cemetery and associated lands to the Township; and,

That the costs required for the transfer of the land be paid from the Township.

Background

The Desert Lake Cemetery Board has approached the Township requesting that we assume responsibility for the cemetery, which would include the cemetery license as well as the cemetery land. Attached is a copy of the letter received from the board as well as a map of the cemetery.

The Funeral, Burial and Cremation Services Act (FBCSA) regulates cemeteries in the Province of Ontario, and is administered by the Bereavement Authority of Ontario.

Discussion/Analysis

A court abandonment process would typically take place when a cemetery becomes abandoned for any reason (e.g. If the owner is unknown, the owner is unable to maintain the cemetery or if there is no licensed operator for the cemetery). Under the Act, if a cemetery is abandoned, the local municipality must become the owner and must take over all the assets, rights and obligations.

However, the Ministry has advised that the Township could accept the transfer request from the Desert Lake Cemetery Board thereby avoiding the need to go through a court abandonment process.

As a first step, the Township would transfer the separate licensing of the cemetery to its existing license number in order to take over the operations and records maintenance.

The second step will be the transfer of the land where the cemetery is located. Staff's preliminary assessment is that the Desert Lake Cemetery Board does own the land however the listed trustees on title have passed away several years ago. Staff have reached out to legal counsel on required next steps to transfer ownership. It is anticipated that the transfer the land would require minimal legal costs.

Since the Township would be required under the act to assume the cemetery if it were abandoned, staff is recommending that the Township accept the requested transfer and associated costs.

Financial Implications

The cost of the legal work required is estimated at less than $2,000.

The annual cost for additional maintenance is estimated at $2,500 annually which mostly consists of grass cutting and seasonal maintenance. Revenue sources would flow from internment fees and interest from the Township's perpetual care reserve and taxation.

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.

Climate Considerations

☒ Not applicable to this report.

☐ This initiative supports climate change mitigation/adaption efforts in South Frontenac; and/or impacts the Township's resilience to climate change.

Notice/Consultation

- *Stephanie Kuca, Deputy Treasurer*

Attachments

1. Request from Desert Lake Cemetery Board

2. Map of Desert Lake Cemetery

Approvals

Approved By:

Louise Fragnito, CPA, CGA
Chief Administrative Officer

Loretta Younge
12 Sperling Lane RR # 2
Godfrey, ON K0H 1T0

March 10, 2022

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

Re: Desert Lake Cemetery

Dear: Council Members

Due to unforeseen circumstances, I am requesting that the Township of South Frontenac, assume the responsibility and care of Desert Lake Cemetery.

It is with regret that I am no longer able to continue with the responsibility due to the lack of a cemetery board, I have done the work for Desert Lake Cemetery the last number of years, on a voluntary bases.

I thank you in advance for your consideration in taking over the responsibilities of Desert Lake Cemetery.

Sincerely yours,

Loretta Young

Secretary / Treasurer Desert Lake Cemetery

Smelzer Ln
Desert Creek Ln
Desert Point Ln
Snug Harbour Ln
Mitchell Creek

Township of South Frontenac

Staff Report

To:	Council
Prepared by:	Development Services Department
Date of Meeting:	June 21, 2022
Subject:	**Zoning By-law Amendment Application PL-ZBA-2022-0048, Judith Secker, Block A, Plan 544, Cedar Ridges Lane**

Summary

This report recommends that Council pass a by-law to change the zone on the subject lands from Open Space – Public (OS) to Limited Service Residential – Waterfront (RLSW) to permit residential uses to occur.

Recommendation

THAT By-law 2022-55 to amend the zoning on the lands at Block A on Plan 544, Part of Lots 9, 10 and 11, Concession 1, District of Storrington, Township of South Frontenac be passed.

Background

Council held a virtual public meeting under the Planning Act on June 14, 2022, on the proposed amendment to Zoning By-law 2003-75. This application is being brought forward to Council for a decision.

Discussion/Analysis

Summary of Application

The propose is to change the zone on the subject lands from Open Space – Public (OS) to Limited Service Residential – Waterfront (RLSW) to fulfill conditions of provisional approval of consent applications S-41-21-S, S-42-21-S, S-43-21-S, S-46-21-S, S-47-21-S, S-49-21-S and S-53-21-S for lot additions to seven undersized limited service residential waterfront properties. The RLSW zone would permit residential uses to occur on the enlarged lots.

Property Description

The subject property consists of Block A on Plan 544. The property contains Cedar Ridges Lane, and portions of Sandpiper Lane, Lark Lane, Heron Lane, Lucas Lane and Mockingbird Lane. These lanes are used to access 49 limited service waterfront residential properties on the West Basin of Loughborough Lake. In addition to the lanes, the open space consists of forested areas and rock outcrops.

Related Applications

The subject lands are also subject to Deeming By-law Application PL-LC-2022-0049 under the Planning Act. Since the consents involve lots and a block in a plan of subdivision, deeming by-laws will need to be passed so that the lot additions can be legally merged with the benefitting lands.

Department and Agency Comments

Public Services, Building Services and Cataraqui Conservation did not provide comments on the application due to the location of the lot additions and the nature of the proposed rezoning.

Public Comments

A virtual public meeting was held under the Planning Act on June 14, 2022. No comments were received from Councilors or members of the public at the meeting.

Planning Analysis

The proposed zoning by-law amendment was 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 Director of Development Services had consideration for these planning documents in the decision to grant provisional approval to the consent applications for lot additions.

Block A on Plan 544 is owned by all the owners of the lots in this plan of subdivision. These owners are party to an agreement that entitles the owners of Lots 13 to 49 to apply to have a portion of the Block severed and added to their individual properties. The agreement requires the rights-of-way to be maintained and to be assigned to each property owner. A majority of the owners have taken advantage of this agreement.

The purpose of the lot additions is to enlarge each of the seven benefitting lands as envisioned by the private agreement registered on title, and to maintain the rights-of-way for other users of the private lanes that cross the lot addition lands. No development is proposed as part of these applications.

All seven of the benefitting lands are deficient by the lot area, lot frontage and waterfrontage standards of the Township of South Frontenac Official Plan and Zoning By-law No. 2003-75. The enlarged lots will continue to be deficient by these standards but would be closer to compliance with the minimum lot area requirements. In some circumstances, enlarging the benefitting lands may facilitate development or redevelopment of the lots.

The lot additions are zoned Open Space – Public (OS), while the benefitting lands are zoned Limited Service Residential – Waterfront (RLSW). The zone on the lot additions needs to be changed to RLSW to permit the intended residential uses of the enlarged lots. The remainder of Block A would continue to be zoned OS, and owned by all the owners in the plan of subdivision.

It is the opinion of staff that the proposed zoning by-law amendment is consistent and conforms to the Provincial Policy Statement 2020, the County of Frontenac Official Plan, and the South Frontenac Official Plan, and represents good planning for the subject lands.

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

Climate Considerations

☒ Not applicable to this report.

☐ This initiative supports climate change mitigation/adaption efforts in South Frontenac; and/or impacts the Township's resilience to climate change.

Notice/Consultation

Council held a virtual public meeting under the *Planning Act* on June 14, 2022.

Attachment

1. By-law 2022-55

Approvals

Report Prepared By:

Christine Woods, MCIP, RPP, Senior Planner

Submitted By:

Claire Dodds, MCIP, RPP
Director of Development Services

Approved By:

Louise Fragnito, CPA, CGA
Chief Administrative Officer

TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2022-55

BEING A BY-LAW TO AMEND BY-LAW 2003-75, AS AMENDED, TO REZONE LAND FROM OPEN SPACE – PUBLIC (OS) TO LIMITED SERVICE RESIDENTIAL – WATERFRONT (RLSW) ON LANDS DESCRIBED AS BLOCK A ON PLAN 544, PART OF LOTS 9, 10 AND 11, CONCESSION 1, DISTRICT OF STORRINGTON

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 “C”, to Zoning By-law Number 2003-75 as amended, is hereby further amended by changing the zoning from Open Space – Public (OS) to Limited Service Residential – Waterfront (RLSW) for the lands shown on Schedule “1”.

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

Dated at the Township of South Frontenac this 21st day of June, 2022.

Read a first and second time this 21st day of June, 2022.

Read a third time and finally passed this 21st day of June, 2022.

THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC

_____
Ron Vandewal, Mayor

_____
Angela Maddocks, Clerk

Schedule 1

This is Schedule “1” to By-law No. 2022- 55.

Passed this 21st day of June, 2022

Ron Vandewal, Mayor

Angela Maddocks, Clerk

Township of South Frontenac
Staff Report

To:	Council
Prepared by:	Development Services Department
Date of Meeting:	June 21, 2022
Subject:	**Zoning By-law Amendment Application PL-ZBA-2022-0062, Automatx Inc., 4071 Hiawatha Lane**

Summary

This report recommends that Council pass a by-law to change the zone on the subject lands from Recreational Resort Commercial – Special Provision (RRC-4) to Limited Service Residential – Waterfront – Special Provision (RLSW-131) to permit residential development on waterfront property accessed by a private lane, to acknowledge a reduced waterfrontage, and to require a greater setback from the highwater mark.

Recommendation

THAT By-law 2022-56 to amend the zoning on lands in Part of Lots 15 and 16, Concession 8, District of Storrington, Township of South Frontenac be passed.

Background

Council held a virtual public meeting under the Planning Act on June 14, 2022, on the proposed amendment to Zoning By-law 2003-75. This application is being brought forward to Council for a decision.

Discussion/Analysis

Summary of Application

The proposal is to change the zone on the subject lands from Recreational Resort Commercial – Special Provision (RRC-4) to Limited Service Residential – Waterfront – Special Provision (RLSW-131) zone to fulfill a condition of provisional approval of consent application S-28-21-S. The RLSW-131 zone would permit residential development on waterfront property accessed by a private lane, to acknowledge the 24 metres and 40 metres of waterfrontages on Dog Lake, and to establish a minimum 40 metre setback from the highwater mark.

Property Description

The subject property is located on Hiawatha Lane, which is off Ormsbee Road. Hiawatha Lane, Hood Lane and Hewett Lane cross the property. Several waterfront properties are accessed from these lanes.

The subject property is approximately 21 hectares in area, and has multiple separate frontages on Dog Lake. A tourist establishment, consisting of two cottages and two accessory buildings, is established on the subject property in compliance with the RRC-4 zone.

The severed parcel (the lands to be rezoned) consists of approximately 6.4 hectares of vacant land. It has approximately 551 metres of frontage on Hiawatha Lane. Hood Lane runs through the severed parcel. A wide bedrock ridge runs parallel to Dog Lake on the north side of Hood Lane. The severed parcel has approximately 40 metres of frontage on Dog Lake north of Hood Lane. The shoreline consists of an exposed bedrock outcrop. There are bedrock outcrops, as well as land with a gentler slope on the south side of Hood Lane. The severed parcel has approximately 24 metres of frontage on Dog Lake south of Hood Lane. This waterfrontage is located at the mouth of a small watercourse/wetland.

The retained parcel consists of the balance of the property. The tourist establishment, consisting of two cottages and two accessory buildings, remains on the retained parcel. These buildings are setback a minimum of 50 metres from the highwater mark of Dog Lake.

Department and Agency Comments
Building Services and the Rideau Waterway Development Review Team (RWDRT) had no objection to the consent application. RWDRT confirmed that the rezoning application satisfies their recommendation that future development on the severed parcel be required to be setback a minimum 40 metres from the highwater mark of Dog Lake.

Public Comments
A virtual public meeting was held under the Planning Act on June 14, 2022. No comments were received from members of the public at the meeting.

Councilor Sutherland asked whether the Township could limit the number of docks that would be permitted on the severed parcel through zoning. Planning staff clarified that the RLSW zone permits a dock (i.e. one dock), subject to approval from the appropriate authority. Parks Canada regulates the number and placement of docks and other marine facilities with consideration for water depth and aquatic species at risk. Parks Canada permits one dock on a residential property.

Planning Analysis

The proposed zoning by-law amendment was 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.

There are two main policy themes that apply to the proposal. These are limited service residential development and development near an environmentally sensitive area.

The Provincial Policy Statement (2020) allows growth and development to be directed to rural lands, including resource-based recreational uses, as well as residential lot creation and development that is compatible with the rural landscape (section 1.1.5). The County of Frontenac Official Plan and the Township of South Frontenac Official Plan also permit residential development in the Rural designation.

The Committee of Adjustment had consideration for these planning documents and policies in the decision to grant provisional approval to the consent application for a new residential lot.

The severed parcel is zoned Recreational Resort Commercial – Special Provision (RRC-4). The parcel needs to be rezoned to Limited Service Residential – Waterfront (RLSW) in order to recognize that the parcel would be a waterfront property accessed by a private lane, and to permit a residential use on the parcel, per Section 6.12 of the Township Official Plan and section 5.25 of Zoning By-law No. 2003-75.

The RLSW zone on the severed parcel must include special provisions to acknowledge the 24 metres and 40 metres of waterfrontages on Dog Lake, and to establish a minimum 40 metre setback from the highwater mark, as discussed below.

Section 5.7.7 of the Township Official Plan requires the frontage, size and shape of any lot created for limited service residential purposes through the severance approval process to be appropriate for the proposed use and to conform to the provisions of the zoning by-law. A minimum lot area of one hectare with a minimum of 91 metres of water frontage and 76 metres of frontage on a private road is established.

Section 5.7.7(ii)(a) indicates that the Township may consider reductions to the minimum lot size and frontage requirements provided the overall intent of the Official Plan is maintained. The severed parcel, with an area of 6.4 hectares exceeds the required minimum lot area. It also exceeds the minimum frontage required on a private lane. However, the severed parcel is deficient in waterfrontage as the waterfrontage would consist of remnant sections of shoreline from historical severances. There is no contiguous waterfrontage that meets the minimum 91 metre length required for the severed parcel.

Minimum waterfrontages are required in order to ensure safe boating and swimming conditions, to avoid an overdeveloped appearance, and to help ensure a reasonable separation between residential uses.

In their review of the consent application, the RWDRT recommended a minimum 40 metre setback from the highwater mark for future development on the severed parcel based on the Assessment of Municipal Site Evaluation Guidelines for Waterfront Development in Eastern Ontario's Lake Country (Hutchinson Environmental Ltd., 2014). These site evaluation guidelines can be used to implement section 5.2.7(b)(ii)(1) of the Official Plan, which intends that newly created lots which have a steep slope, minimal woody vegetation cover, thin soils and/or soils with poor phosphorus retention, may require a setback of 90 metres from the highwater mark. The site evaluation guidelines take into consideration site characteristics including soil texture and depth, slope and vegetation to determine an appropriate horizontal setback between development and the shoreline of lakes on the Precambrian Shield. Dog Lake is on the Precambrian Shield.

The subject property has limited development options in its current configuration due to the number and location of historical waterfront residential lots that were created and the resulting remnant lengths of shoreline. Given the topography and location of Hood Lane on the severed parcel, applying a minimum 40 metre setback from the highwater mark would result in future development being located towards the middle of the parcel away from either of the waterfrontages. This would help avoid an overdeveloped appearance of the shoreline and help ensure a reasonable separation between residential uses. The Parks Canada - Rideau Canal Office regulates in-water or shoreline works, and would have consideration for water depth (i.e. safe boating) and potential aquatic species at risk in approval any such works.

The severed parcel rationalizes the remnant lengths of shoreline, meeting the intent of the Official Plan regarding waterfrontage. It also represents good planning by addressing the overall development of the subject property in a way that is more viable over the long term.

The retained parcel would continue to be zoned RRC-4. This would permit the existing tourist establishment to continue to operate in compliance with this zone.

It is the opinion of staff that the proposed zoning by-law amendment is consistent and conforms to the Provincial Policy Statement 2020, the County of Frontenac Official Plan, and the South Frontenac Official Plan, and represents good planning for the subject property.

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.

Climate Considerations

☒ Not applicable to this report.

Notice/Consultation

Council held a virtual public meeting under the *Planning Act* on June 14, 2022.

Attachment

1. By-law 2022-56

Approvals

Report Prepared By:
Christine Woods, MCIP, RPP, Senior Planner

Submitted By:

Claire Dodds, MCIP, RPP, Director of Development Services

Approved By:

Louise Fragnito, CPA, CGA
Chief Administrative Officer

TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2022-56

BEING A BY-LAW TO AMEND BY-LAW 2003-75, AS AMENDED, TO REZONE LAND FROM RECREATIONAL RESORT COMMERCIAL – SPECIAL PROVISION (RRC-4) TO LIMITED SERVICE RESIDENTIAL – WATERFRONT – SPECIAL PROVISION (RLSW-131) ON PART OF LANDS DESCRIBED AS 4071 HIAWATHA LANE, PART OF LOTS 15 AND 16, CONCESSION 8, DISTRICT OF STORRINGTON: AUTOMATX INC.

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 “C”, to Zoning By-law Number 2003-75 as amended, is hereby further amended by changing the zoning from Recreational Resort Commercial – Special Provision (RRC-4) to Limited Service Residential – Waterfront – Special Provision (RLSW-131) 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 RLSW-131 (Severed Parcel in Consent Application S-28-21-S, Part of Lots 15 and 16, Concession 8, District of Storrington – Automatx Inc.) immediately after the last Limited Service Residential – Waterfront – Special Provision section to read as follows:

   RLSW-131 (Severed Parcel in Consent Application S-28-21-S, Part of Lots 15 and 16, Concession 8, District of Storrington – Automatx Inc.)

   Notwithstanding the provisions of sections 10.3.1 and 10.3.2 or any other provision of this By-law to the contrary, on the lands zoned Special Limited Service Residential – Waterfront (RLSW-131), the following provisions apply:

   - *Waterfrontage north of Hood Lane (Minimum)* — *40 Metres (131 ft.)*
   - *Waterfrontage south of Hood Lane (Minimum)* — *24 Metres (78.7 ft.)*
   - *For the Principal Building*
     a. *Front Yard (Minimum)* — *40 Metres (131 ft.)*
     b. *Setback from highwater mark (Minimum)* — *40 Metres (131 ft.)*
   - *For Accessory Buildings Not Attached to the Principal Building*
     a. *Setback from highwater mark (Minimum)* — *40 Metres (131 ft.)*

   All other provisions of this by-law shall apply.

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

   Dated at the Township of South Frontenac this 21st day of June, 2022.

   Read a first and second time this 21st day of June, 2022.

Read a third time and finally passed this 21st day of June, 2022.

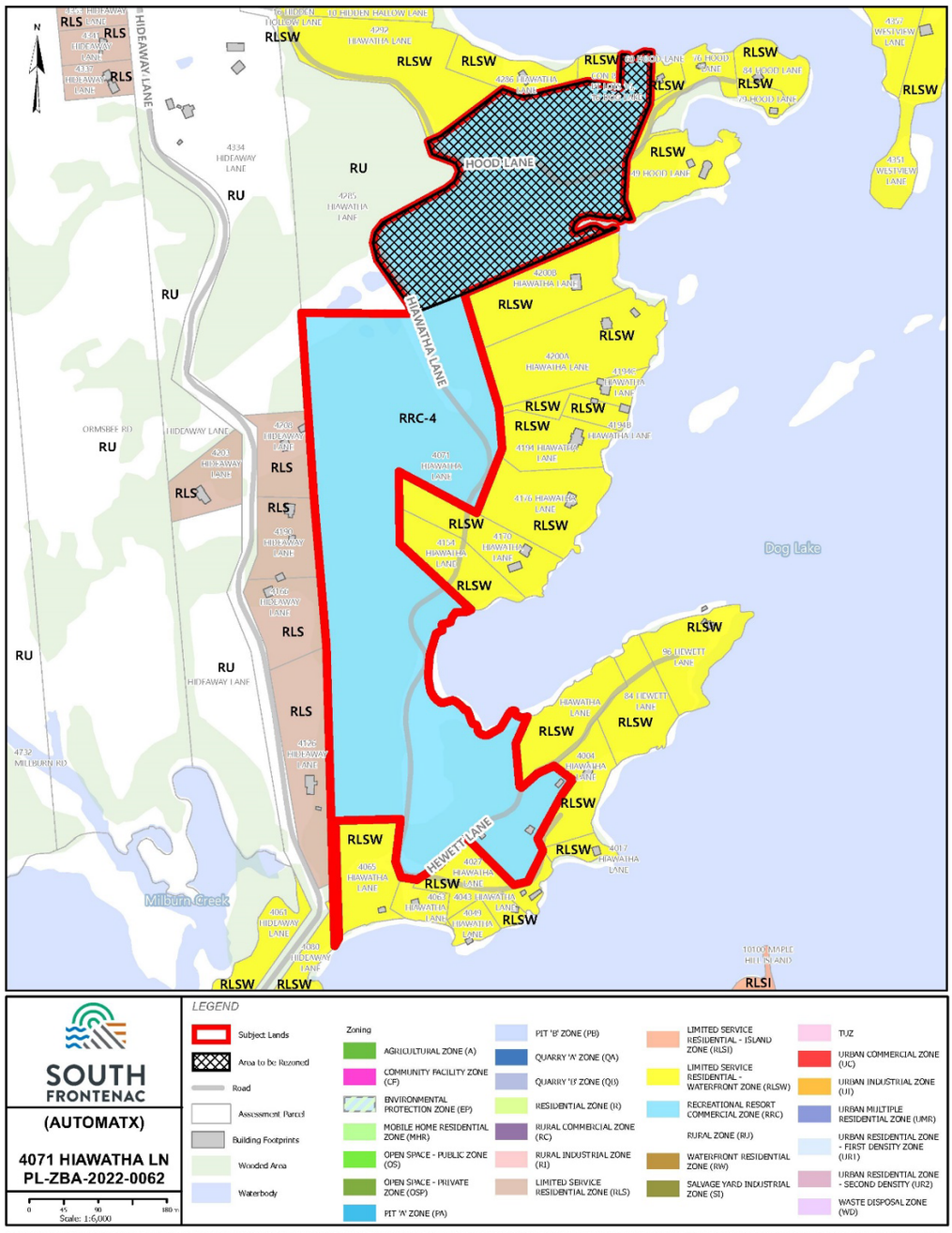
THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC

_____
Ron Vandewal, Mayor

_____
Angela Maddocks, Clerk

Schedule 1

This is Schedule “1” to By-law No. 2022- 56.



Passed this 21st day of June, 2022

Ron Vandewal, Mayor

Angela Maddocks, Clerk

Township of South Frontenac

Staff Report

To:	Council
Prepared by:	Development Services Department
Date of Meeting:	June 21, 2022
Subject:	**Zoning By-law Amendment Application PL-ZBA-2022-0066, Dieneen Lepp, 4989 Road 38**

Summary

This report recommends that Council pass a by-law to change the zone on the subject property to permit a secondary dwelling unit.

Recommendation

THAT By-law 2022-57 to amend the zoning on lands known as 4989 Road 38, Part Block D, Plan 57, Part Lot 7, Concession 5, District of Portland, Township of South Frontenac be passed.

Background

Council held a virtual public meeting under the Planning Act on June 14, 2022, on the proposed amendment to Zoning By-law 2003-75. This application is being brought forward to Council for a decision.

Discussion/Analysis

Summary of Application

The proposal is to change the zone on the subject property from Urban Residential – First Density (UR1) to Urban Residential – First Density – Special Provision (UR1-22) to permit a secondary dwelling unit on the property. The applicant proposes to convert a 1300 square foot detached garage to a secondary dwelling unit.

Property Description

The subject property is located on Road 38 in Harrowsmith. The property is 0.15 hectares (0.35 acres) in area and has approximately 45 metres of road frontage. There is an existing two-storey dwelling with an 1,100 square foot footprint on the property, as well as a detached garage and a small shed. The property is surrounded by residential properties, including one that contains a multiple unit dwelling.

Department and Agency Comments

Public Services has no objection to the approval of this application. They noted that the property has an established access onto Road 38, and the property is large and has a long driveway that would provide on-site parking available for two units.

Building Services reviewed an application for the performance level of the existing sewage system on the property, and inspected the system. They noted that a larger septic tank would be required to accommodate the existing dwelling and the proposed secondary dwelling unit. They also noted that while the dispersal bed is older and may be nearing the end of its life, there is no evidence of failure. The dispersal bed is adequately sized for the proposal and does not need to be replaced at this time. There appears to be sufficient area on the property for a replacement sewage system when one is required.

The owner obtained a permit and replaced the septic tank. The owner will need to submit a building permit application for the secondary dwelling unit if the rezoning application is approved by Council.

Public Comments

A virtual public meeting was held under the Planning Act on June 14, 2022.

The applicant explained that the purpose of this application is to make an accessible apartment for her aging parents so that they can keep their independence but also be close so that she can care for them.

Daniel Jutras and Jocelyn Martel, who own an adjacent property, spoke in favour of the application, noting that the secondary dwelling unit would not impact their property and that it is important for people to be able to care for their aging parents.

Comments were received prior to the public meeting from the owners of a nearby property. The comments indicate they are opposed to the application based on concerns over the impact of the second residence on the existing septic system, and its potential to contaminate the aquifer from which they draw their potable water supply. It is the opinion of staff that these concerns were addressed as discussed below.

Planning Analysis

The subject property is zoned Urban Residential – First Density (UR1). The UR1 zone permits one dwelling per property.

The proposed zoning by-law amendment was 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 subject property is located in Harrowsmith on Road 38. This road is maintained year-round and is accessible by Emergency Services. The secondary dwelling unit will use the existing driveway for access. There is sufficient area on the property to accommodate additional parking spaces required for the secondary dwelling unit.

The secondary dwelling unit will be connected to the existing well and sewage system on the property. 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 from a well and water treatment professional that included a professional opinion that the well can produce 5 gallons per minute (22.7 litres per minute). The professional clarified for Planning staff that this volume was based on the existing well pump, and that the pump could be upgraded to draw more water without impacting the well yield and recovery rate. The 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.

Regarding on-site sewage services, a sewage system that services both the single detached dwelling and the secondary dwelling unit, and that complies with the Ontario Building Code is required. As indicated above, Building Services reviewed the performance level of the existing sewage system on the property and confirmed that, with a larger tank, it would accommodate the proposed development. The dispersal bed does not need to be replaced at this time. The owner has obtained a permit and replaced the septic tank.

The property is surrounded by residential properties, including one that contains a multiple unit dwelling. The secondary dwelling unit is proposed to be located within an existing accessory building to the dwelling on the property. This accessory building exceeds all the applicable UR1 minimum setbacks from property lines. This accessory building is located to the rear of the property, and is visually screened from most properties along Road 38 and Harrowsmith Church Street by the existing dwelling as well as the topography of the site (e.g. the property is higher than Road 38). The accessory building is visually screened from the residential property to the west by mature pine trees on the neighbouring property. The owner installed a chain link fence along the shared property line to delineate a small amenity area for the secondary dwelling unit. Overall, the proposal would be compatible with the surrounding land uses.

It is the opinion of staff that the proposed zoning by-law amendment is consistent and conforms to the Provincial Policy Statement 2020, the County of Frontenac Official Plan, and the South Frontenac Official Plan, and represents good planning for the subject property.

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

Climate Considerations

☒ Not applicable to this report.

☐ This initiative supports climate change mitigation/adaption efforts in South Frontenac; and/or impacts the Township's resilience to climate change.

Notice/Consultation

Council held a virtual public meeting under the *Planning Act* on June 14, 2022.

Attachment

1. By-law 2022-57

Approvals

Report Prepared By:

Christine Woods, MCIP, RPP, Senior Planner

Submitted By:

Claire Dodds, MCIP, RPP, Director of Development Services

Approved By:

Louise Fragnito, CPA, CGA
Chief Administrative Officer

TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2022-57

BEING A BY-LAW TO AMEND BY-LAW 2003-75, AS AMENDED, TO REZONE LAND FROM URBAN RESIDENTIAL – FIRST DENSITY (UR1) TO URBAN RESIDENTIAL – FIRST DENSITY – SPECIAL PROVISION (UR1-22) ON LANDS DESCRIBED AS 4989 ROAD 38, PART BLOCK D, PLAN 57, PART LOT 7, CONCESSION 5, DISTRICT OF PORTLAND: LEPP

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” and Schedule “E”, to Zoning By-law Number 2003-75 as amended, is hereby further amended by changing the zoning from Urban Residential – First Density (UR1) to Urban Residential – First Density – Special Provision (UR1-22) 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 UR1-22 (4989 Road 38, Part Block D, Plan 57, Part Lot 7, Concession 5, District of Portland – Lepp) immediately after the last Urban Residential – First Density – Special Provision section to read as follows:

   UR1-22 (4989 Road 38, Part Block D, Plan 57, Part Lot 7, Concession 5, District of Portland – Lepp)

   Notwithstanding the provisions of Section 14 or any other provision of this By-law to the contrary, on the lands zoned Special Urban Residential – First Density (UR1-22), the following provisions apply:

   - *A second dwelling unit in an accessory building shall be permitted.*
   - *A second dwelling unit shall mean an accessory building which contains one or more habitable rooms designed and occupied as an independent dwelling in which living, kitchen, and bathroom facilities are provided, and which is located on the same lot as a single detached dwelling.*
   - *The single detached dwelling and the second dwelling unit in an accessory building shall be established in close proximity to each other and shall be accessed by a shared driveway and be serviced by a shared sewage system and 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 21st day of June, 2022.

   Read a first and second time this 21st day of June, 2022.

   Read a third time and finally passed this 21st day of June, 2022.

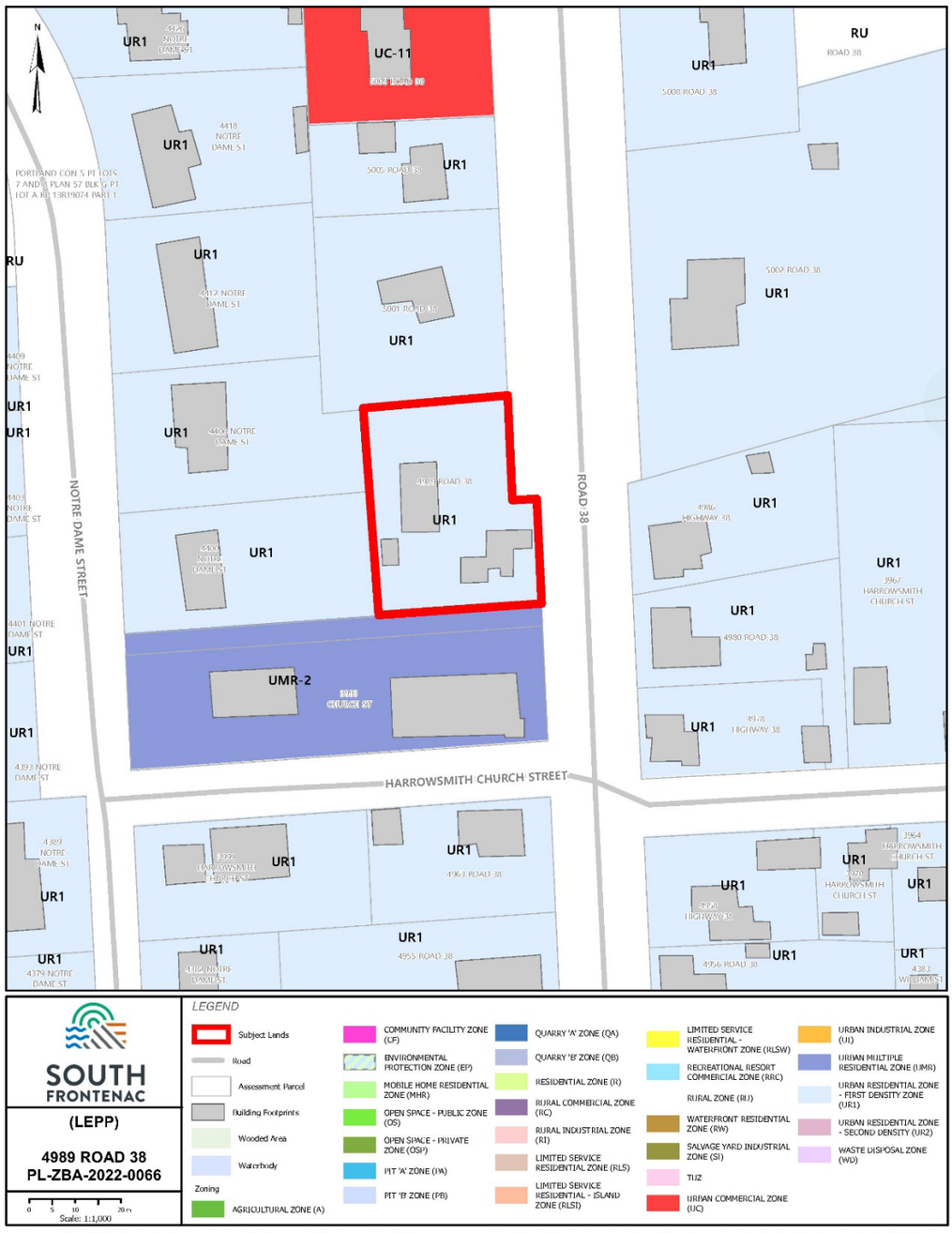
THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC

_____
Ron Vandewal, Mayor

_____
Angela Maddocks, Clerk

Schedule 1

This is Schedule “1” to By-law No. 2022-57.



Passed this 21st day of June, 2022

Ron Vandewal, Mayor

Angela Maddocks, Clerk

Township of South Frontenac

Staff Report

To:	Committee of the Whole
Prepared by:	Development Services Department
Date of Meeting:	June 21, 2022
Subject:	**South Frontenac Site Plan Control By-law**

Summary

Bill 109 delegates authority to staff to make decisions on site plan control applications. Staff propose to replace the existing site plan control by-law, 2003-25, as amended, with a new, updated by-law that establishes where site plan control applies throughout the Township, delegates authority to staff, that authorizes the signing of agreements by the Mayor and Clerk, and deals with other technical matters such as drawings, conditions and securities under Section 41 of the Planning Act.

Recommendation

That Council pass by-law 2022-58 to establish a comprehensive site plan control by-law for the Township of South Frontenac and delegates the authority to make decisions on site plan control applications to staff in accordance with the requirements of Bill 109, More Homes for Everyone Act.

Background

Under Bill 109, the Province requires all municipal Council's to delegate decision making authority on site plan control applications on July 1, 2022.

Based on the provisions of Bill 109, Council will not have the authority to make decisions on site plan applications under the Planning Act that are received after July 1, 2022.

The Township's existing site plan control by-law, 2003-25, as amended, does not currently contemplate any delegation of decision making to staff. It is also missing any provisions for securities and the financial administration of such securities.

Site plan control is applicable law under the Building Code and a site plan control application must be approved for certain types of development before building permits can be issued.

Planning staff have prepared a new comprehensive site plan by-law for the Township that delegates site plan control approval and authorizes the Mayor and Clerk to enter into site plan agreements approved by the Director of Development Services or their designate (Senior Planner or Chief Administrative Officer).

The comprehensive by-law addresses numerous areas of administration related to site plan control that are not covered in the existing site plan control by-law 2003-25, as amended.

Discussion from June 14, 2022 Committee of the Whole Meeting

The draft comprehensive site plan control by-law was presented to Committee of the Whole on June 14, 2022 for discussion. At that meeting staff reviewed the major sections of the by-law, including the lands to which site plan control applies and the most common exemptions.

Council asked several questions regarding the applicability and operation of the by-law. The proposed site plan control by-law reflects the current administration process for site plan control process that has been established over the past three years. The existing site plan control by-law, 2003-25, establishes site plan control areas, but does not include provisions that relate to important aspects of the site plan process such as registration of site plan agreements, fees and the administration of securities. As delegation of site plan control to staff is mandatory under Bill 109, staff are seeking a more comprehensive by-law to provide transparency to both Council and the public by documenting the administrative practices staff follow in administering the site plan control process.

A new practice proposed in the revised site plan control by-law is that approvals would lapse if no development was undertaken within five years of the approval being granted. Staff believe this is an important to put this provision into the by-law as standards can change for development within a five year window that may impact how a site would be planned and developed. Within a five year timeframe – other development may occur around as site that would mean that it may be reviewed differently. Having the lapsing clause allows staff to revisit the review of a site plan where no development of the site has occurred since the time of approval.

Questions were asked about whether it is staff who would be the final decision maker on aspects of site design including lighting, vegetation removal and garbage enclosures. Under Bill 109, the Ministry of Municipal Affairs has been clear that all aspects of the site plan approval process must be delegated to staff. Any site plans considered complete after July 1st, 2022, will be staff decisions. Site plans control applications that were submitted and considered complete prior to July 1, 2022, will still require Council to make decisions on those applications.

Concerns were raised about the provision 8a) regarding staff making decisions around the dedication of land for park or other recreational purposes, or the payment of money in lieu of land in accordance with the policies of the Official Plan. With the appropriate provisions in the implementation section of the Official Plan, the Planning Act permits the Township to require either dedication of parkland or cash-in-lieu of parkland through the Site Plan Process. This provision is not in the current Official Plan, but it is included as an option Council may enact in the new Official Plan. Prior to its use, Council would need to update the Parkland By-law to establish the terms under which parkland would be collected.

The comprehensive site plan by-law proposed includes a provision to dedicate or collect parkland in accordance with the provisions of the Official Plan to establish this authority without the need to further update the site plan control by-law following the adoption of the new Official Plan.

Under Bill 109 and the comprehensive site plan control by-law, the dedication of parkland or collection of cash-in-lieu, in accordance with the Official Plan and Parkland By-law would be a staff decision at the time of site plan approval.

Discussion/Analysis

The Site Plan review and approval process is a legislative tool under the Planning Act. Site Plan Control is a development review process that evaluates the layout of site features, (buildings, parking areas, landscaping, etc.), but not the interior spaces of the proposed structures. Site Plan Control ensures that the development of a property complies with the requirements of the zoning by-law. A site plan control by-law identifies the zones or types of uses where site plan control will be required. Site plan control approval is used to ensure:

- Safe, orderly and functional development;
- Safety and efficiency of vehicular and pedestrian movement;
- Land use compatibility between new and existing developments;
- The provision of functional attractive site amenities and facilities to achieve good urban, rural and waterfront design objectives;
- Retention and protection of valuable and sensitive natural features within development sites;
- The provision and appropriate placement of required infrastructure and services on development sites;
- The provision of easements or grading and site alterations needed to provide public utilities and site drainage; and
- The construction and maintenance of the development as approved by the Township. As a condition of site plan approval, the Township may require the owner to provide land for road widening.
- Establish provisions for long-term maintenance of properties in accordance with the approved plan.

By-law 2003-25 (Attachment 1) lists a number of land uses in the Township that are subject to Site Plan Control. The types of development that can be subject to site plan control are established in the Official Plan.

The 2003 Site Plan Control By-law was updated by By-law 2017-03 (Attachment 2) to include Community Facilities as a type of use that could be subject to Site Plan Control.

The draft Site Plan Control By-law (Attachment 3) proposes to repeal the 2003 Site Plan Control By-law and replace it with an updated comprehensive by-law for the Township. The proposed changes in the draft by-law include the following:

- Removal of lands designated Mineral Aggregates from a site plan control area. Over the life of the 2003 Site Plan Control By-law, the Ministry of Natural Resources and Forestry established that lands subject to licencing under the Aggregate Act are not permitted to be subject to Site Plan Control.
- Removal of the regulation of lands to which hauled sewage applies. The regulation of the land application of hauled sewage was established by the province under the Nutrient Management Act in 2002. Provincial standards supersede any local standards for the land application of sewage and is no longer appropriate to regulate through Site Plan Control.
- Clarification of how site plan control and development agreements apply to waterfront residential development.
- Authority for site plan control to apply to
- Delegation of authority to make decisions on site plan control applications to staff
- Authorization for the Mayor and Clerk to sign agreements where site plan control applications have been given by staff.
- Including provisions that deal with the collection and administration of financial securities to ensure that a development is constructed and maintained in accordance with the approved site plan control drawings and agreement. This section reflects the practice the Township has utilized over the past 3.5 years to administer site plan control.

The existing Site Plan Control By-law does not include any provisions regarding performance securities. Staff are recommending the inclusion of provisions within the updated by-law. In the event that an approved development of a property is not completed or maintained in accordance with the approved plans, staff would be required to enforce on the property and pursue the violations in accordance with provincial offences. With the use of performance securities, the Owner will be required to provide a cost estimate prepared by a qualified professional for the works to be completed, including paving, site grading, landscaping and stormwater works. The amount of securities is proposed to be 50% of the cost of on site improvements. For any works within the Township right-of-way or on Township property the required securities will be for 100% of the costs of the approved works. This is a very common approach taken by municipalities for the calculation and collection of securities for site plans across Ontario.

Following completion of the works, the Owner will be required to submit a certificate from their engineer, or other qualified professional, confirming that all works have been completed in accordance with the approved plans and site plan control agreement. Township staff will also complete a site inspection.

When it is confirmed that the works are completed to the satisfaction of the Township up to 90% of the security amount will be released. Where there are deficiencies or incomplete work a holdback may be retained. Following the release of 90% of the securities the remaining 10% will be held for a minimum of one year. The Owner is required to submit a written request for the remaining 10% with a certificate confirming the completion and maintenance of all works.

Over the life of the existing 2003-25 site plan control by-law, Section 41 of the Planning Act has been updated to include several types of new matters that can be regulated and required through site plan control. These items include matters of exterior design, sustainable design elements and cash-in-lieu of parkland. The first draft of the new South Frontenac Official Plan includes these policies (Section 9.16) to allow the Township to make use of these tools. The existing Official Plan (approved in 2003) does not have policies that allow staff to use these provisions. Including the reference "in accordance with the Official Plan" allows us to list these new tools in the new site plan control by-law, but they will not come into effect until the new Official Plan is adopted with the policies that will operationalize these new tools.

Financial Implications

The delegation of site plan control will assist in providing faster approval timeframes which will be beneficial once the provincial fee rebate schedule is implemented under Bill 109 on January 1, 2023.

The draft by-law clearly spells out how securities are calculated and when they are collected. Holding a financial security assists with ensuring performance of works as part of any significant development. This security minimizes the financial risk to the Township and the tax base by providing money the Township can draw down on should the Township have to complete works to make a site safe or to complete works on Township lands.

Relationship to Strategic Plans

☐ Not applicable to this report.

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

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

Climate Considerations

☒ Not applicable to this report.

☐ This initiative supports climate change mitigation/adaption efforts in South Frontenac; and/or impacts the Township's resilience to climate change.

Notice/Consultation

The following staff have been consulted in the preparation of this report and draft site plan control by-law:

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

- Anna Geladi, Planner
- Louise Fragnito, CAO

Attachments

Attachment 1 – Site Plan Control By-law - 2003-25

Attachment 2 – By-law 2017-03 - Amend By-law 2003-25 Site Plan Control

Attachment 3 – Site Plan Control By-law – 2022-58

Approvals

Submitted By:

Claire Dodds, MCIP, RPP
Director of Development Services

Approved By:

Louise Fragnito, CPA, CGA
Chief Administrative Officer

CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC

BY-LAW NUMBER 2003-25

BEING A BY-LAW TO DESIGNATE ALL OF THE TOWNSHIP OF SOUTH FRONTENAC AS A SITE PLAN CONTROL AREA

WHEREAS, the Municipal Council of the Corporation of the Township of South Frontenac deems it expedient to ENACT a By-law to designate the entire Township of South Frontenac as a site plan control area;

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

1. THAT the Township of South Frontenac be designated as a site plan control area in accordance with section 41 of the Planning Act and section 6.17 of the Township of South Frontenac Official Plan.

2. THAT, the specific land uses, official plan designations and areas which are subject to site plan control are:

    a) commercial and industrial uses;
    b) lands used for wrecking yards;
    c) lands used for hauled septage disposal;
    d) lands within the Mineral Aggregate designation;
    e) lands within or adjacent to the Environmental Protection designation;
    f) lands within 90 metres (295 feet) of a waterbody including land used for residential purposes;
    g) lands within or adjacent to an Environmentally Sensitive Area;
    h) lands within 300 metres (984 feet) of any lake designated as a Sensitive Lake Trout Lake; and
    i) lands which are subject to natural hazard.

3. THAT no person shall undertake any development in the area designated under this By-law until a site plan agreement has been prepared and executed to the satisfaction of the Council of the Township of South Frontenac and registered on title of the lands. The site plan may be required to address some or all of the following:

    1. Plans showing the location of all buildings and structures to be erected and showing the location of all facilities to be provided,
    2. Drawings showing plan, elevation and cross-section views for each building to be erected showing:
        a) The massing and conceptual design of the proposed building;
        b) The relationship of the proposed building to adjacent buildings, streets and exterior areas to which members of the public have access;
        c) The provision of interior walkways and stairs to which members of the public have access from the streets, open spaces and interior walkways in adjacent buildings;

4. THAT, as a condition of approval of the plans and drawings referred to in section 4 of this By-law, the Township of South Frontenac may require the owner of land to provide, at no expense to the Township, any or all of the following:

    a) widenings of highways that abut the land
    b) facilities to provide access to and from the land such as curbs, access ramps and traffic direction signs

c) off-street loading and parking facilities either covered or uncovered, access driveways including driveways for emergency vehicles, and the surfacing of such areas
d) walkways and walkway ramps including their surfacing and all other means of pedestrian access
e) facilities for the lighting, including floodlighting, of the land or of any buildings or structures
f) walls, fences, hedges, trees, shrubs or other groundcover or facilities for the landscaping of the lands or the protection of adjoining lands
g) vaults, central storage and collection areas and other facilities and enclosures for the storage of garbage
h) easements conveyed to the Township for the construction, maintenance or improvement of watercourses, ditches, land drainage works, sewage facilities and other public utilities
i) grading or alteration or contour of the land and provision for the disposal of storm, surface and waste water from the land and from buildings or structures thereon.

5. THAT the individual site plan control by-laws for the former Townships of Bedford, Loughborough, Portland and Storrington be repealed.

6. THIS BY-LAW shall come into force and shall be deemed to come into force, in accordance with section 41 of the Planning Act, 1990, upon the date of passage thereof.

Dated at the Township of South Frontenac this sixth day of May, 2003.

Read a first and second time this sixth day of May, 2003.

Read a third time and finally passed this sixth day of May, 2003.

THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC

Phil Leonard, Mayor

Gordon Burns, Clerk-Administrator

TOWNSHIP OF SOUTH FRONTENAC
BY-LAW NUMBER 2017-03

BEING A BY-LAW TO AMEND BY-LAW NUMBER 2003-25, WHICH DESIGNATED THE TOWNSHIP OF SOUTH FRONTENAC AS A SITE PLAN CONTROL AREA, TO INCLUDE COMMUNITY FACILITY USES IN THE LIST OF SPECIFIC LAND USES TO WHICH IT APPLIES: TOWNSHIP-INITIATED

WHEREAS, By-law No. 2003-25 designated the whole of the Township of South Frontenac as a Site Plan Control Area under section 41 of the Planning Act;

AND WHEREAS, The Official Plan for the Township of South Frontenac was afterwards amended to add 'Community Facility uses' to the list of uses that should be regulate by site plans;

AND WHEREAS, the list of specific uses in the Site Plan Control By-law should match the uses listed in the Official Plan;

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

1. **THAT** the list of specific land uses, Official Plan designations and areas which are subject to site plan control be amended to include 'Community Facility uses' so that the list reads as follows:

   a) Commercial, **institutional (community facility)** and industrial uses;
   b) lands used for wrecking yards;
   c) lands used for hauled septage disposal;
   d) lands within the Mineral Aggregate designation;
   e) lands within or adjacent to the Environmental Protection designation;
   f) lands within 90 metres (295 feet) of a waterbody including land used for residential purposes;
   g) lands within or adjacent to an Environmentally Sensitive Area;
   h) lands within 300 metres (984 feet) of any lake designated as a Sensitive Lake Trout Lake; and
   i) lands which are subject to natural hazard.

   All other provisions of By-law 2003-25 shall apply.

2. **THIS BY-LAW** shall come into force in accordance with section 41 of the Planning Act, 1990, either on the date of passage or as otherwise provided by section 41.

   Dated at the Township of South Frontenac this 14th day of February, 2017.

   Read a first and second time this 14th day of February, 2017.

   Read a third time and finally passed this 14th day of February, 2017.

THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC

Ron Vandewal, Mayor

Wayne Orr, Clerk-Administrator

TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2022-58

A BY-LAW TO DESIGNATE THE WHOLE OF THE TOWNSHIP OF SOUTH FRONTENAC AS A SITE PLAN CONTROL AREA PURSUANT TO SECTION 41 OF THE PLANNING ACT, R. S. 0. 1990, AS AMENDED, AND TO ADOPT CERTAIN PROCEDURES FOR THE PROCESSING OF SITE PLAN CONTROL APPLICATIONS, AND TO EXEMPT CERTAIN CLASSES OF DEVELOMENT FROM APPROVAL OF PLANS AND DRAWINGS

WHEREAS The Planning Act, R.S.O, 1990, c.P.13, Section 41(2), as amended provides that the Council of a Municipality that has an approved Official Plan may by by-law, designated the whole or part of the Municipality as a Site Plan Control Area, and provide that no person shall undertake any development in an area designated as a Site Plan Control Area unless certain plans and drawings are approved;

AND WHEREAS the Township of South Frontenac has an Official Plan that identifies areas of development subject to site plan control,

AND WHEREAS the Council of the Township of South Frontenac deems it advisable to repeal Site Plan Control By-law 2003-25, as amended, and enact a new Site Plan Control By-law pursuant to Section 41 of the *Planning Act* that would designate all the lands within the geographic limits of the Township as a Site Plan Control Area and exempt from approval certain classes of development.

AND WHEREAS the Planning Act, R.S.O, 1990, c.P.13, Section 41(13) as amended, provides that the Council of a local municipality may define any class or classes of development that may be undertaken without the approval of plans and drawings otherwise required under Section 41(4) and 41(5) of the Planning Act;

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

1. This By-law may be cited at the "South Frontenac Site Plan Control By-law".

2. All lands within the limits of the Township of South Frontenac are subject to the provisions of this By-law and of Section 41(4) of the Planning Act.

3. REPEAL OF PREVIOUS BY-LAW

Site Plan Control By-law 2003-25, as amended, is hereby repealed and replaced with this by-law.

4. DEFINITIONS

Development - means the construction, erection or placing of one or more buildings or structures on land or the making of an addition or alteration to a building or structure that has the effect of substantially increasing the size or usability thereof, or the laying out and establishment of a commercial parking lot or of sites for the location of three or more trailers as defined in the Municipal Act, 2001, or of sites for the location of three or more mobile homes as defined in the Planning Act, or of sites for the construction, erection or location of three or more land lease community homes as defined in the Planning Act.

Director - means the Director of Development Services or their designate.

Designate - means the Senior Planner or Chief Administrative Officer

Official Plan - means the in effect Official Plan for the Township of South Frontenac

Off-site Improvements- means any works required on public lands to support a development and may include road improvements, paving**.**

On-site Improvements - means paving (base and top course asphalt, excluding granular materials); final site grading; hard and soft landscaping; walkways; retaining walls; fencing (screening and acoustic); lighting; and signage. For clarity, On-site Improvements do not include buildings, structures and underground storm, sanitary and water services.

Owner - means any owner of land as identified in the records of the proper Land Registry Office or Land Titles Office and includes a purchaser under a valid Agreement of Purchase and Sale, and the authorized agent of any such purchaser or owner of land.

Qualified Person - means an individual with qualifications and/or credentials related to a field of study and who is therefore appropriate for conducting a study and/or providing expert opinion that has been required by the Township. The qualifications and credentials of the qualified person may be either Landscape Architect, Architect or Certified Engineer depending on related work and must be to the satisfaction of the Township, or where appropriate, are defined by relevant legislation, regulation and standards

5. GENERAL PROVISIONS

The following uses are required to be subject to site plan control:

a) land commercial, recreational commercial, community facility (institutional) and industrial uses;
b) commercial parking lots
c) lands used for multi-unit residential, containing 4 or more dwelling units
d) lands used for wrecking yards;
e) lands within or adjacent to the Environmental Protection designation;
f) lands within 90 metres of a waterbody (primarily water front lots), including land used for residential purposes where the land has significant constraints (e.g. natural hazard and natural heritage features, steep slopes, minimal vegetation cover and thin soils);
g) lands within or adjacent to an Environmentally Sensitive Area;
h) lands within 300 metres of an At-Capacity Lake Trout Lake;
i) lands which are subject to a natural hazard; and
j) Notwithstanding the exemptions to site plan control established in this By-law, site plan control may be required by Council, the Committee of Adjustment or by the Director of Development Services (or their designate) through their consideration of an application under the Planning Act.

6. EXEMPTED DEVELOPMENT

The following classes of development shall be exempt from Site Plan Control:

a) Minor modifications to existing development subject to a registered site plan control agreement shall be exempt, subject to approval from the Director of Development Services (or their designate), if the modification does not significantly alter the overall function and appearance of the site.
b) One or two-unit dwelling, including buildings and structures accessory thereto, or an addition or expansion to an existing residential structure, that complies with the provisions of the Zoning By-law.
c) One or two-unit dwelling, including buildings and structures accessory thereto, or an addition or expansion to an existing residential structure, that through the approval of Council, Committee of Adjustment, or Director of Development Services (or their designate) where a development agreement has been required as a condition of development.
d) Agriculture, forestry or conservation buildings or structures, including buildings and structures accessory thereto.
e) Parking lots for less than 5 spaces
f) A new or replacement sewage system
g) Less than three (3) portable classrooms accessory to a school.
h) Works which result from requirements of the Fire Protection and Prevention Act or an Order to Comply issued by the Township of South Frontenac Fire Department.
i) Any deviation from any dimension respecting the location of the buildings and structures shown as plans pursuant to this By-law or predecessor thereof, provided the deviation does not exceed 0.3 metres or approximately twelve (12) inches and

further provided that the deviation does not result in a violation of the requirements of any By-law enacted by the Township or other applicable law.

j) Interior building alterations which do not involve a change in major occupancy as defined by the Ontario Building Code.

k) A temporary building or structure used during construction of a permanent building or structure.

l) Lands owned by the Township of South Frontenac.

7. DRAWINGS

All lands subject to Site Plan Control must submit, for the review and approval of the Township, drawing(s) pursuant to Section 41(4) of the Planning Act, the Township Official Plan, and the following:

a) Drawings bearing a drawing number, date or date of revision and drawn to scale.

b) Drawings showing existing conditions located and labeled including:

i. Dimensions and area of the property;
ii. Location and use of all existing buildings, including setbacks from lot lines and lot coverage;
iii. Uses of abutting properties for surrounding lands;
iv. All easements, both on and adjacent to the property;
v. All existing utilities and services;
vi. Original grades on the property; and
vii. All natural features such as trees and other types of vegetation, water bodies, rock outcrops, drainage ditches, swales, wetlands or steep slopes.

c) Drawings showing the location of all buildings and structures to be erected and the location of all facilities and works, including facilities designed to have regard for accessibility for persons with disabilities, to be provided in conjunction with the development.

d) Drawings showing plan, elevation and cross-section views for each building to be erected, which drawings are sufficient to display:

i. the massing and conceptual design of the proposed building;
ii. the relationship of the proposed building to adjacent buildings, streets, and exterior areas to which members of the public have access;
iii. the provision of interior walkways, stairs, elevators and escalators to which members of the public have access from streets, open spaces and interior walkways in adjacent buildings;

iv. vehicle access facilities including access ramps, curbs traffic direction signs, off-street loading and parking facilities (including bicycle parking), driveways, and emergency access facilities;
v. pedestrian access facilities including walkways, ramps, and related facilities;
vi. lot grading and drainage and any other stormwater management facilities;
vii. landscaping for the site and for the protection of adjoining sites;
viii. exterior lighting elements;
ix. garbage, recycling, and other waste facilities;
x. matters relating to exterior design, including without limitation the character, scale, appearance and design features of buildings, and their sustainable design, in accordance with the policies of the Official Plan;
xi. matters relating to exterior access to each building that will contain affordable housing units, in accordance with the policies of the Official Plan;
xii. the sustainable design elements on any adjoining road under the Township's jurisdiction, including limitation trees, shrubs, hedges, plantings or other ground cover, permeable paving materials, street furniture, curb ramps, waste and recycling containers and bicycle parking facilities in accordance with the policies of the Official Plan; and
xiii. facilities designed to have regard for accessibility for persons with disabilities.

8. CONDITIONS OF APPROVAL

a) As a condition to the approval of the plans the Township may require the owner of the lands to provide to the satisfaction of and at no expense to the Township any of the following:
   i. Widenings of highways that abut land designated for widenings in accordance with the Official Plan.
   ii. Subject to the Public Transportation and Highway Improvement Act, facilities to provide access to and from the land such as access ramps, curbs and traffic direction signs.
   iii. Off-street vehicular loading and parking facilities, either covered or uncovered, access driveways, including driveways for emergency vehicles and the surfacing of such areas and driveways.
   iv. Walkways and walkway ramps including the surfacing thereof, and all other means of pedestrian access.
   v. Facilities designed to have regard for accessibility for persons with disabilities.
   vi. Facilities for the lighting including floodlighting of the land or any building or structures thereon.

vii. Walls, fences, hedges, trees, shrubs or other groundcover of facilities for the landscaping of the lands or the protection of adjoining lands.
viii. Establish, enhance and maintain trees and other types of vegetation
ix. Vaults, central storage and collection areas and other facilities and enclosures for the storage of garbage and other waste material.
x. Easements conveyed to the Township for the construction, maintenance or improvement of watercourses, ditches, land drainage works and servicing and other public utilities of the Township or local board thereof on the land.
xi. Grading or alteration in elevation or contour of the land and provision for disposal of storm, surface and wastewater from the land and from buildings or structures thereon.

b) Maintain to the satisfaction of the Township and at the sole risk and expense of the owner any or all of the facilities or works including the removal of snow from access ramps and driveways, parking and loading areas, and walkways.

c) The Township may require the dedication of land for park or other recreational purposes, or the payment of money in lieu of land in accordance with the policies of the Official Plan.

d) Where an agreement is a condition of approval, enter onto one or more agreements with the Township which will deal with and ensure:
   i. provision of all the facilities, works or matters referred to in Section 8 a) including the provision of financial securities in respect of the facilities and works;
   ii. The continued maintenance of the works and facilities

9. ADMINISTRATION

a) By-Law Administration

i. This By-law shall be administered by the Director of Development Services or designate.
ii. The Council of the Township of South Frontenac hereby delegates to the Director of Development Services or their designate, the authority to approve Site Plan Control applications.
iii. The Council of the Township of South Frontenac hereby delegates to the Director of Development Services or their designate, authority to approve revisions or amendments to approved site plans and site plan control agreements.
iv. The Mayor and Clerk are authorized to enter into an agreement with the owner of the lands to which an approval of site plan control has been approved by the Director of Development Services or their designate.

b) Pre-consultation & Complete Application

i. In accordance with section 41(3.1) of the Planning Act, the applicant shall pre-consult with municipal staff prior to submission of an application, including plans and drawings.
ii. A site plan control application will not be deemed complete and will not be processed until the application form, fee, plans and drawings and all relevant supporting information identified at the time of pre-consultation is submitted to the satisfaction of municipal staff.

c) Fees

i. The applicant shall pay the Township application fee together with any processing fees as set out in the Township's Planning Fees By-law.

d) Registration of Agreement

i. Any agreement or amendment thereto entered into in accordance with this By-law shall be registered against the title of the land to which it applies.
ii. The agreement or amendment thereto shall be registered at the expense of the owner.

e) Performance Securities

The applicant shall provide securities in cash, certified cheque or letter of credit to guarantee compliance with the conditions of the agreement and satisfactory completion and maintenance of the works required by the agreement and the approved plans and drawings. Where no-off site works are proposed for a one- or two-unit residential dwelling, or addition thereto, securities may not be required.

Where securities are determined to be required, the amount of the security shall be based on the estimated cost of the approved works and shall be calculated as follows:

i. The owner shall submit an estimated cost of the approved works for review and approval by the Township. The cost estimate shall be prepared by a qualified person. The approved cost estimate will form a schedule to the site plan control agreement. The amount of security shall equal 50% of the estimated cost of the on-site improvements.
ii. For all works on Township owned property the amount of security shall equal 100% of the costs of the approved works.

f) Security Release/Reduction

Requests for security release may be submitted to the Township once all required works on the approved plans have been completed and all conditions in the agreement have been met to the satisfaction of the Township.

i. The owner shall submit a written request for security release including; a certificate from a qualified person confirming that all required works have been completed in accordance with the approved plans and the site plan control agreement;
ii. The Township may complete a site inspection to confirm the satisfactory completion of the work;
iii. A maximum of 90% of the security amount will be released
iv. Where deficiencies are identified the security release may be delayed or reduced until the deficiencies have been addressed;
v. The owner shall submit a written request for remaining 10% of the initial security amount with a certificate from a qualified person confirming all works are completed and have been maintained in accordance with the approved drawings and agreement. The 10% will be held for a minimum of one year as a maintenance security to ensure all site works including landscaping are maintained and that any necessary replacements are completed.

f) Financial Security to Remedy Defaults

i. Where the owner has received notice from the Township of defaults with respect to the approved drawings or site plan control agreement the Township may draw on the security to remedy the default.
ii. The Township may apply all or any portion of the financial security toward the payment of the costs and expenses to remedy the default.
iii. Where the Township draws on the financial securities to remedy any default the owner will be charged an administration fee equal to 20% of the costs to remedy the default.

g) Issuance of Building Permits

i. Notwithstanding any provisions of the Building By-law or any other By-law of the Township to the contrary, no building permit shall be issued until the plans and drawings and any such agreements required by the Township have been approved and registered on title.
ii. Nothing in this By-law shall prevent development on any lands subject to this By-law where such development is proceeding in accordance with a valid building permit which was issued by the Township prior to the passing of this By-law.

10. LAPSING OF APPROVAL

a) Site Plan Control approval of all agreements and documents, lapses and is of no force or effect:
   i. Where a building permit is required for the development, at the expiration of five years from the date of approval if no building permit is issued for development, if a building permit is issued but construction has not been completed, or if a building permit has been revoked.
   ii. Where no building permit is required but the Owner has not started development within five years of the date of approval.

b) The lapse of an approval is effective upon the date of giving written notice by the Township of South Frontenac to the Owner by registered mail revoking the approval, or where an agreement has been registered, upon the registration of a notice that the approval is revoked and the agreement is terminated, unless the Township of South Frontenac agrees in writing to an extension. The request for an extension must be submitted in writing by the Owner to the Township of South Frontenac.

11. VIOLATIONS AND PENALTIES

Any person who contravenes any of the provisions of Section 41 of the Planning Act, or its successors thereto, or the provisions of this By-law is guilty of an offence and on conviction is liable to the penalties provided for in Section 67 (1) and (2) of the Planning Act, or its successors thereto.

12. VALIDITY

If any section, clause or provision of this By-law is, for any reason, declared by a Court of competent jurisdiction to be invalid, the same shall not affect the validity of the By-law as a whole or any part hereof other than the section, clause or provision so declared to be invalid. It is hereby declared to be the intention that the remaining sections, clauses and provision of this By-law shall remain in full force and effect until repealed, notwithstanding that one or more provision hereof shall have been declared to be invalid.

13. IMPERIAL VALUES

Only the values provided with metric units of measure which appear in the By-law are official.

14. EFFECT

This By-law shall come into force and take effect on the date of its passing by Council.

Dated at the Township of South Frontenac this 21st day of June, 2022.

Read a first and second time this 21st day of June, 2022.

Read a third time and finally passed this 21st day of June, 2022.

THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC

_____
Ron Vandewal, Mayor

_____
Angela Maddocks, Clerk

Township of South Frontenac

Staff Report

To:	Council
Prepared by:	Office of the Clerk
Date of Meeting:	June 21, 2022
Subject:	**Sydenham Mill Street – Parking Restrictions**

Summary

This report is a follow up to the report presented to Council on June 7, 2022, that was in response to a request for a review of parking restrictions on Sydenham Mill Street and is seeking Council approval to pass Bylaw 2022-61 to implement these changes.

Recommendation

That Council pass By-law 2022-61 being a by-law to amend By-law 2000-01, and to amend parking regulations on the west side of Sydenham Mill Street between Cross Street and George Street.

Background

At the June 7th, Council meeting, Troy Dunlop, Manager of Technical Services and Manager of Technical Services and Infrastructure, presented a report that summarizes the outcomes of an on-street parking review relating to Sydenham Mill Street. As part of this review, a recommendation was presented to amend the parking restrictions on Sydenham Mill Street (west side) to implement a uniform 2 hour limit with time based restrictions from 0800 to 1800hrs.

Discussion/Analysis

Following the report presented and the outline of the criteria presented to Council on June 7, 2022, staff were directed to bring forward a by-law to effect the parking changes proposed for Sydenham Mill Street.

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):

Climate Considerations

☒ Not applicable to this report.

☐ This initiative supports climate change mitigation/adaption efforts in South Frontenac; and/or impacts the Township's resilience to climate change.

Notice/Consultation

Manager of Operations and Fleet

Attachments

By-law 2022-61

Approvals

Submitted By:

Angela Maddocks
Clerk

Approved By:

Louise Fragnito, CPA, CGA
Chief Administrative Officer

TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2022-61

A BY-LAW TO AMEND BY-LAW 2000-01, BEING A BY-LAW TO REGULATE THE USE OF TRAFFIC, PARKING AND STOPPING ON HIGHWAYS AND BRIDGES IN THE TOWNSHIP OF SOUTH FRONTENAC, TO REGULATE PARKING AS OUTLINED IN SCHEDULE "B".

WHEREAS By-law 2000-01 regulates the use of traffic, parking and stopping on highways and bridges under the jurisdiction of the Council of the Corporation of the Township of South Frontenac, pursuant to the Municipal Act, R.S.O. 1990, Ch. 45, as amended and the Municipal Act, 2001, Ch. 25, as amended; and

WHEREAS Council wishes to amend By-law 2000-01 as amended, for the purposes of regulating parking on the west side of (Sydenham) Mill Street from 100m north of the north limits of Cross Street to the south limits of George Street.

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

1. That the attached Schedule "B-5" is hereby added to By-law 2000-01 as amended.

2. This by-law shall come into force and take effect upon the posting of the appropriate speed limit signs.

Dated at the Township of South Frontenac this 21st day of June, 2022.

Read a first and second time this 21st day of June, 2022.

Read a third time and finally passed this 21st day of June 2022.

THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC

_____
Ron Vandewal, Mayor

_____
Angela Maddocks, Clerk

SCHEDULE "B-5"
(By-law 2022-61)

Amended by Deleting from Schedule B as follows:

Highway	From To	Side or Sides	Maximum Period Allowed
Township Road 19 Mill Street (Sydenham)	100 metres north of north limits of Cross St. to south limits of George Street	West Side	1 hour limit 0800hrs to 1800hrs

Replacing with the following:

Highway	From To	Side or Sides	Maximum Period Allowed
Township Road 19 Mill Street (Sydenham)	100 metres north of north limits of Cross St. to south limits of George Street	West Side	2 hour limit 0800hrs to 1800hrs

Township of South Frontenac
Staff Report

To:	Council
Prepared by:	Development Services Department
Date of Meeting:	June 21, 2022
Subject:	**Deeming By-law Application PL-LC-2022-0049, Plan 544, Secker et. al.**

Summary

This report recommends that Council pass a by-law to deem Lots 13, 30, 31, 44, 47, 48 and 49, Plan 544, District of Storrington not to be lots in a plan of subdivision for the purpose of applying 50(3) of the *Planning Act.*

Recommendation

It is recommended that the by-law deeming the properties described as Lots 13, 30, 31, 44, 47, 48 and 49, Plan 544, District of Storrington, Township of South Frontenac not be lots in a plan of subdivision, be passed.

Background

In February 2022, several lot addition consents were approved to enlarge existing lots in a plan of subdivision (Plan 544) on the south side of Loughborough Lake. The existing lots have access from private lanes off Cedar Ridges Lane. The lots took lands from an adjacent Block (Block A) in the subdivision to enlarge them. Several other lots in the plan of subdivision were previously enlarged from these lands.

One of the conditions of the lot addition consents is that a deeming by-law be passed to deem the lots not to be lots within a plan of subdivision. This will ensure that the existing lots and the lot addition lands would be able to legally merge and not be able to be sold separately in the future.

The owners of Lot 13, Lot 30, Lot 31, Lot 44, Lot 47, Lot 48 and Lot 49 on Plan 544 are requesting Council pass a deeming by-law to fulfill the condition of their lot addition consents. Passing the deeming by-law will allow the following to take place:

- A portion of Block A to be merged with all of Lot 13
- A portion of Block A to be merged with all of Lot 30
- A portion of Block A to be merged with all of Lot 44
- A portion of Block A to be merged with all of Lot 47

- A portion of Block A to be merged with all of Lot 48
- A portion of Block A to be merged with all of Lot 49

Related Applications

Block A of Plan 544 is subject to consent applications S-41-21-S, S-42-21-S, S-43-21-S, S-46-21-S, S-47-21-S, S-49-21-S and S-53-21-S for lot additions to the subject lands. The lot addition lands are subject to rezoning application PL-ZBA-2022-0048 to change the zone from Open Space – Public (OS) to Limited Service Residential – Waterfront (RLSW) to permit residential uses to occur on the enlarged lots.

Discussion/Analysis

The subject properties known as Lot 13, Lot 30, Lot 31, Lot 44, Lot 47, Lot 48 and Lot 49, and Block A on Plan 544, are subject to consent applications to add a portion of Block A to each Lot. All of the lots are located on the southern shore of the west basin of Loughborough Lake, between the shore and Cedar Ridges Lane. Each portion of Block A that will be added to the Lots share abutting property lines. Attachment #1 illustrates each of the lots that are subject to this deeming by-law and will be enlarged by lands from Block A.

The consent applications for lot additions were approved by the Director of Development Services through the delegated consent process. Under the Planning Act, whole lots in a plan of subdivision are legally always able to be sold separately from the lands that enlarge it if a deeming by-law is not passed by Council. A condition of each consent application is that a deeming by-law be passed deeming the lot that is proposed to be enlarged to not be a lot in a plan of subdivision to ensure the lands that are being added can legally merge upon registration of the consent. Passing the deeming by-law also helps ensure that the original lot and the lands enlarging it can be described under one Parcel Identification Number (PIN) through the Land Registry Office. This process ensures that a parcel of land intended for a lot addition cannot unintentionally become a new stand alone parcel of land and will stick to the original lot.

Financial Implications

The application fees have been paid for all applications.

The cost of registration of the required documentation will be paid by the applicant.

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): *ENTER SPECIFIC ACTION ITEM HERE*

Climate Considerations

☒ Not applicable to this report.

☐ This initiative supports climate change mitigation/adaption efforts in South Frontenac; and/or impacts the Township's resilience to climate change.

Notice/Consultation

This application did not require consultation.

Attachments

Attachment #1 - Map

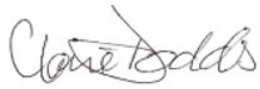
Attachment #2 – By-law 2022-54 - Deeming By-law

Approvals

Prepared by:

Michelle Hannah, Planning Assistant

Submitted By:



Claire Dodds, MCIP, RPP
Director of Development Services

Approved By:

Louise Fragnito, CPA, CGA
Chief Administrative Officer

TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2022-54

BEING A BY-LAW TO DEEM PART OF PLAN OF SUBDIVISION NO. 13M79 NOT TO BE A REGISTERED PLAN OF SUBDIVISION: LOT 13, LOT 30, LOT 31, LOT 44, LOT 47, LOT 48 and LOT 49, PLAN 544, DISTRICT OF STORRINGTON

WHEREAS, section 50(4) of the *Planning Act R.S.O. 1990*, c. P.13, authorizes Council to pass a by-law to designate any plan of subdivision, or part thereof that has been registered for eight years or more, to be deemed not to be a registered plan of subdivision for purposes of the part lot control provisions of section 50(3) of the *Planning Act*.

AND WHEREAS Plan of Subdivision 544 has been registered for more than eight (8) years;

AND WHEREAS Council considers it appropriate and necessary that those parts of Plan 544 described in this by-law be deemed not to be a registered plan of subdivision to facilitate the merging of lands that will be utilized as one property and is developed as a single property for a period greater than eight years.

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

1. THAT Lot 13, Lot 30, Lot 31, Lot 44, Lot 47, Lot 48 and Lot 49, Plan of Subdivision 544, District of Storrington is hereby deemed not to be a registered plan of subdivision for purposes of the part lot control provisions of subsection 50(3) of the *Planning Act*.

2. That the Owner(s) of the lands as of the date of by-law passage shall pay all costs associated with the development, passage and registration of this By-law.

3. That this By-law shall be registered in the Land Registry Office and the Municipality shall be provided with appropriate documentation that the registration has been completed within ten (10) business days of the date of registration;

4. That passage of this By-law shall be deemed to include authorization to legal counsel to register same in the Land Registry Office without further written authorization;

5. That this By-law shall come into effect when registered in the Land Registry Office.

Read this 21st day of June, 2022.

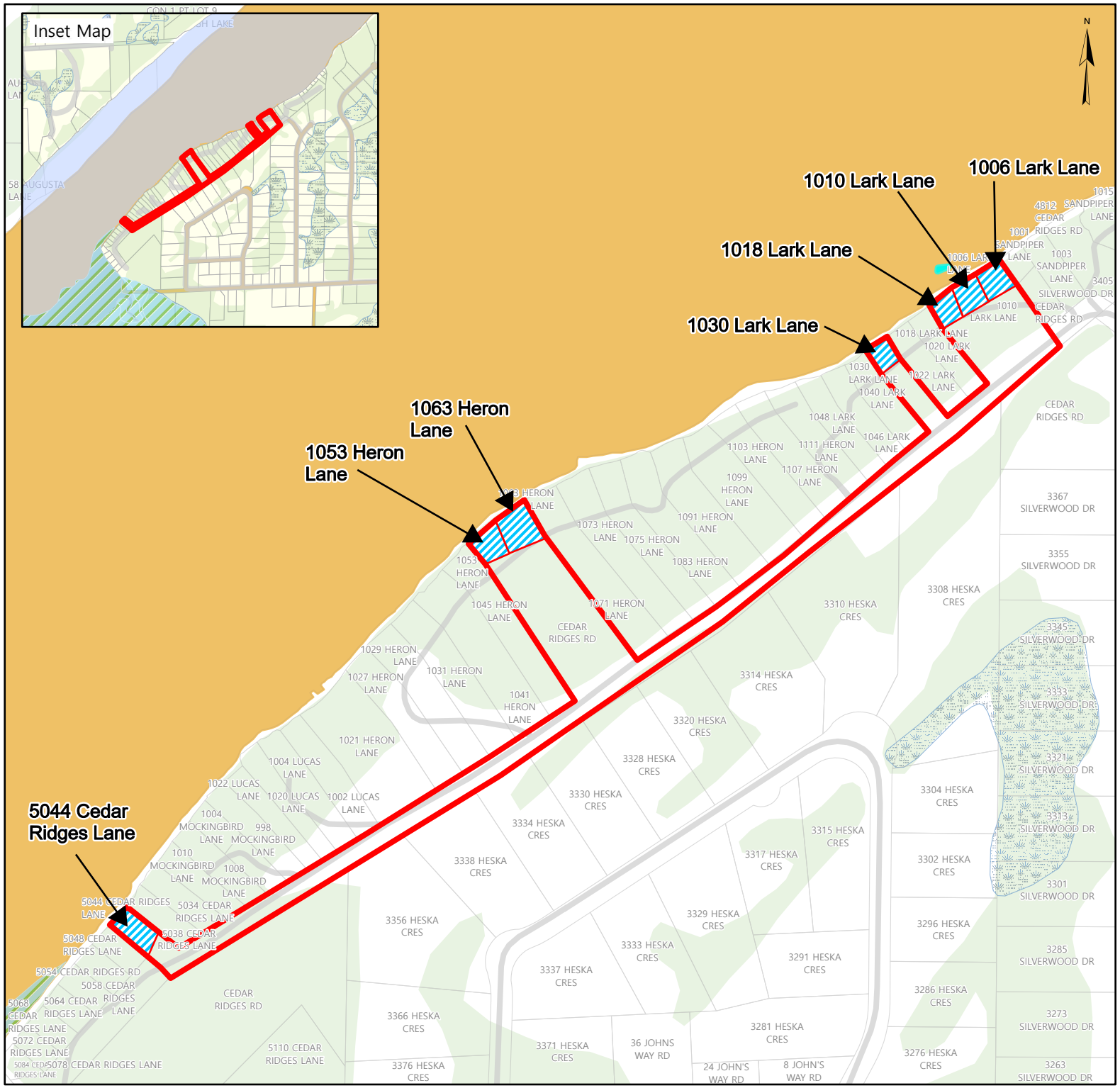
Read a first and second time this 21st day of June, 2022.

Read a third time and finally passed this 21st day of June, 2022.

THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC

_____
Ron Vandewal, Mayor

_____
Angela Maddocks, Clerk



SOUTH FRONTENAC

PL-LC-2022-0049 (SECKER, ET.AL.)

1018 LARK LANE

Legend

- Subject Property
- Proposed Severance
- Assessment Parcel
- Provincially Significant Wetland
- Wetland
- Wooded Area
- Lake Trout Lake - At Capacity
- Lake Trout Lake - Not at Capacity
- Non-Lake Trout Lake - At Capacity
- Waterbody
- Township Boundary
- Road
- Railway
- Lot To Be Deemed

Produced by the Township of South Frontenac under license with the Ontario Ministry of Natural Resources © Queen's Printer for Ontario, 2020.

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

Scale: 1:5,000

0 25 50 100 m

UTM Zone 18 NAD 83

Date: 2022-06-13

Township of South Frontenac
Staff Report

To:	Council
Prepared by:	Public Services Department
Date of Meeting:	June 21, 2022
Subject:	**Stars Corners Intersection – Amendments to Roads and Parking Bylaw 2000-01**

Summary

This report is a follow up to the report presented to Council on April 5th, 2022, regarding the preferred design alternative for the Stars Corners Intersection and is seeking Council approval to pass By-laws 2022-59 and 2022-60 to implement the necessary traffic control and speed changes.

Recommendation

That Council pass By-Laws 2022-59 being a by-law to amend By-law 2000-01, to reduce the speed limit on a section of Yarker Road to 70km/hr.

And That Council Pass By-law 2022-60 being a by-law to amend By-law 2000-01, to implement an all-way stop control at Wilton Road and Yarker Road.

Background

On April 5th, 2022, the Public Services Department presented a report from Jewell Engineering providing the background and preferred design alternative for upgrades to the Stars Corners intersection at Wilton Road and Yarker Road. Upon the conclusion of the report Council passed the following resolution:

Resolution No. 2022-18-08

> *That Council approve the multi-way (4) stop control and reduced speed (60km/hr) zone as the preferred design alternative for the Stars Corners Intersection (Yarker Road and Wilton Road).*
>
> *And That Council direct staff to proceed with the design and construction of the preferred solution; and*

And Furthermore that staff prepare an amendment to the Roads and Parking Bylaw outlining the details for reduced speeds at the approaches to the intersection of Yarker Road and Wilton Road.

Discussion/Analysis

On May 31st, Jewell Engineering completed the Design Brief for the Stars Corners intersection upgrade and submitted the recommended Signage and Traffic Marking Plan. A copy of the documents has been included as Attachments A and B respectively. Its should be noted that all of the engineering findings at the detailed design follow the intent of the preliminary design with the only exception being the recommended posted speed limit on Yarker Road. Jewell Engineering has carried out a review of each leg of the intersection using the Transportation Association of Canada's (TAC) Guidelines for Establishing Posted Speed Limits. Through this review, Jewell Engineering has recommended that a 70km/hr speed limit be placed on the section of Yarker Road between Road 38 and Wilton Road.

With this understanding staff have prepared draft amendments to the Roads and Parking Bylaw to recognize the implementation of an all-way stop control along with a reduced speed limit on Yarker Road. Copies of the draft bylaw amendments are included as Attachment C.

Staff are therefore recommending that Council pass the necessary bylaw amendments to allow the project to proceed.

Financial Implications

The 2022 carry forward budget for this project was $59,342.79 of which there have been $18,862.74 in expenses to date this year. If approved, it is anticipated that the project to install signage, lighting and pavement markings can be completed with the remaining budget available.

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):

Climate Considerations

☒ Not applicable to this report.

☐ This initiative supports climate change mitigation/adaption efforts in South Frontenac;

and/or impacts the Township's resilience to climate change.

Notice/Consultation

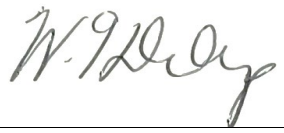
- Clerk
- Financial Analyst
- Manager of Operations and Fleet
- Construction and Technical Services Technologist
- Jewell Engineering

Attachments

1. Attachment A – Stars Corners Four Way Stop Design Brief – Jewell Engineering
2. Attachment B – Stars Corners Signage and Traffic Marking Plan – Jewell Engineering
3. Draft Bylaws 2022-59 and 2022-60

Approvals

Submitted By:



W. Troy Dunlop, C.E.T.
Manager of Technical Services and Infrastructure

Approved By:

Louise Fragnito, CPA, CGA
Chief Administrative Officer

TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2022-60

A BY-LAW TO AMEND BY-LAW 2000-01, BEING A BY-LAW TO REGULATE THE USE OF TRAFFIC, PARKING AND STOPPING ON HIGHWAYS AND BRIDGES IN THE TOWNSHIP OF SOUTH FRONTENAC, TO REGULATE SPEEDS AS OUTLINED IN SCHEDULE "A".

WHEREAS By-law 2000-01 regulates the use of traffic, parking and stopping on highways and bridges under the jurisdiction of the Council of the Corporation of the Township of South Frontenac, pursuant to the Municipal Act, R.S.O. 1990, Ch. 45, as amended and the Municipal Act, 2001, Ch. 25, as amended; and

WHEREAS Council wishes to amend By-law 2000-01 as amended, for the purposes of creating an all-way stop intersection on certain roads under its jurisdiction.

NOW THEREFORE BY-LAW 2000-01 is HEREBY AMENDED BY ADDING TO "SCHEDULE C-2" AS FOLLOWS:

Intersection

Yarker Road and Wilton Road

This by-law shall come into force and take effect upon the posting of the appropriate signage.

Dated at the Township of South Frontenac this 21st day of June, 2022.

Read a first and second time this 21st day of June, 2022.

Read a third time and finally passed this 21st day of June, 2022.

THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC

_____
Ron Vandewal, Mayor

_____
Angela Maddocks, Clerk

TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2022-59

A BY-LAW TO AMEND BY-LAW 2000-01, BEING A BY-LAW TO REGULATE THE USE OF TRAFFIC, PARKING AND STOPPING ON HIGHWAYS AND BRIDGES IN THE TOWNSHIP OF SOUTH FRONTENAC, TO REGULATE SPEEDS AS OUTLINED IN SCHEDULE "A".

WHEREAS By-law 2000-01 regulates the use of traffic, parking and stopping on highways and bridges under the jurisdiction of the Council of the Corporation of the Township of South Frontenac, pursuant to the Municipal Act, R.S.O. 1990, Ch. 45, as amended and the Municipal Act, 2001, Ch. 25, as amended; and

WHEREAS Council wishes to amend By-law 2000-01 as amended, for the purposes of regulating the speed on a section of Yarker Road.

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

1. That the attached Schedule "A-49" is hereby added to By-law 2000-01 as amended.

2. This by-law shall come into force and take effect upon the posting of the appropriate speed limit signs.

Dated at the Township of South Frontenac this 21st day of June, 2022.

Read a first and second time this 21st day of June, 2022.

Read a third time and finally passed this 21st day of June, 2022.

THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC

_____
Ron Vandewal, Mayor

_____
Angela Maddocks, Clerk

SCHEDULE "A-49"
(By-law 2022-59)

Maximum Rate of speed 70 kilometers (45 miles) per hour.

Highway	From	To
Yarker Road	Road 38	Wilton Road

THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC

PW-P02-2017

Engineering Design Services
For the Design of Two Major Intersections

STARS CORNERS FOUR-WAY STOP DESIGN BRIEF

June 15, 2022

This brief accompanies the drawing titled "Stars Corners Four-Way Stop" and outlines the processes and decisions used for the following aspects of the design of the four-way stop control at Stars Corners:

1. Posted Speed Limit Selection
2. Regulatory Signs
3. Warning Signs
4. Pavement Marking

Each aspect is discussed below.

1. Posted Speed Limit Selection

Each leg of the intersection was evaluated using the Transportation Association of Canada's (TAC) Canadian Guidelines for Establishing Posted Speed Limits. The following factors were considered in the evaluation – land use, median separation, road hierarchy, number of through lanes per direction, and length of corridor. The evaluation also considered the risk level for the vertical and horizontal geometry, lane width, roadside hazards, pedestrians, cyclists, pavement surface, intersection density, access density, interchange density, and on-street parking.

According to TAC, the minimum length of speed zone for posted speeds of 70km or higher is 1km. For the purpose of the intersection, 1km of each leg of the intersection was evaluated for recommended posted speeds. Due to the proximity to Road 38 and without significant change in the roadway, the east leg from Stars Corners intersection to Road 38 was evaluated as one zone length of 2km.

Based on the evaluation, Wilton Road north and south of the intersection and Yarker Road west of the intersection remain at a posted maximum 80km/h speed. Yarker Road east of the intersection is reduced to a posted maximum 70km/h speed between Stars Corner and Road 38.

The reduction in posted speed limit east of the intersection does not require adjustments to existing signs, as the required distances are minimums and decrease with a reduction in speed. Regulatory speed signs were placed as required by Ontario Traffic Manuals (OTM) and reflect the change into and out of the new speed zone. Placement of the signs capture the attention of vehicles turning onto Yarker Road from Wilton Road and from side streets such as Quinn Road and Henderson Road yet are close enough to the intersections to indicate the speed limit before vehicles exceed it.

2. Regulatory Signs

Stop signs are installed on Yarker road for the new stopping condition. Due to the collision history at the intersection, oversized stop signs with flashing red beacons were selected for visual emphasis for drivers. This will match the existing oversized stop signs on Wilton Road and create a consistent stop condition between all legs of the intersection. The stop sign is located at a position that allows an appropriate horizontal offset (2m-4m from EP) and offset from the intersecting traffic (1.5m-15m).

For an initial implementation, oversize stop signs and flashing red beacons have been selected for use. It is recommended that upon monitoring the implementation of the four-way stop, should an observation be made that drivers are not following the regulatory stop sign, further driver cues may be added such as transverse rumble strips (as installed on Wilton Road) or “STOP” pavement markings.

3. Warning Signs

Warning signs are used to alert vehicles to the upcoming stop condition. The signs are to be installed on Yarker Road and have been placed using OTM guidelines for minimum distances from the stop condition.

Following OTM guidelines, warning signs to indicate that the stop condition is new are to be installed for 30-60 days. This period is intended to notify vehicles that the intersection has changed, while drivers become familiar with the new condition.

4. Pavement Markings

Pavement markings installation was determined by OTM guidelines. The new stop bars are located as per OTM standards (1.5m-3m from EP of intersecting traffic) and a double yellow line (existing line marking) is to be refreshed for 60m prior to the stop bar.

If you have any questions, please do not hesitate to contact the writer.

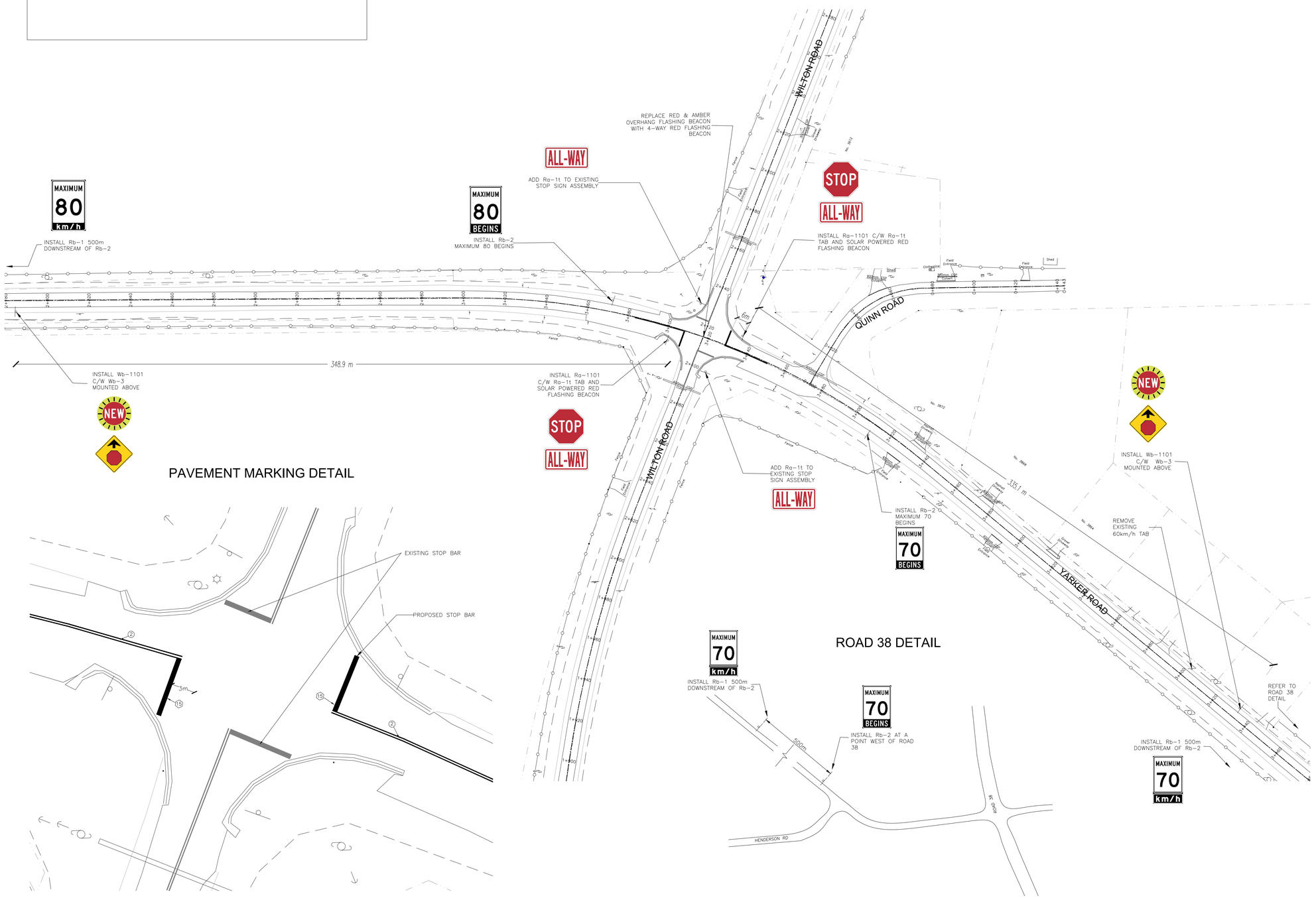
Prepared By:

Melissa Guertin, P.Eng

Stars Corners Four-Way Stop

Construction Notes:

- SIGNS TO BE MOUNTED TO PROVIDE VERTICAL CLEARANCE OF 1.5m FROM OUTER EDGE OF OUTER LANE TO BOTTOM OF PRINCIPAL SIGN, REGARDLESS OF TAB MOUNTED BELOW, AS PER OTM BOOK 1B
- SIGNS TO BE INSTALLED WITHIN 2-4m FROM EP AS PER OTM BOOK 1B
- WB-3 SIGNS TO BE INSTALLED FOR A MINIMUM 30 DAYS, AND REMOVED AFTER A MAXIMUM 60 DAYS
- SIGNS TO BE FABRICATED AS PER OTM BOOK 5 AND BOOK 6



PAVEMENT MARKING DETAIL

ROAD 38 DETAIL

GENERAL NOTES:

ALL INFORMATION TO BE VERIFIED ON SITE PRIOR TO COMMENCING ANY WORK. ANY DISCREPANCIES ARE TO BE REPORTED TO THE CONSULTANT IMMEDIATELY.

ALL UTILITY LOCATIONS SHOWN ON THE DRAWINGS ARE APPROXIMATE. THE CONTRACTOR SHALL CONFIRM THE LOCATION ON SITE AND ASSUME ALL LIABILITY FOR DAMAGE TO ALL UTILITIES.

EXCLUDING THE BENCHMARK AND DESCRIPTION PROVIDED FOR THIS PROJECT, NO OTHER ELEVATIONS ARE TO BE USED AS A REFERENCE ELEVATION FOR ANY PURPOSE.

METRIC NOTE:

ALL DIMENSIONS SHOWN ARE IN METRES OR MILLIMETRES UNLESS OTHERWISE NOTED.

** DRAWINGS ARE NOT TO BE SCALED **

REVISIONS

No.	Date	Description	By
1	31/05/22	ISSUED FOR CLIENT REVIEW	LT

LEGEND

- CULVERT
- DITCH
- TOP OF BANK
- FENCING
- EDGE OF SHOULDER
- EDGE OF PAVEMENT
- CENTERLINE
- UTILITY POLE
- UTILITY POLE ANCHOR
- LIGHT STANDARD
- VEGETATION
- SIGNAGE
- 3 CABLE GUIDE RAIL
- PROPERTY LINE
- (2) PAVEMENT MARKING, SOLID DOUBLE YELLOW, 10cm
- (15) PAVEMENT MAKING, DURABLE, SOLID WHITE, 60cm

JEWELL ENGINEERING

TOWNSHIP OF SOUTH FRONTENAC
STARS CORNERS
FOUR-WAY STOP

SIGNAGE AND
TRAFFIC MARKING PLAN

Drawn by: LT	Project No: 170-9468	
Designed by: MG	Date: 31/05/22	
Checked by: MG	Scale – Hor: Vert:	
Approved by: MG	Contract No:	Drawing No: 1

MUNICIPAL ENGINEERS ASSOCIATION

Office of the President
1525 Cornwall Road
Oakville ON
L6J 0B2

Jun 13, 2022

Municipal Councils of Ontario

Subject: The Retention of Professional Engineers at Ontario Municipalities

---

The purpose of this letter is to stress the importance that municipal engineers play in the successful operation of cities, counties, towns, and townships across Ontario.

The Municipal Engineers Association (MEA) is a non-profit association representing the municipal engineering field in Ontario. We have a membership base of over 1,000 municipal engineers across Ontario who are employed as professional engineers at Ontario municipalities and other provincial agencies serving in the engineering/public works field.

We advocate for sustainable municipal infrastructure practices and our members provide significant input into the development of processes, standards, and specifications for use in municipal infrastructure systems such as drinking water delivery, wastewater collection and treatment, storm water management, waste management and transportation systems.

The MEA has been the proponent for the *Municipal Class Environmental Assessment* process since the mid-1980s. We are also a co-proponent of *Ontario Provincial Standards & Specifications* that many Ontario municipalities use when planning for and tendering municipal engineering projects.

There are a number of examples in various current legislation, where the use of a professional engineer is referenced. Key tasks include roles in transportation, natural resources, health and safety, consumer services, environment, tourism, agriculture, climate change, and energy. It is essential that municipalities consider the appointment of professional engineers, especially within the areas of engineering and public works, to afford municipal councils the appropriate due diligence toward public safety. Unfortunately, we are observing a concerning trend where this is no longer the case.

Professional engineers, through education and practical experience requirements, have the knowledge and foresight to not only understand the 'how' of an issue, but also understand the 'why' behind issues as well. Professional engineers are licensed to practice in Ontario through the *Professional Engineers Act* and are bound by statutory accountabilities, which includes a code of ethics. Under this code, professional engineers are required to act at all times with fidelity to public needs; professional engineers regard their duty to public welfare and safety as paramount.

Professional engineers also provide significant value to municipalities through their understanding of risk management, which assists in lowering exposure to claims against a municipality. With insurance premiums rising every year, it is prudent that municipalities appoint a professional engineer to guide these decision-making processes.

MUNICIPAL ENGINEERS ASSOCIATION

Office of the President
1525 Cornwall Road
Oakville ON
L6J 0B2

As of December 31, 2019, there were 57,134 practicing professional engineers licensed and practicing in the Province of Ontario. Of this number, only 136 professional engineers work for municipalities with a population of 50,000 or less. This represents only 0.2% of licensed and practicing Ontario Professional Engineers being employed by Ontario municipalities serving populations of less than 50,000. Many of these smaller municipalities have a Public Works/Engineering Department head and would benefit by appointing a Professional Engineer.

The vast majority of professional engineers working at Ontario municipalities are employed by larger urban centres having a population greater than 50,000.

For smaller municipalities that do not have the financial resources to employ a full-time professional engineer on their staff, the MEA recommends the appointment of a professional engineer through a licensed consulting firm so that your municipality may meet the needs only a professional engineer can provide.

We would also like to take this opportunity to promote membership in the MEA. There are Ontario municipalities that currently do not have representation in the MEA. If you have a professional engineer(s) on staff and they are not MEA members, we encourage your municipality to have them apply. The MEA offers members access to knowledge, learning and the ability to stay up to date with current industry practices. It truly is great value for a very nominal fee.

On behalf of the MEA, we thank you for taking time to review this letter. Should you have any questions, please reach out to the MEA's Executive Director, Dan Cozzi, P. Eng. at dan.cozzi@municipalengineers.on.ca.

Yours sincerely,

Jason Cole, P. Eng.,
MEA President 2021 - 2022

8 June 2022

Delivered by Email: pwsupport@southfrontenac.net

Public Services Department
South Frontenac Township
4432 George Street
PO Box 100
Sydenham, Ontario
K0H 2T0

Copy to:
Councillor Ron Sleeth (by email)
Mr. Troy Dunlop (by email)

Dear Public Services Department:

RE: Speed limit reduction request – Lower Round Lake Road

On behalf of the vast majority of the residents of Lower Round Lake Road, I am submitting the attached request for a reduction of the speed limit for the entirety of Lower Round Lake Road from the default of 80km/h to 60km/h. Please find attached the completed application form, as well as a petition signed by a majority of the residents (including 44 households with Lower Round Lake Road civic addresses).

My family and I have spoken to almost all of our neighbours over the past week, and there is great concern about the speed at which (some) people drive down this dead-end rural road, and many residents were surprised to learn that the speed limit was currently as high as 80km/h (by default). The road has several sharp turns, and many blind crests that make such speeds unreasonable.

For the last few years the many potholes and rough patches on our road have helped a bit to keep speeds down, although some vehicles still drive dangerously fast. We are concerned that the re-construction of the road this summer, making it smoother, wider and straighter will lead to even faster and more dangerous driving speeds on our road. (As has happened with the section of Round Lake Road that the Township rebuilt two years ago.)

In speaking with our neighbours about this issue, we learned that many residents are quite upset about the high vehicles speeds on the road. We heard from some residents that they no longer walked or cycled on the road, or no longer allowed their children to walk their dogs on the road, out of fear for their safety. Many are concerned that this situation will only get worse when the road is widened and smoothed out.

As a first step to address these concern, we are asking South Frontenac Township to lower the speed limit on our road to 60km/h to:

- Make the road safer for children riding bikes, playing, or waiting for the bus;
- Make the road safer for pedestrians, cyclists, and pets;
- Make the road safer for other drivers;
- Reduce vehicle noise for people, cows and horses.

Thank you for considering this request. If you require anything further in order to process this request, please do not hesitate to contact me by phone or email.

Kindest regards,

Paul Quick

4905 Lower Round Lake Road
Battersea, ON, K0H 1H0
[redacted]

SOUTH FRONTENAC

2490 Keeley Rd, Box 100
Sydenham ON, K0H 2T0
613-376-3027 Ext 4331
pwsupport@southfrontenac.net

Petition for Speed Limit Reduction Consideration

We the undersigned agree with the request for speed limit reduction on Lower Round Lake Rd and have included our name, civic address and phone#.
(name of Road/Street)

Name of Resident	Civic Address	Phone #
Gina-Rae Barclay	4881 Lower Round Lake Rd.	[redacted]
Eric Lalonde	4881 Lower Round Lake Rd	
J. Delvia Sheldrake	4869 Lower Round Lake Road	
Brian Marshall	4831 Lower Round Lake Road	
Debbie Marshall	4831 Lower Round Lake Road	
Jamie Conlin	4731 Lower Round Lake Rd.	
Sarah Platz	4703 Lower Round Lake Rd	
Sarah Amo	4686 Lower round lake Rd	
Cheryl Waller	4687 Lower Round Lake Rd	
Neil Barber	4585 Lower Round Lake Rd	
Greg Elvidge	4569 Lower Round Lake Rd	
Elisha DeLuca Sheldrake	4869 Lower Round lake Road	

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(name of Road/Street)

Name of Resident	Civic Address	Phone #
HAZEL FISHER	45.2 Lower Round Lake Rd	[redacted]
Danielle Desa	4388 Lower Round Lake Rd	
Kiley McFie	4623 Lower Road Lake Rd	
Kori Irving	4787 Lower Round Lake Rd	
Judy Grant	4853 Lower Round Lk Rd	
H Small	4859 Lower Round Lk Rd	
A Dent	4853 L.R.L.R	
Paul Lake	4970 Lower Round Road	
Tom Cleary	4976 Lower Round Lake Road	
Josee Thebault	4976 Lower Round Rd	
Kevin Poole Cory Poole	4996 Lower Round Lake Rd.	

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(name of Road/Street)

Name of Resident	Civic Address	Phone #
Paul Quick	4905 Lower Round Lake Rd	[redacted]
Tracey Taylor	4905 Lower Round Lake Rd Battersea, ON	
John Mercer	4919 Lower Round Lake Road	
Sandra Mercer	4919 Lower Round Lake Rd.	
Doug Brown	4809 Toddle Lane	
Susan Brown	4809 Toddle Lane	
BOB TAYLOR	4955 LOWER ROUND LR	
GARY HARDIE	4967 LRLR.	
Kevin Krzyzanowski	4754 Lower Round Lake Rd	
BARB MATTHEWS	4694 Lower Rd Lake Rd	
Chris Hannah	2920 Lake Rd.	

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(name of Road/Street)

Name of Resident	Civic Address	Phone #
KELLY DANTON	4676 Lower Rounds Lake Road	[redacted]
JAN SARSFIELD	4647 LOWER ROUND LAKE ROAD	
JENNIFER SHARP	4643 Lower Round Lake Road	
ANDREW EVANS	4594 Lower Round Lk. Rd	
Cheryl Clink	4594 Lower Round Lake Rd	
Lee Fillion	4539 Lower Round	
Lindsay Landy	4885 Lower Round	
Josh Landy	" "	
Julie Imrie	4532 Lower Round	
	4532 LOWER ROUND LAKE RD	
	4459 Lower Round Lake Rd	
Debbie	4411 L. Round Rd	

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(name of Road/Street)

Name of Resident	Civic Address	Phone #
Cheryl Lako	4946 Lower Round Lake	[redacted]
Roxanne Ouellette	4965 Lower Round Lake	
Mike Berman	5006 Lower Round	
Danny Seguin	5016 LRLR	
Brian Park	5056 Lower Round	
Mark Preston	4764 Lower Round	
Paula Hogeboom	5054 Lower Round Lake	
Richard Stonier	4862 Lower Round Lake	
Shannon Kenney	4862 Lower Round Lake Rd	

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(name of Road/Street)

Name of Resident	Civic Address	Phone #
Heben Calder	4658 Lower Round Lake Rd	[redacted]
Kara Calder	" "	

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(name of Road/Street)

Name of Resident	Civic Address	Phone #
Kim Dawdy	4958 Lower Round Lake Rd	[redacted]
Dan Dawdy	4958 Lower Round Lake Rd	
Mike + Mel Sleeth	4487 Lower Round Lake Rd	

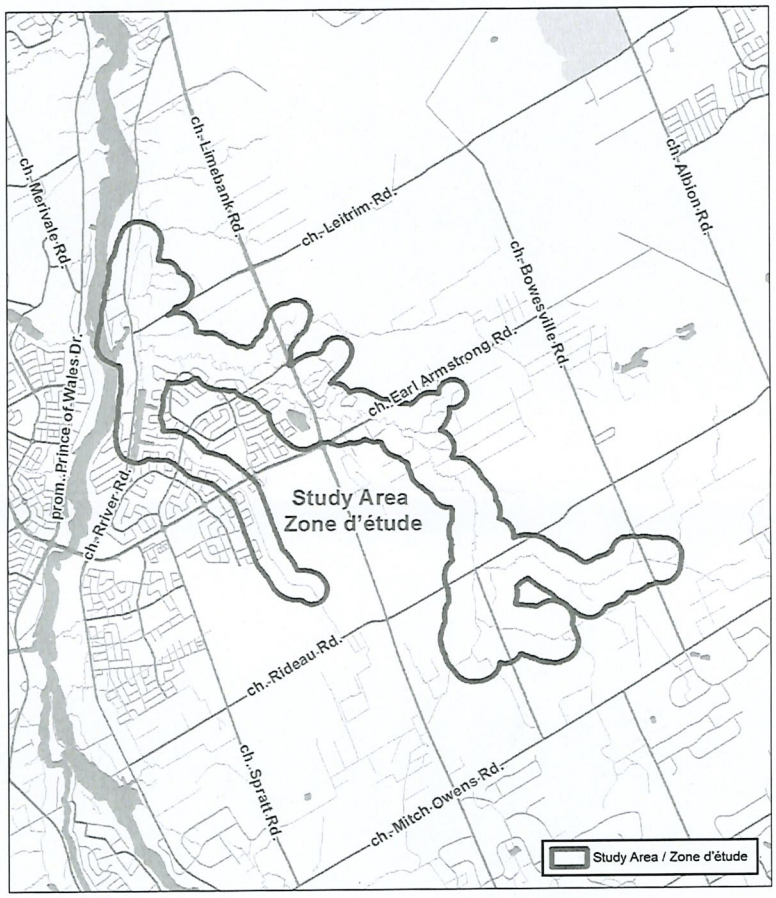
Rideau Valley Conservation Authority

3889 Rideau Valley Drive
PO Box 599, Manotick ON K4M 1A5
T 613-692-3571 | 1-800-267-3504
F 613-692-0831 | www.rvca.ca

Angela Maddocks
Township of South Frontenac
PO Box 100
Sydenham, ON K0H 2T0

Dear Angela Maddocks,

The Rideau Valley Conservation Authority (RVCA) is in the process of amending the mapping schedules used to guide the review of development applications for Ontario Regulation 174/06, *Development, Interference with Wetlands and Alteration to Shorelines and Watercourses* regulation administered within the Rideau Valley watershed under Section 28 of the *Conservation Authorities Act*, 1990 (as amended). The mapping will also be used by the City Ottawa when updating the Official Plan and Zoning Schedules and in the review of development applications under the *Planning Act*.



RVCA has completed a hazard mapping study for Mosquito Creek from Mitch Owens Road to the Rideau River.

The RVCA will host a public open house to present the new hazard land and regulations maps.

Mosquito Creek Hazard Land and Regulations Mapping Open House
Rideauview Community Centre
4310 Shoreline Drive, Ottawa
Tuesday, June 28, 2022
4:30 to 8:00 p.m.

We invite you to attend this open house or review the material available online at www.rvca.ca/mosquito-creek. This public consultation period will conclude on July 29, 2022.

If you have any questions, please connect with an RVCA Resource Specialist at 613-692-3571 (toll-free 1-800-267-3504) ext. 1132 or 1193 or development@rvca.ca.

Yours truly,

Terry K. Davidson, P.Eng.
RVCA Director, Engineering and Regulations

TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2022-62

A BY-LAW TO CONFIRM GENERALLY ALL ACTIONS AND PROCEEDINGS OF THE SPECIAL COUNCIL MEETING OF THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC ON JUNE 21, 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 regular meeting held on June 21, 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 June 21, 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 June 21, 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 21 day of June 2022.

Read a third time and finally passed this 21 day of June, 2022.

THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC

_____
Ron Vandewal, Mayor

_____
Angela Maddocks, Clerk