



Township of South Frontenac Council Meeting Agenda



TIME: 7:00 PM,
DATE: Tuesday, June 6, 2023
PLACE: Council Chambers/Virtual Via Zoom .

1. Call to Order
 - a) Resolution
2. Declaration of pecuniary interest and the general nature thereof
3. Approval of Agenda
 - a) Resolution
4. Scheduled Closed Session
5. Recess
6. Public Meeting
 - a) Resolution - Public Meeting to Order
 - b) Notice of Collection 4
 - c) **Public Meeting:** The Council of the Township of South Frontenac will host a public meeting at 7 pm on June 6, 2023 regarding proposed amendments to Bulk Water Rates (By-law 2009-08) 5 - 21
 - d) Resolution - Close Public Meeting
7. Delegations
 - a) Alan Revill will be present to speak to Council regarding short term rental accommodations. 22 - 44
 - b) John Kemp will be present to speak to Council regarding short term rental accommodations. 45 - 63
8. Briefings
9. Approval of Minutes
 - a) Resolution 64 - 70
10. Reports Requiring Action
 - a) Property Disposition 1017 Irish Lane (LeClair) 71 - 74

Recommendation:

That Council support, in principle, the transfer of the lands intended to be Transferred to Terry LeClair in 2004; and

That Council direct staff to prepare a subsequent report and by-law once the lands have been surveyed.

- b) 2023 Private Lane Upgrade Assistance Program 75 - 80

Recommendation:

That Council approve the grant subsidies for the 2023 Private Lane Upgrade Assistance Program for the initial 32 recipients as outlined in the June 6th, 2023 report totalling \$135,885.84.

11. Advisory Committee Reports or Minutes

- a) **Recreation & Leisure Services Committee** 81 - 84

- a) Summer Program Updates and Recommendations for 2024

Note: The following report was presented to the Committee on May 25, 2023.

Recommendation:

That the Recreation & Leisure Services Advisory Committee provide the following recommendation to Council:

That Council approve the expansion of the Day Camp program to the McMullen Beach Site with space for 25 campers for 2024; and

That Council endorse the extension of the recruitment and retention plan for qualified Swim Instructors and Lifeguards into 2024.

12. Reports Requiring Approval of By-laws

- a) RC-21-07 (Badura) –Application to stop up, close and transfer a portion of an Unopened Road Allowance between Concessions 9 & 10, Lot 19; Storrington 85 - 91

Recommendation:

That By-law 2023-47 being a by-law to stop up, close and transfer Part 1 Plan 13R22865, being a portion of the unopened road allowance between Concessions 9 & 10, Lot 19, Township of South Frontenac be given first and second reading; and

That By-law 2023-47 be given third reading, signed and sealed.

- b) Property Disposition – 2041 Eel Bay Road (Thake) 92 - 96

Recommendation:

That By-law number 2023-48, being a By-law to stop up, close and transfer ownership of Parts 14, 15, 16, 17 and 20 13R13072 being a portion of road allowance, be given first and second reading; and

That By-law number 2023-48 be given third reading, signed and sealed.

- | | | |
|----|---|-------------|
| c) | LCS-2023-01 (1059873 Ontario Ltd.) (Matias) Licence Agreement Application, 0.3 metre reserve, Willowbrook Subdivision, Phase 2, Storrington | 97 -
101 |
|----|---|-------------|

Recommendation:

That By-law 2023-49 being a By-law to direct the Mayor and the Clerk to enter into a Licence Agreement with the applicant for the 0.3 metre reserve on Willowbrook Drive, Block 12 on Plan 13M105 be given first and second reading; and

That By-law 2023-49 be given third reading, signed and sealed.

- | | | |
|----|---|--------------|
| d) | Zoning By-law Amendment Application - PL-ZBA-2023-0040, 5006610 Ontario Ltd (Tchegus, Way, Babcock), 2496 Rutledge Road | 102 -
108 |
|----|---|--------------|

Recommendation:

That By-law 2023-50 to amend the zoning on lands known as 2496 Rutledge Road, Part of Lot 7, Concession 5, District of Loughborough, Township of South Frontenac be given first and second reading; and

That By-law 2023-50 be given third reading, signed and sealed.

13. Reports for Information

- | | | |
|----|---|--------------|
| a) | Award of Tender # PS-2023-04 Traffic Sign Inventory & Retro-Reflectivity Testing | 109 -
111 |
| | <ul style="list-style-type: none"> • This report provides background on the budget and award of contract for the annual traffic sign inventory and reflectivity testing. | |

14. Committee of the Whole15. Information Items

- | | | |
|----|---|--------------|
| a) | Correspondence received from Rideau Valley Conservation Authority | 112 -
166 |
| b) | Correspondence received from Gloucester Pool Cottagers' Association regarding Unregulated Floating Homes: Briefing for Municipalities | 167 -
174 |

16. Notice of Motions17. Rise and Report regarding County Council and External Boards18. Announcements/Statements by Councillors19. Closed Session (if requested)20. Confirmatory By-law

- | | | |
|----|------------|-----|
| a) | Resolution | 175 |
|----|------------|-----|

21. Adjournment

- | | | |
|----|------------|--|
| a) | Resolution | |
|----|------------|--|

Natural, Vibrant and Growing - A Progressive Rural Leader
Please contact the Township Clerk at jthompson@southfrontenac.net regarding questions related to the agenda.

Notice of Collection

- Personal information, as defined by the *Municipal Freedom of Information and protection of Privacy Act (MFIPPA)*, including (but not limited to names, addresses, opinions and comments, is collected under the authority of the *Municipal Act, 2001, Planning Act* and in accordance with *MFIPPA*.
- All personal information may form part of the meeting agendas and minutes, and therefore will be made available to members of the public at the meetings, through requests, and through the website of the Corporation of the Township of South Frontenac.
- Questions regarding the collection, use and disclosure of this personal information may be directed to the Township Clerk.



**SOUTH
FRONTENAC**

**Proposed Amendment to
Miscellaneous Water Service Charges
(Schedule B of By-law 2009-08)**

Tuesday, June 6, 2023
7:00 p.m. Council Meeting

Background:

- August 2020 – Township Council endorsed the installation of a new bulk water filling station beside water tower on Stagecoach Rd. Compact design for filling 1,000L totes and 20L jugs only.
- 2021 – Township purchased a BIRKSCO Aqualoader unit and pre-prepped the site for electrical, mechanical and communications
- 2022 – Installation of unit delayed pending investigations on alternate payment systems
- 2023 - Bulk water station to be installed with cashless system activated with re-loadable FOB cards which may be purchased by residents.

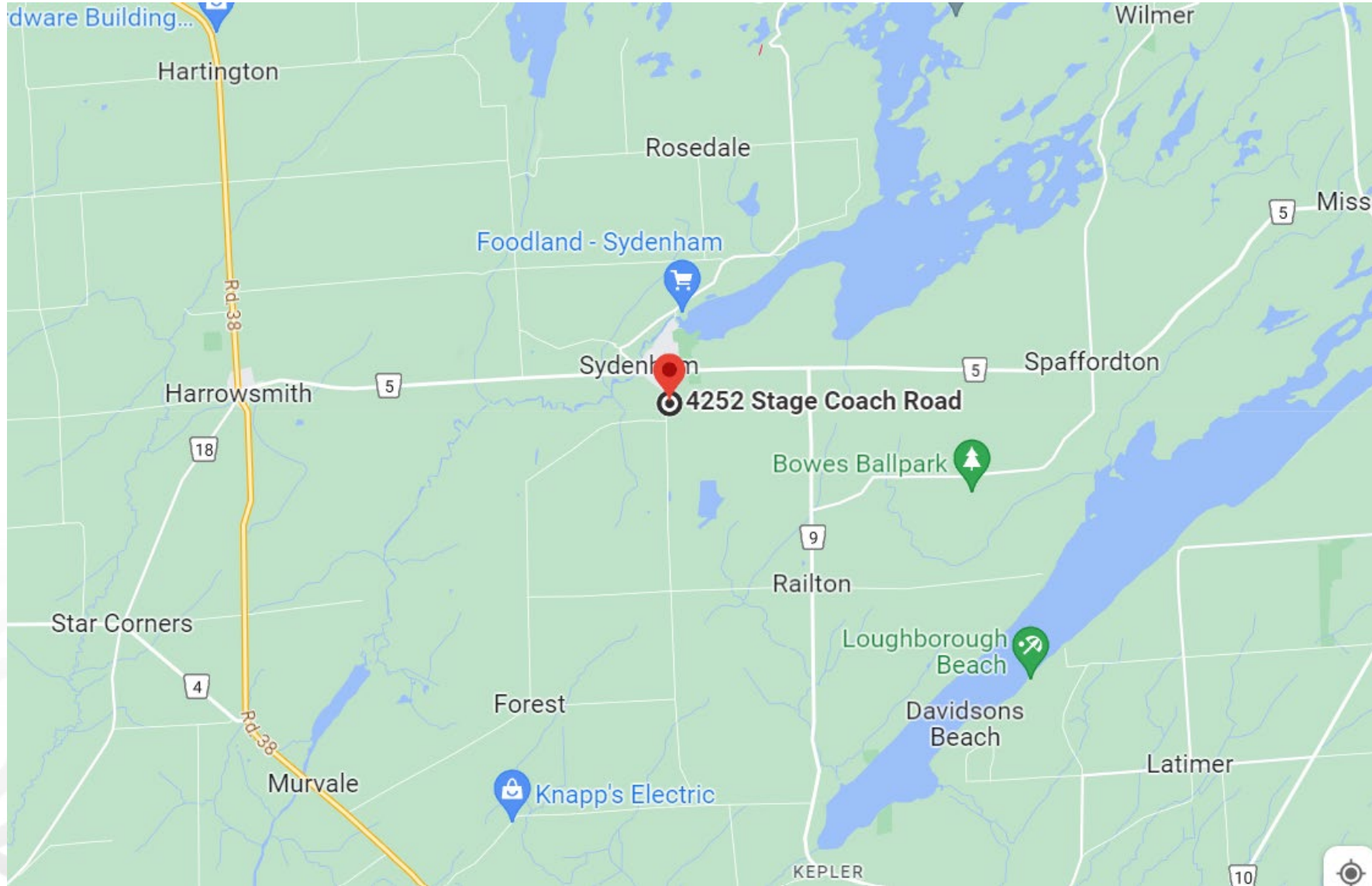


Background (continued):

- Township had an established bulk water rate within its By-Law back in 2009 however there was no past history of bulk water sales
- Bulk water rate in 2009 By-Law is 14 years old and no longer reflective of current market conditions



Location – Bulk Water Station (Sydenham)



Site Detail – 4252 Stagecoach Road:



Similar Installation / Larger Unit (City of Kingston):



Bylaw 2009-08

Existing Bulk Water Rate Structure:

- 2009 bulk water rate is set under Schedule B Item 6
- Annual Fixed Charge of \$50 for users
- Commodity charge of \$0.25 per cubic meter



Review of Bulk Water Rates in Neighbouring Municipalities

- City of Belleville - \$2.75 per cubic meter
- City of Kingston - \$2.27 per cubic meter (actively under review)
- Greater Napanee - \$2.00 per cubic meter
- Comparators are anywhere from 8 to 11 times higher than the current (2009) bulk water rate for South Frontenac
- None of the Comparators had an annual account charge

Bylaw Amendment 2023-XX

Proposed Bulk Water Rate Structure:

- Bulk water charge of \$2.25 per cubic meter (1,000L)
- No Annual Charge
- Initial reloadable FOB device – No Charge
- Replacement FOB Device - \$25.00



Notifications:

- Initial Report to Council on May 2, 2023, provided direction to hold a public meeting on Bulk Water Rates on June 6, 2023
- Public Meeting – Advertised over 4 weeks in Frontenac News Banner in accordance with Provision of Notice Bylaw (2016-73)
- Members of the public were invited to submit comments to the Director of Public Services by phone or email ahead of the Public Meeting up until 4:30pm on June 5, 2023
- Status / summary – No written comments received prior to the meeting.



Questions?



Township of South Frontenac

Staff Report



To: Council

Prepared by: Public Services Department

Date of Meeting: June 6, 2023

Subject: **Public Meeting Regarding Amendments to Bulk Water Rates (Bylaw 2009-08)**

Summary

Public Services staff completed a review of bulk water rates in support of a newly proposed bulk water filling station proposed at the water tower site on Stagecoach Road. As part of the fee review, research was undertaken to examine the fees that are currently being charged by other municipalities at bulk water filling stations serving local markets near South Frontenac. Staff will bring a recommendation report regarding amendments to the Water Services Charges Bylaw (By-law 2009-08) at a future meeting.

Recommendation

This report is for information only.

Background

At the May 2nd, 2023, meeting of Council, staff presented an initial report regarding the proposed amendments to the Water Services Charges Bylaw. Council provided comments and feedback and directed staff to proceed with a public meeting. As per the Township's Notice Provision By-law No. 2016-73, Schedule 9 states that before passing a bylaw, the municipality shall hold at least one public meeting at which any person who attends has an opportunity to make representation with respect to the matter. Staff have followed the mandatory notice requirements and have published notice for the public meeting on the Township's website and in the weekly banner.

Following consideration of the May 2, 2023, report, Council approved the following resolution (Resolution # 2023-20-08):

"Moved by Councillor Trueman

Seconded by Councillor Leonard

That Council approve the Bulk Water Rates for 2023 in principle; and

That Council direct staff to hold a public meeting on June 6, 2023, in accordance with By-law 2016-73, regarding the proposed amendments to the Schedule of Miscellaneous Water Service Charges.

Carried.

Discussion/Analysis

The Township currently establishes the water service charges in South Frontenac through By-laws 2015-34 and Bylaw 2009-08. Schedule B of Bylaw 2009-08 prescribes the rates

for “Miscellaneous Water Service Charges” and sets the current bulk water rates. Refer to Table 1 below:

Table 1 – Current Bulk Water User Charges

Bylaw 2009-08, Schedule B	User Rate
Item 6 – Bulk Water User Charge applicable when customer takes water on a bulk water basis. (includes commercial water hauling operations).	Annual fixed charge \$50 Commodity Charge \$0.25/m ³

The original bulk water rates set under Bylaw 2009-08 were established by the Township in February of 2009, and have remained unchanged since the original date of adoption. Based on discussions with Utilities Kingston, it appears that there have not been any sustained water hauling sales in recent history and this is likely due to water system’s limitations on providing service to large water haulers.

Public Services staff have researched bulk water filling stations in nearby municipalities and have examined the rate structures for similar stations targeted toward customer looking to fill smaller totes (typically 1,000L). A summary of the bulk water charges from nearby municipalities is found in Table 2 below:

Table 2 – Bulk Water Charges (Medium Fill Station) in Nearby Municipalities

*Municipality	Bulk Water Rate
City of Belleville	\$2.75 per cubic meter
City of Kingston	\$2.27 per cubic meter (Note: discussions are ongoing regarding a 2023 increase)
Greater Napanee	\$2.00 per cubic meter

*Note: Other municipalities contacted in the area did not have similar medium scale fill stations.

The new water filling station is a low maintenance asset however there will be operating costs for service and maintenance of the station. Some key maintenance activities will include:

- Routine inspections of the equipment to ensure proper operations
- Annual inspection and service of backflow prevention devices included in the station
- Service and maintenance of the internal heating and thermostat systems; and
- Calibration and maintenance of internal metering systems.

Discussions with Utilities Kingston have indicated that operating costs are expected to be low in the initial year however service fees will need to be discussed in part with the 2024 service contract review after observing the initial year of operations. Bulk water revenues

are not expected to off-set operating costs until a significant customer base has been established. Staff are therefore recommending that the bulk water rate be set at or below our closest neighbour at the City of Kingston. A copy of the proposed rate structure may be found in Table 3 below:

Table 3 – Proposed Bulk Water Rates (2023)

Item	Current Rate (2009)	Proposed Rate (2023)
Bulk Water User (Commodity) Charge	\$0.25 per cubic meter (1,000L)	\$2.25 per cubic meter (1,000L)
Annual User Fee	\$50.00	(Eliminate fee)
Initial FOB Device Deposit	N/A	\$0
Replacement FOB Device	N/A	\$25.00

Public Comments

No comments have been received from the public as the time of writing of this report.

Financial Implications

Bulk water sales (and revenues) have not been a part of municipal operations in recent history despite the presence of the fee structure established in 2009. Township staff are currently recommending that the new bulk water station in Sydenham be operated with rates that are otherwise reflective of local market conditions. Staff are currently recommending that a rate of \$2.25 per cubic meter be applied.

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

The Township's initiation of a new bulk water program in 2023 will provide new and additional services to the rural residents of South Frontenac. Having potable water sales offered locally, will provide residents, businesses, and farmers with new options to purchase bulk drinking water, for a nominal fee during periods of extended drought or rural water shortages. These initiatives therefore support further efforts to adapt to climate change.

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

- Director of Corporate Services & Treasurer
- Utilities Kingston
- Clerk

Attachments

Attachment 1 – By-law 2023-XX “A Bylaw to amend Schedule B of the Water Services Charges By-law 2009-08

Approvals

Submitted By:

Reviewed By:



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

Kyle Bolton, C.E.T.
Director of Public Services

Approved By:



Louise Fragnito, CPA, CGA
Chief Administrative Officer

**TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2023-XX**

**A BY-LAW TO AMEND BY-LAW 2009-08, AS AMENDED, TO REPLACE
SCHEDULE B**

WHEREAS the Municipal Council of the Township of South Frontenac deems it expedient to amend By-law 2009-08, as amended as it relates to the replacement of Schedule B for the purposes of updating bulk water rates.

**NOW THEREFORE THE TOWNSHIP OF SOUTH FRONTENAC BY ITS COUNCIL,
HERBY ENACTS AS FOLLOWS:**

1. THAT Schedule B of By-law 2009-08 be deleted in its entirety and replaced with Schedule B of By-law 2023-XX dated June XX, 2023.
2. THIS BY-LAW shall come into force and effect on July 1st, 2023.

Dated at the Township of South Frontenac this XXth day of June, 2023.

Read a first and second time this XXth day of June, 2023.

Read a third time and finally passed this XXth day of June, 2023.

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

Ron Vandewal, Mayor

James Thompson, Clerk

SCHEDULE B**BY-LAW 2023-XX****SOUTH FRONTENAC TOWNSHIP****SCHEDULE OF MISCELLANEOUS WATER SERVICE CHARGES**

1.	Water Service Permit	Per Connection \$25.00
2.	Water Service Inspection	Per Connection \$25.00
3.	Water Meter	Residential \$150.00 ICI – Cost of meter plus \$50 administration fee
4.	Water Meter Testing at customer's request	Regular hours \$25.00 After hours \$75.00
5.	Turning Water Service On/Off for maintenance or repair	Regular hours \$25.00 After hours \$75.00
6.	Bulk Water User (Commodity Charge)	\$0.25 per cubic meter (1,000L)
7.	Bulk Water FOB Device	Free (property owner account)
8.	Bulk Water FOB Device (Replacement)	\$25.00

Short Term Rental Overview

Presented by: Alan Revill

June 6, 2023

Terminology

Short Term Rentals (STRs), a rapidly growing business worth hundreds of millions of dollars in Ontario alone, are also known as:

- ▶ Short Term Accommodations
- ▶ Vacation Rental Units (Niagara on the Lake)
- ▶ Home Sharing (Province of Ontario)

What are Short Term Rentals (STR)?

- ▶ Short Term Rentals (STRs) are typically renting all or part of a principal dwelling
- ▶ May also include secondary suites or as common in South Frontenac seasonal dwellings represent the highest number
- ▶ STR definitions often suggest renting no more than 27 days but frequently a few days at a time

Advantages

- ▶ Provide a wider array of accommodation options
- ▶ More flexibility in length of stay
- ▶ With more visitors to South Frontenac there could be benefit to business
- ▶ An STR as a single dwelling may be more enjoyable than crowded resort



Are STRs a Problem?

- ▶ Like many municipal issues there are a limited, but growing number of STRs where conflict with neighbours is becoming a significant problem and are hurting the image of responsible hosts and the STR industry.
- ▶ To date I have not been personally affected, but there is a speaker to follow me and I have several depositions to file with you that will outline the impact of an adjoining STR on their lives.
- ▶ This is why I care about the issue.

Disadvantages

- ▶ With frequent turnover, new guests are excited to try everything on day one
- ▶ Dedicated STRs are often unsupervised
- ▶ Can lead to high noise levels
- ▶ Campfires during fire bans



Disadvantages (cont'd)

- ▶ Extra unregulated garbage and recycling
- ▶ Overcrowded parking -may disrupt traffic
- ▶ Trespassing
- ▶ Fireworks outside of approved times



Other Concerns

- ▶ Increased sewage volumes that threaten the environment
- ▶ Existing taxpaying RRC's unable to compete in shoulder season
- ▶ Lack of concern for neighbours, at residences & waterfront
- ▶ Disproportionate share of wear & tear on private lanes

Liability

- ▶ The municipality may well owe a duty of care to guests to ensure they have a safe place to rent, particularly if there have been complaints about an STR to the Township.
- ▶ A quick search identifies three lawsuits filed against hosts for injuries suffered on site; it would not take much imagination to expect a plaintiff to name a municipality as being negligent particularly following an injury due to a fall from a spiral staircase.



Numbers in South Frontenac

- ▶ While it is difficult to provide precise numbers every indication is that STRs in South Frontenac are growing exponentially: over 200 as of October 2019; over 1000 as of May 2023
- ▶ Platforms to rent STRs include airbnb, VRBO, Kayak, Cottage life, Booking.com, Trip Advisor and Home Away as well as lesser-known sites for this activity such as Expedia, Kijiji, Home to Go, E Bookers and Sublet.



Municipal Response

- ▶ A partial review in Ontario confirms that:
 - there are more than 70 municipalities that have put some level of regulation in place
 - a larger number that are actively considering their response

***So, should South Frontenac also choose to do so,
new ground would not be broken.***

Regulation by Municipal Government

- ▶ After review, The Town of Blue Mountains passed amendments to their OP and Zoning By-law
- ▶ OMB ruled in favour of the Town finding that the Town acted legitimately and within its authority
- ▶ It further found that resident complaints were well founded and that it was reasonable that to avoid incompatibility, STAs could be restricted to prescribed zones



Regulation (cont'd)



- ▶ In an LPAT decision (Hodgart vs City of Toronto), the Tribunal Ruled in support of the city that STRs could only operate in the owner's principal residence.
- ▶ Among other findings, the Tribunal finds that if even one dwelling (as a dedicated STR) operates as and exhibits a commercial use of land, that it changes the character of a neighbourhood. The Tribunal dismissed the Appeal.
- ▶ The City of Niagara Falls allows VRUs in Commercial zones but prohibited them in residential areas without a zoning change.
- ▶ The Ontario land Tribunal dismissed the appeal and upheld the City documents.

Provincial Response



The Province acknowledges some of the responses that can be used in the [“Home- Sharing Guide for Municipalities”](#):

- ▶ Limit Home sharing to principal residences
- ▶ Limit the number of days a unit can be rented
- ▶ Cap the number of consecutive days a unit can be rented
- ▶ Cap the number of days per year that a unit can be rented
- ▶ Restrict the number of guests
- ▶ Limit the use to certain areas by zoning

Effect on Property Values

- ▶ I have talked with two local realtors:
 - both of who have identified their aversion to living beside an STR
 - one who had a specific difficulty selling one of their listings located beside an STR
- ▶ Neighbour property values may be depressed. Potential for requests to MPAC for assessment appeals.



Option 1 - Do Nothing

- ▶ Does nothing to support residents where conflicts with an adjoining or nearby STR have arisen without resolution.
- ▶ Existing By-laws and normal enforcement measures are largely ineffective to curb most of the negative activity.
- ▶ As an unregulated Township, it may become a magnet for greater investment that would only intensify all of the disadvantages that have been identified.

Option 2- Limited Response

- ▶ The Township of Brock took this approach to strengthen their Noise, Burning and Fireworks By-laws as well as implementing a new Public Nuisance By-law
- ▶ This option would require a more robust By-law enforcement with the only off setting revenue being AMP's fines
- ▶ It would also rely on timely support from our OPP partner
- ▶ Education campaign for Hosts may be of benefit

Option 3- Enact an Interim Control By-law

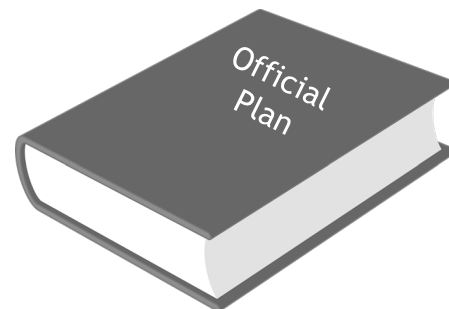
- ▶ Prohibit any new STRs while other next steps are considered
- ▶ This planning approach was taken by the Town of Blue Mountains and upheld by the OMB
- ▶ It would not affect existing STRs, so enhanced By-law enforcement to curb negative behavior would still be relevant as previously mentioned

Option 4- Regulations

- ▶ This is the most common and perhaps most effective measure to gain control of this growing industry.
- ▶ There is a full spectrum here with simple regulations at one end and more robust regulations including licensing with full AMP penalties and may include a Municipal Accommodation Tax.

New Official Plan

- ▶ It would be appropriate to ensure that enabling provisions are included in that document so that specific sections can be included in the new Zoning By-law that is likely a year and a half away.
- ▶ Consideration should be given to introducing amendments to both documents now in order to have the tools in place to respond to community concerns around problem locations within the next few months.



Summary

- ▶ The adjudicative bodies have supported appropriate regulations
- ▶ The Province recognizes a range of regulatory measures
- ▶ Growth of this commercial activity is increasing dramatically
- ▶ Many Ontario Municipalities have or are considering regulations
- ▶ Modest benefits from STRs to the Township
- ▶ Many obvious disadvantages and some less obvious

Once the genie is out of the bottle,
it is very difficult
to put them back in!



QUESTIONS



Living Beside a Short Term Rental

Presented by: John Kemp

June 6, 2023

Introduction:

- ▶ My name is John Kemp
- ▶ My wife, Tracey Mallen, and I are long time residents of South Frontenac
- ▶ I have lived in South Frontenac since 1997 and my wife since 2005
- ▶ We currently reside in the vicinity of Frontenac Provincial Park with our puppy, Stella, and our cat, Claire

Purpose:

- ▶ I am here this evening to present a factual account of our experience living beside a Short Term Rental (STR)
- ▶ My hope is that our experience, along with those of other community members, will demonstrate the need for swift action on the part of Council

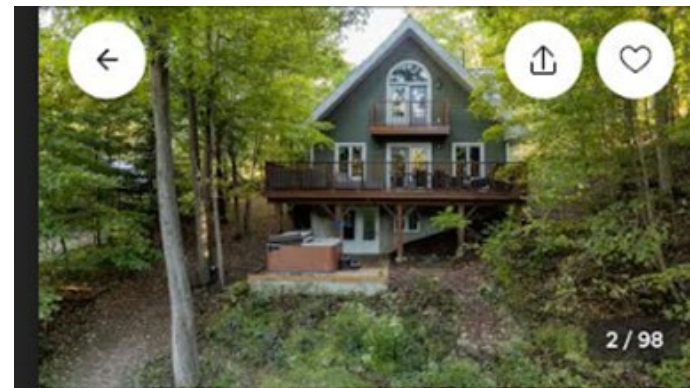
Background:

- ▶ The house to the East of ours operated intermittently as an STR for approximately 10 years, until May 2021. The property owner lived in the house and rented when they were away.
- ▶ The house to the West of us has been operating as an STR for 7 months, since October 2022. The property owner lives in Toronto or the UK?
- ▶ This presentation will focus on our experience over the last 7 months.

Fact #1: October 2022

New airbnb listing in South Frontenac:

- ▶ 3 bedroom home (with septic designed for normal use/entertaining for a family of 4) being offered as “sleeps 12 people for \$600/night”



Salmon Lake Spacious Family House

1 review · South Frontenac, Ontario, Canada

Fact #2: November 5, 2022

- ▶ We were in Kingston when we received a text from a neighbour asking if we were having a party because it was so noisy
- ▶ Arrived home to very loud yelling, from the outdoor hot tub to the deck and from the outdoor hot tub to the indoor sauna
- ▶ 9 cars and 4 dogs; could not count the people

No report was made either to By-law or OPP as we were still unaware at this point of what resources were available to us

Fact #3: November 27, 2022



- ▶ Arrived home to find firewood stolen
- ▶ Reported to By-law Enforcement Office
- ▶ Reported to OPP

Fact #4: December 5, 2022

- ▶ Hooded people with flashlights on our property
- ▶ Verified the trespassers were staying at the airbnb next door
- ▶ Reported to By-law Enforcement Office
- ▶ Reported to OPP the next day



Fact #5: March 11, 2023

- ▶ Arrived home to find evidence of trespassing and damage on our property
- ▶ Verified the trespassers were staying at the airbnb next door
- ▶ Reported to airbnb Complaints- no response
- ▶ Reported to By-law Enforcement Office
- ▶ Reported to OPP



Fact #6: March 19, 2023

- ▶ 5 guys in the hot tub in the afternoon, 2 decided to get up facing our dining room window, drop their swim trunks and relieve themselves while smiling at our “No Trespassing- Under 24 Hour Surveillance” sign
- ▶ Reported to By-law Enforcement Office
- ▶ Reported to OPP

Fact #7: Numbers are Growing Exponentially

- ▶ In a presentation to Council on November 2021, it was reported that there were approximately 240 listings in South Frontenac on the airbnb platform alone as of August 2021
- ▶ As of October 13, 2022 there were over 700 listings
- ▶ As of December 22, 2022 there were over 825 listings
- ▶ As of May 31, 2023 there were over 1000 listings

240+ – 700+ – 825+ – 1000+ – ???

Fact # 8: Unregulated STRs lead to trouble for neighbours...

- ▶ 3 bedroom home
- ▶ Septic designed for normal use/entertaining for a family of 4
- ▶ Maximum advertised occupancy: 12 people + pets
- ▶ October 2022: \$600/night
- ▶ May 31, 2023: \$175/ night



THIS IS A PARTY HOUSE! airbnb knows it! The owner knows it!

Fact #9: It's not just the STR owners...

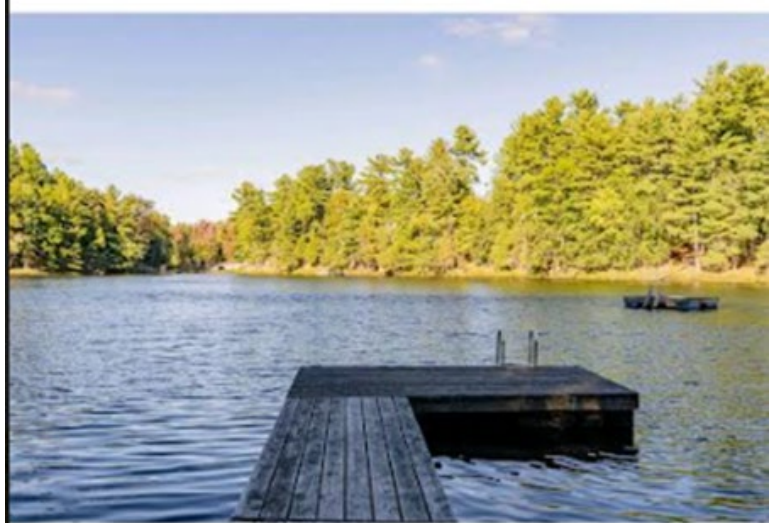
- ▶ May 11, 2023: we discovered photos of our home, dock, and raft as well as our neighbours dock, boats, and boathouse included in the listing
- ▶ I contacted airbnb over 15 times to have the photos taken down with no response/action
- ▶ Some, but not all, photos were taken down after I contacted the OPP on May 23, 2023



Boat & other water sports



"Experience the ultimate waterfront living with our private dock, perfect for... [read more](#)



"Enjoy exclusive access to the beauty of the lake with our private dock, offering the... [read more](#)



"Our private dock provides the perfect place to soak up the sun, relax and recharge... [read more](#)

There's More!

We've also experienced:

- ▶ *Fireworks outside of approved times*
- ▶ *Large, unattended fires during total fire bans (reported to 911)*
- ▶ *Property damage from uncontrolled dogs (tracks through fresh cement)*
- ▶ *Dock used and damaged by "guests" after they watched us go out on our boat*
- ▶ *Using our dock because "we like your ladder better"*
- ▶ *Using our driveway during the winter when the rental driveway is not cleared*

I am not here to shut down STRs but...

Is Council willing to protect and preserve the quality of lives of the people who:

- *live in the community?*
- *support local charities?*
- *volunteer in the community?*
- *support local businesses?*

Strict regulation is critical to protect South Frontenac and South Frontenac residents!



*Thank
You*

Minutes of Council
May, 16, 2023



Township of South Frontenac Council Meeting Minutes



Meeting #21

Time: 7:00 p.m.

Location: Council Chambers / Virtual via Zoom

Present: Mayor Ron Vandewal, Ray Leonard, Steve Pegrum, Doug Morey, Charlene Godfrey, Norm Roberts, Randy Ruttan, Ron Sleeth, Scott Trueman

Staff: Louise Fragnito - Chief Administrative Officer, James Thompson - Clerk, Michelle Hannah - Deputy Clerk, Brad Wright - Director of Development Services, Alex Bennett - Acting Director of Fire and Emergency Services, Kyle Bolton - Director of Public Services, Shelley Stedall - Director of Corporate Services and Treasurer, Troy Dunlop - Manager of Technical Services & Infrastructure, Tim Laprade - Recreation & Facilities Manager, Christine Woods - Senior Planner

1 Call to Order and Roll Call

a) Resolution

Resolution No. 2023-21-01

Moved by Councillor Ruttan

Seconded by Councillor Roberts

That the Council meeting of May 16, 2023 be called to order at 7:00 p.m.

Carried

2 Declaration of pecuniary interest and the general nature thereof

a) There were none.

3 Approval of Agenda

a) Resolution

Resolution No. 2023-21-02

Moved by Councillor Leonard

Seconded by Councillor Morey

That the agenda be approved, as presented.

Carried

4 Scheduled Closed Session

a) There was none.

5 Recess

a) Not applicable.

6 Public Meeting

a) Resolution - Call Public Meeting to Order

Resolution No. 2023-21-03

Minutes of Council
May, 16, 2023

Moved by Councillor Trueman
Seconded by Councillor Pegrum
That the public meeting regarding amendments to By-law 2017-76 be called to order.

Carried

b) Notice of Collection

The Deputy Clerk spoke to the Notice of Collection.

- c) **Public Meeting:** The Council of the Township of South Frontenac held a public meeting at 7 pm on May 16, 2023 regarding proposed amendments to By-law 2017-76. The proposed amendments are related to select sections of the Council Procedure By-law primarily related to the administration of Council, Committee of the Whole, Delegations as well as Public Meetings Related to Planning Matters. (See Agenda Item 12. A.)

Members of the public did not provide comments regarding this matter.

d) Resolution - Close Public Meeting

Resolution No. 2023-21-04
Moved by Councillor Morey
Seconded by Councillor Leonard
That the public meeting be closed.

Carried

e) Resolution - Call Public Meeting to Order

Resolution No. 2023-21-05
Moved by Councillor Ruttan
Seconded by Deputy Mayor Sleeth
That the public meeting regarding Zoning by-law amendment PL-ZNA-2023-0040 be called to order.

Carried

f) Public Meeting Introduction

- g) **Public Meeting:** Zoning By-law Amendment Application - PL-ZBA-2023-0040, 5006610 Ontario Ltd (Tchegus, Way, Babcock), 2496 Rutledge Road

Christine Woods, Senior Planner provided an overview of the proposal.

Following questions from Council, Christine Woods advised that the intent of the zoning application is to provide for a consistent zone of the existing properties and their pending lot additions. She noted that the one property with RLSW special zone 36 relates to the highwater mark setbacks and will not be impacted as the property is already developed.

John Simpson of 108 Carslake Lane spoke in support of the application noting that the proposal will protect existing properties by providing a buffer from potential further development.

h) Resolution - Close Public Meeting

Resolution No. 2023-21-06
Moved by Councillor Leonard
Seconded by Councillor Morey
That the public meeting be closed.

Minutes of Council
May, 16, 2023

Carried

7 Delegations

- a) Jerri Jerreat was present to speak to Council regarding a Climate Action Plan.

8 Approval of Minutes

- a) Resolution

Resolution No. 2023-21-07

Moved by Councillor Godfrey

Seconded by Councillor Ruttan

That the minutes of the May 2, 2023 Council meeting be approved.

Carried

9 Business Arising

- a) There was none.

10 Reports Requiring Action

- a) 2023 Community Grants

Resolution No. 2023-21-08

Moved by Councillor Morey

Seconded by Councillor Trueman

That Council approve the twelve (12) Community Grant applications included in this Staff Report totalling \$ 34,395; and,

That any remaining funds be allocated to a second intake under the Community Grant Program with a deadline for applications July 31, 2023.

Carried

- b) Award of Contract – Tanker

Resolution No. 2023-21-09

Moved by Councillor Leonard

Seconded by Councillor Roberts

That Council approve the award of contract to Dependable Emergency Vehicles Ltd. for \$604,500.19 (Net of HST Rebate) for the purchase of one tanker; and

That Council authorize the additional funds required, in the amount of \$46,500, to be funded from the Fire Services Equipment reserve.

Carried

- c) Award of Tender PS-2023-13 McMullen Net Sport Court Upgrades

Resolution No. 2023-21-10

Moved by Councillor Godfrey

Seconded by Councillor Ruttan

That Council approved the bid submission from Crains Construction Limited in the amount of \$245,546.22 (including HST Rebate) for tender PS-2023-13 - McMullen Net sport Court Upgrade; and

That Council authorize a project budget increase in the amount of \$126,323 be funded from the Asset Investment Reserve.

Carried

Minutes of Council
May, 16, 2023

- d) Award of RFP # PS-P01-2023 - Preliminary Design Services for Reconstruction of Road 38

Resolution No. 2023-21-11

Moved by Councillor Leonard

Seconded by Councillor Morey

That Council award RFP # PS-P01-2023 Preliminary Design Services for the Reconstruction of Road 38 (Murton Road to Kingston Road) to Safe Roads Engineering for the successful bid of \$98,055.94 (net of rebatable HST).

Carried

- e) Award of RFP – Winter Road Salt

Resolution No. 2023-21-12

Moved by Councillor Trueman

Seconded by Councillor Godfrey

That Council approve the award of contract for RFP F18-TPW-PW-2023-02 to Cargill Salt, Road Safety for the purchase of coarse crushed rock salt with an annual upset limit of \$523,200.

Carried

11 Advisory Committee Reports or Minutes

- a) There were none

12 By-laws

- a) Amendments to Council Procedure By-law

Resolution No. 2023-21-13

Moved by Councillor Pegrum

Seconded by Councillor Godfrey

That By-law 2023-44, attached as Exhibit A, being “A By-law To Amend By-law 2017-76, As Amended, “A By-law to Provide for Governing The Proceedings of the Council, The Conduct of Members and the Calling of Meetings” be given first and second reading.

Carried

Resolution No. 2023-21-14

Moved by Deputy Mayor Sleeth

Seconded by Roberts

That By-law 2023-44 be given third reading, signed and sealed.

Carried

Resolution No. 2023-21-15

Moved by Councillor Leonard

Seconded by Councillor Ruttan

That notwithstanding the current Council remuneration framework, remuneration for the Deputy Mayor and members of Council be increased annually by \$750.00 to offset the loss of remuneration traditionally provided for the attendance of regularly scheduled Committee of the Whole meetings; it being understood that for 2023, annual remuneration for the Deputy Mayor will increase to \$24,321.70 while remuneration for members of Council will increase to \$17,240.68.

Carried

13 Reports for Information

- a) **By-law Enforcement and Short-Term Rental Survey Summary**

Minutes of Council
May, 16, 2023

- The report provided Council with a summary of the By-law Enforcement and Short-Term Rental Survey results. The Report also provides information regarding proposed next steps in relation to By-law Enforcement and short-term rental accommodation concerns.
- b) **1st Quarter 2023 – Building Services Report**
- The report documented the delivery of Building Services within the Development Services Department between January 1, 2023, and March 31, 2023.
- c) **1st Quarter 2023 – Planning Services Report**
- The report provided background on the delivery of Planning Services within the Development Services Department between January 1, 2023, and March 31, 2023 (1st Quarter, 2023).
- d) **Award of Tender # PS-2023-16 – 1-Ton Pick Up Trucks**
- This report provides background on the budget and award of contract for the purchase of two (2) 1-Ton extended cab pick up trucks.

14 Information Items

- a) Cataraqui Conservation - 2022 Annual Report
- b) Correspondence received from National Chronic Pain Society

15 Notice of Motions

- a) Appointment of a Councillor as a representative of the Friends of the Cataraqui Trail Board of Directors

Resolution No. 2023-21-16

Moved by Councillor Roberts

Seconded by Deputy Mayor Sleeth

That Councillor Trueman be appointed to the Friends of the Cataraqui Trail Board of Directors as the representative of South Frontenac Council for the term of Council.

Carried

- b) Notice of Motion – Proposed support for the reconsideration of the current wording of Bill 23 with respect to Conservation Authority Review

Note: Deputy Mayor Sleeth assumed the role of Chair.

Resolution No. 2023-21-17

Moved by Mayor Vandewal

Seconded by Councillor Leonard

That the Council of the Corporation of the Township of South Frontenac request that the province reconsider the current wording in Bill 23; and

That the ability to provide review and commenting services as part of the planning approval process on natural heritage and water-related policies be reinstated with the addition of language that would require Conservation Authorities to process applications within a legislated time frame; and

That the Council of the Corporation of the Township of South Frontenac direct the Clerk to send this motion to the Premier of Ontario; the Ontario Minister of Municipal Affairs and Housing; the Association of Municipalities of Ontario (AMO), the local Members of Provincial Parliament (MPP's).

Carried

Minutes of Council
May, 16, 2023

16 Announcements/Statements by Councillors

- a) Mayor Vandewal advised that he attended the County of Frontenac Council tour of the Newterra facility in Brockville.

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

- a) There were none.

18 Closed Session (if requested)

- a) Resolution - That Council resolve itself into the Committee of the Whole "Closed Meeting" to consider the following items:

Resolution No. 2023-21-18

Moved by Councillor Pegrum

Seconded by Councillor Godfrey

That Council resolve itself into the Committee of the Whole "Closed Meeting" to consider the following items:

Carried

- b) Approval of March 21, 2023 and April 18, 2023 Committee of the Whole "Closed Meeting" Minutes

- c) A proposed or pending acquisition or disposition of land by the municipality or local board; and

- d) Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;

- e) Resolution - That Council rise from the Committee of the Whole "Closed Meeting" without reporting.

Resolution No. 2023-21-19

Moved by Councillor Roberts

Seconded by Councillor Leonard

That Council rise from the Committee of the Whole "Closed Meeting" without reporting.

Carried

19 Confirmatory By-law

- a) Resolution

Resolution No. 2023-21-20

Moved by Councillor Pegrum

Seconded by Councillor Leonard

That By-law 2023-45, 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.

Carried

Resolution No. 2023-21-21

Moved by Councillor Roberts

Seconded by Councillor Leonard

That By-law 2023-45, being the confirmatory by-law, be given third reading, signed and sealed.

Carried

Minutes of Council
May, 16, 2023

20 Adjournment

a) Resolution

Resolution No. 2023-21-22

Moved by Councillor Godfrey

Seconded by Councillor Pegrum

That the Council meeting of May 16, 2023 be adjourned at 9:07 p.m.

Carried

Ron Vandewal, Mayor

James Thompson, Clerk

Township of South Frontenac Staff Report



To: Council

Prepared by: Office of the Clerk

Date of Meeting: June 6, 2023

Subject: Property Disposition 1017 Irish Lane (LeClair)

Summary

A request has been received by staff to review a portion of the road allowance in front of the property known as 1017 Irish Lane and to consider the transfer of the parcels that were meant to be transferred historically.

Recommendation

That Council support, in principle, the transfer of the lands intended to be Transferred to Terry LeClair in 2004; and

That Council direct staff to prepare a subsequent report and by-law once the lands have been surveyed.

Background

Staff have received a request with respect to the road allowance known as Irish Lane which is situated in the middle of 1017 Irish Lane, owned by Terry LeClair.

It is staff's understanding that a small piece of the lands known as Irish Lane, off of Pilar Lane, off of Norman Lane, off of Perth Road, was to be historically sold to Terry LeClair to be added to his property known as 1017 Irish Lane.

In early May 2000, Terry LeClair approached the original owner of the lane and abutting property with respect to purchasing the property adjacent to 1017 Irish Lane, including a portion of the lane. The owner of the lane and abutting property at that time agreed to sell the property and a purchase price was agreed upon, the payment was made by Terry LeClair to the owner. The abutting lands were transferred to 1017 Irish Lane, and Terry would be required to complete a severance for some of the property that was part of the lane and a survey of the lands as well. It was agreed upon that due to limited funds at the time, the consent and survey would be completed at a later date. Terry received a letter from the corporation owning the property allowing him to act as agent for the consent. The survey and Severance were subsequently completed in 2004.

Between the time of the purchase price being paid in 2000 and the official deed transfer in 2004, the owner of the land advised Terry that the township had requested that “all roads and private lanes” owned by the previous owner be handed over to the township which would include Irish Lane given that Terry had not completed a formal survey.

Terry believed at this time that he had no choice, although he had already paid the current owner for the lands. In the Agreement of Purchase and Sale between Terry and the former owner, it clearly defined part of Irish Lane to be transferred to Terry. The former owner transferred any lanes and roads under his ownership to the Township, inclusive of the portion Terry was supposed to receive through the agreement. Terry has used the lands as his own and the driveway for 1017 Irish Lane was built over the portion of lands known as Irish Lane and paved by the previous owner of 1017 Irish Lane.

Discussion/Analysis

Staff believe that although the Consent to sever and subsequent transfer of a portion of the lane had not taken place, the Agreement of Purchase and Sale clearly describes that the lands should have been included in the transfer and that the Purchase Price took this piece of land into consideration.

Historically, the Township took over ownership of the lands, but did not assume the lanes for maintenance purposes to eliminate the amount of development that was taking place on the surrounding lands.

The transfer of the parcel of land would be in line with the intention of the Agreement of Purchase and Sale that was entered into by the previous owner and Terry LeClair, for which he paid for in 2000. The lane is a dead end lane and is completely encircled by the remainder of Terry's property.

Staff are satisfied that because this is a correction of a historical intended transfer, the lands do not require the full unopened road allowance application and process, nor should they be purchased but simply transferred by by-law to complete the intentions in 2000.

Staff also feel that a public meeting can be waived in this instance as it is not a disposition of surplus property, but a correction of title.

Staff are seeking approval, in principle, and direction from Council to prepare a by-law once the lands are surveyed to be brought back to Council for approval.

Financial Implications

Terry LeClair will engage an Ontario Land Surveyor to prepare an appropriate legal description for the portion of the lane to be transferred.

Terry LeClair will pay for the legal costs of the municipal solicitor to register the by-law on title and transfer the lands to 1017 Irish Lane to merge on title with the said 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: 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

- Public Service Staff
- CAO

Attachments

Attachment #1 – Location Map

Approvals

Prepared and submitted by:



Michelle Hannah
 Deputy Clerk

Approved By:



Louise Fragnito, CPA, CGA
 Chief Administrative Officer



IRISH LANE

Legend

- Subject Property
- Lands to be added to 1017 Irish Lane
- 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

Produced by the County of Frontenac under license with the Ontario Ministry of Natural Resources © King's Printer for Ontario, 2022.

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

Scale: 1:1,000

UTM Zone 18 NAD 83

Date: 2023-05-23

Township of South Frontenac

Staff Report



To: Council

Prepared by: Public Services Department

Date of Meeting: June 6, 2023

Subject: 2023 Private Lane Upgrade Assistance Program

Summary

The purpose of the attached report is to summarize the applications received under the 2023 Private Lane Upgrade Assistance Program and to seek approval from Council for the approval of grant funding amounts.

Recommendation

That Council approve the grant subsidies for the 2023 Private Lane Upgrade Assistance Program for the initial 32 recipients as outlined in the June 6th, 2023 report totalling \$135,885.84.

Background

In March of this year Council approved its 2023 Operating and Capital budgets which included an allocation of \$100,000 to the Private Lane Upgrade Assistance Program. The purpose of this annual program is to offer grant incentives for private lane associations that carry out construction improvements that offer improved access for emergency service vehicles.

On May 19th, 2023, the application deadline for the 2023 program closed with a total of 32 eligible grant applications. All of these applications have been individually reviewed and deemed complete. The details of the applications are listed alphabetically below:

Lane	Eligible Expenses (Inc. HST)
Abbey Lane	\$2,511.99
Bullseye Lane	\$10,253.62
Cedar Ridges Lane	\$5,932.50
Dragonfly Lane/Tundra Lane	\$10,147.56

Township of South Frontenac
Staff Report - 2023 Private Lane Upgrade Assistance Program

Lane (continued)	Eligible Expenses (Inc. HST)
Dow Lane	\$8,746.20
Doucette Lane	\$4,972.00
East Shore Lane	\$10,212.38
Everett Lane	\$3,864.00
Garter Lake Lane	\$6,135.90
Grant Lane	\$10,424.25
Hambly Lane	\$8,310.20
Hillcrest Lane	\$4,500.00
Howes Lake Lane	\$6,486.20
Ladybush Lane	\$15,368.00
Little Deer Lane	\$14,961.20
McCallum Lane	\$6,780.00
McColl Lane	\$18,814.50
Melody Lodge Lane	\$3,819.40
Meredith Lane	\$19,503.80
Oakshores Lane	\$6,610.50
Old Fourteen Island Lane	\$14,610.90
Poplar Lane	\$21,277.90
Riders Lane	\$11,650.30
Sailors Cove Lane	\$8,602.20
Sherbrooke Lane	\$2,079.20
Silver Rock Lane	\$5,537.00
Stafford Lane	\$13,832.44
Sunset Shores Lane	\$11,588.15
Thirteen Island Lake Lane	\$3,367.40
Tims Lane	\$1,672.40
Winding Creek Lane	\$5,735.88
Woods Lane	\$14,836.90
Total Eligible Investments	\$293,144.87

Discussion/Analysis

The total subsidies offered under the private lane upgrade program are limited to 50% of eligible expenses to a maximum of \$7,000 per application. The award of grants, in all cases will recognize the availability of approved funding. Only one application per lane is to be considered annually.

A summary of the proposed costing and available budget for the 2023 program is listed below:

ACTIVITY	AMOUNT (\$)
Forecasted Expenditures (Upset Limit)	
32 - Applications Deemed Eligible (50% of eligible work <u>or</u> maximum \$7,000) Maximum Grant Commitment	\$135,885.84
Approved Budget Sources (2023)	
<ul style="list-style-type: none"> 2023 Allocation for Private Lane Upgrading Program @ \$100,000 Balance/Carry Forward of \$30,094.62 from 2022 Program 	\$130,094.62
Estimated Shortfall	(\$5,791.22)

One of the goals of the 2023 program was to release the program early and to expedite grant approvals as soon as possible after half loads are lifted. This year's program was released on March 24th and closed on May 19th to provide applicants with the largest construction window possible to expedite the work. Staff are currently recommending that the full grant allowance be granted for the 32 applications as presented.

Financial Implications

The 2023 Budget allowance for the overall project is \$100,000. An additional \$30,094.62 is available from the prior year carry forward. The total available budget for the 2023 program is therefore \$130,094.62. Based on the details of the 32 applications submitted this year, the maximum potential grant commitment would be \$135,885.84.

Although there is a budget shortfall of \$5,791.22, it is staffs experience that a small percentage of applicants will likely cancel projects mid year or reduce spending as a result of challenges collecting funding commitments from participating landowners. This situation

occurs every year. The final expenditures incurred for 2021 and 2022, as an example, came in at \$16,066.70 and \$30,094.62 respectively below the final budget as shown in the table below. Staff are therefore confident that the \$5,791.22 shortfall is very likely to reduce or disappear at the time the program is closed out.

Table 1 - Actual Costs – 2021 and 2022 Program

Private Lane Upgrading Assistance Program (Year)	Approved Budget (\$)	Grants Awarded (\$)	Actual Grants Paid (\$)	Year End Surplus (\$)
2021 (29 applicants)	\$107,181.14	\$107,098.01	\$91,114.44	\$16,066.70
2022 (25 applicants)	\$116,066.00	\$106,872.51	\$85,971.38	\$30,094.62

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

- Operations Technologist
- Director of Corporate Services & Treasurer

Attachments

- Attachment 1 – Funding Allocations

Approvals

Submitted By:



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

Reviewed By:



Kyle Bolton, C.E.T.
Director of Public Services

Approved By:



Louise Fragnito, CPA, CGA
Chief Administrative Officer

ATTACHMENT 1 – GRANT SUBSIDY ALLOCATIONS (2023)

Lane	Eligible Expenses (Inc. HST)	Maximum Subsidy All Users
Abbey Lane	\$2,511.99	\$1,256.00
Bullseye Lane	\$10,253.62	\$5,126.81
Cedar Ridges Lane	\$5,932.50	\$2,966.25
Dragonfly Lane/Tundra Lane	\$10,147.56	\$5,073.78
Doucette Lane	\$4,972.00	\$2,486.00
Dow Lane	\$8,746.20	\$4,373.10
East Shore Lane	\$10,212.38	\$5,106.19
Everett Lane	\$3,864.00	\$1,932.00
Garter Lake Lane	\$6,135.90	\$3,067.95
Grant Lane	\$10,424.25	\$5,212.13
Hambly Lane	\$8,310.20	\$4,155.10
Hillcrest Lane	\$4,500.00	\$2,250.00
Howes Lake Lane	\$6,486.20	\$3,243.10
Ladybush Lane	\$15,368.00	\$7,000.00
Little Deer Lane	\$14,961.20	\$7,000.00
McCallum Lane	\$6,780.00	\$3,390.00
McColl Lane	\$18,814.50	\$7,000.00
Melody Lodge Lane	\$3,819.40	\$1,909.70
Meredith Lane	\$19,503.80	\$7,000.00
Oakshores Lane	\$6,610.50	\$3,305.25
Old Fourteen Island Lane	\$14,610.90	\$7,000.00
Poplar Lane	\$21,277.90	\$7,000.00
Riders Lane	\$11,650.30	\$5,825.15
Sailors Cove Lane	\$8,602.20	\$4,301.10
Sherbrooke Lane	\$2,079.20	\$1,039.60
Silver Rock Lane	\$5,537.00	\$2,768.50
Stafford Lane	\$13,832.44	\$6,916.22
Sunset Shores Lane	\$11,588.15	\$5,794.08
Thirteen Island Lake Lane	\$3,367.40	\$1,683.70
Tims Lane	\$1,672.40	\$836.20
Winding Creek Lane	\$5,735.88	\$2,867.94
Woods Lane	\$14,836.90	\$7,000.00
	TOTAL	\$135,885.84

Township of South Frontenac Staff Report



To: Recreation Committee

Prepared by: Public Services Department

Date of Meeting: May 25, 2023

Subject: **Summer Program Updates and Recommendations for 2024**

Summary

Day Camp registration opened on March 20th, 2023. Registration for Swimming Lessons were postponed due to staffing and recruitment challenges. This report provides information and updates to the committee regarding both programs and provides recommendations to provide to Council for program expansions for 2024.

Recommendation

That the Recreation & Leisure Services Advisory Committee provide the following recommendation to Council:

That Council approve the expansion of the Day Camp program to the McMullen Beach Site with space for 25 campers for 2024,

That Council endorse the extension of the recruitment and retention plan for qualified Swim Instructors and Lifeguards into 2024.

Background

The Township's popular waterfront summer camp is a community tradition. Day camp is currently offered at two locations, The Point Park in Sydenham, and Gilmour's Point Beach in Battersea. The McMullen Beach Site was used for Day Camp and Swimming Lessons in the past, but due to low registration numbers, the Day Camp was discontinued.

Swimming Lessons have been offered as a standalone program, in conjunction with the Day Camp program for many years. For the past two years, due to impacts of the pandemic, recruiting qualified swim instructors and lifeguards has been an extreme challenge. In 2022, program restructuring was forced due to recruitment challenges, and in 2023, registration for the Swim Program was postponed due to the lack of staff.

Discussion/Analysis

Day Camp

The response to Camp registration was overwhelming. All spaces filled up at Sydenham Point on the morning of the first day, and by mid-week at Gilmour's Point. Registration numbers are capped for camps to ensure ratios exceed provincial legislation, as well as to maintain a high level of program quality and care.

- There are 280 camper-spots available at Sydenham Point Park (35 campers per week for eight weeks).
 - At its highest point, there are 52 campers on the waitlist for week six at Sydenham Point Park at the time of writing this report. All other weeks are comparably high.
- There are 200 camper-spots available at Gilmour's Point Park (25 campers per week for eight weeks).
 - At its highest point, there are 18 campers on the waitlist at Gilmour's Point Park at the time of writing this report. All other weeks are comparably high.

New to the Day Camp program this year is a Before and After Care program at both sites, and a Shuttle Bus Service running daily from Verona, stopping at Sydenham before heading to Battersea, with a return trip in the afternoon. Both services have been very well received and there are participants for each service during each week of camp.

For 2024, expanded programming should be considered to better meet the demand of the community for high-quality, affordable summer youth experiences. Postal codes of participants indicate that many participants are coming from the west side of the Township, including a large number in Harrowsmith.

As McMullen Beach and Park is well positioned to offer a similar beach-front program and has a camp facility, a third site should be considered to take the pressure off Sydenham Point and Gilmour's Point camp sites. As well, the completion of the court project at the camp, there are exciting sport-camp opportunities at that site. If an additional 25 camp capacity were to be made available over the eight weeks of camp, there would be an additional 200 camper-spots open.

Swim Program

Due to the extreme challenges with regards to recruiting swim staff, registration for the program was postponed. Recruitment initiatives included offering a reimbursement for staff to obtain or re-obtain their certificates, increasing wages to be more competitive with neighbouring municipalities, and the use of social media, schools, and employment agencies to help get the word out about our need for instructors.

Recruitment has been somewhat successful. Staff are currently reviewing staffing levels and are developing a plan to roll out swim lesson registration for 2023. The program will be modified, and registration numbers will be reduced compared to pre-pandemic levels. The estimated timeline for registration is late May and into June.

For 2024, the training reimbursement, competitive wages, and other initiatives should be extended while the industry employment trends continue to correct themselves after the pandemic.

Financial Implications

As the Township Day Camps are subsidized by the municipality, the expansion of the program to add a third site at McMullen Beach will have financial implications that should be reviewed for the 2024 operating budget cycle.

Relationship to Strategic Plans

- Not applicable to this report.
- This initiative is supported by the following priorities of the 2019-2022 Strategic Plan.
- Priority: 4. Be a catalyst for the creation of vibrant, complete communities.

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

- Talia Ross, Camp Coordinator

Attachments

- [Staff Report to Council, April 11th, 2023, Item 13. a\) – Day Camp Registration Summary Report](#)

Approvals

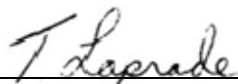
Written By:



Recreation & Events Coordinator

Township of South Frontenac
Staff Report - Summer Program Updates and Recommendations for 2024

Submitted By:



Manager of Recreation & Facilities

Approved By:



Director of Public Services

Township of South Frontenac Staff Report



To: Council

Prepared by: Office of the Clerk

Date of Meeting: June 6, 2023

Subject: **RC-21-07 (Badura) –Application to stop up, close and transfer a portion of an Unopened Road Allowance between Concessions 9 & 10, Lot 19; Storrington**

Summary

An application has been received by Staff to request to stop up, close and transfer a portion of an unopened road allowance between Concessions 9 & 10, Lot 19 & 20. This application relates to two other files for the same unopened road allowance for other abutting properties.

Recommendation

That By-law 2023-47 being a by-law to stop up, close and transfer Part 1 Plan 13R22865, being a portion of the unopened road allowance between Concessions 9 & 10, Lot 19, Township of South Frontenac be given first and second reading; and

That By-law 2023-47 be given third reading, signed and sealed.

Background

Three applications to stop-up close and transfer portions of the unopened road allowance between Concessions 9 & 10, Lot 19 & 20 were received by staff. The first application (RC-20-01) has been approved by Council and partially processed while the second application (RC-21-10) has been approved by Council and the Township Solicitor is in the process of completing the transfer.

While the first application was received in 2020, it was not until after the public meeting related to the first application (held on January 12, 2021) that the subsequent two applications regarding the Unopened Road Allowance in question were submitted. However, as the road allowance was considered at the public meeting, the two subsequent applications did not require their own public meeting.

Staff have received and reviewed Survey 13R22865, Attachment #1. Part 1 on Plan 13R22865 is the portion of the unopened road allowance to be purchased and transferred to the applicant.

Township of South Frontenac

Staff Report - RC-21-07 (Badura) –Application to stop up, close and transfer a portion of an Unopened Road Allowance between Concessions 9 & 10, Lot 19; Storrington

Discussion/Analysis

Planning Services staff and Public Services staff have visited the site of the road allowance several times. Public Services staff have advised that they do not have concern regarding the Township selling the road allowance.

Based on the Township of South Frontenac Policy regarding closing road allowances, the entire portion of the unopened road allowance will have a purchase price of \$2.41 per square foot. Part 1 on Plan 13R22865 is 242 square metres, 2,604.87 square feet. The purchase price of Part 1, Plan 13R22865, will be \$6,277.74 plus HST (\$816.11) totaling \$7,093.84.

Financial Implications

The application fee and legal deposit has been paid by the applicant to process the road closing application. The final purchase price noted above is payable to the Township prior to the transfer of Part 1 of the road allowance to the applicant. Fees associated with the survey of the portion the road allowance to be transferred have been 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):

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

A Notice of Road Closing was posted on the Township website on November 25, 2020 and advertised in the Frontenac News for 4 weeks commencing November 25, 2020. Notice was also sent by mail to all other landowners abutting the relevant portion of the road allowance.

Township of South Frontenac

Staff Report - RC-21-07 (Badura) –Application to stop up, close and transfer a portion of an Unopened Road Allowance between Concessions 9 & 10, Lot 19; Storrington

Consultation

- Public Services staff;
- Planning Services staff; and
- Cataraqui Region Conservation Authority staff.

Attachments

Attachment #1 – Survey Plan 13R22865

Attachment #2 – By-Law 2023-47

Attachment #3 – Location Map

Approvals

Report Author:



Michelle Hannah

Deputy Clerk

Submitted By:



James Thompson

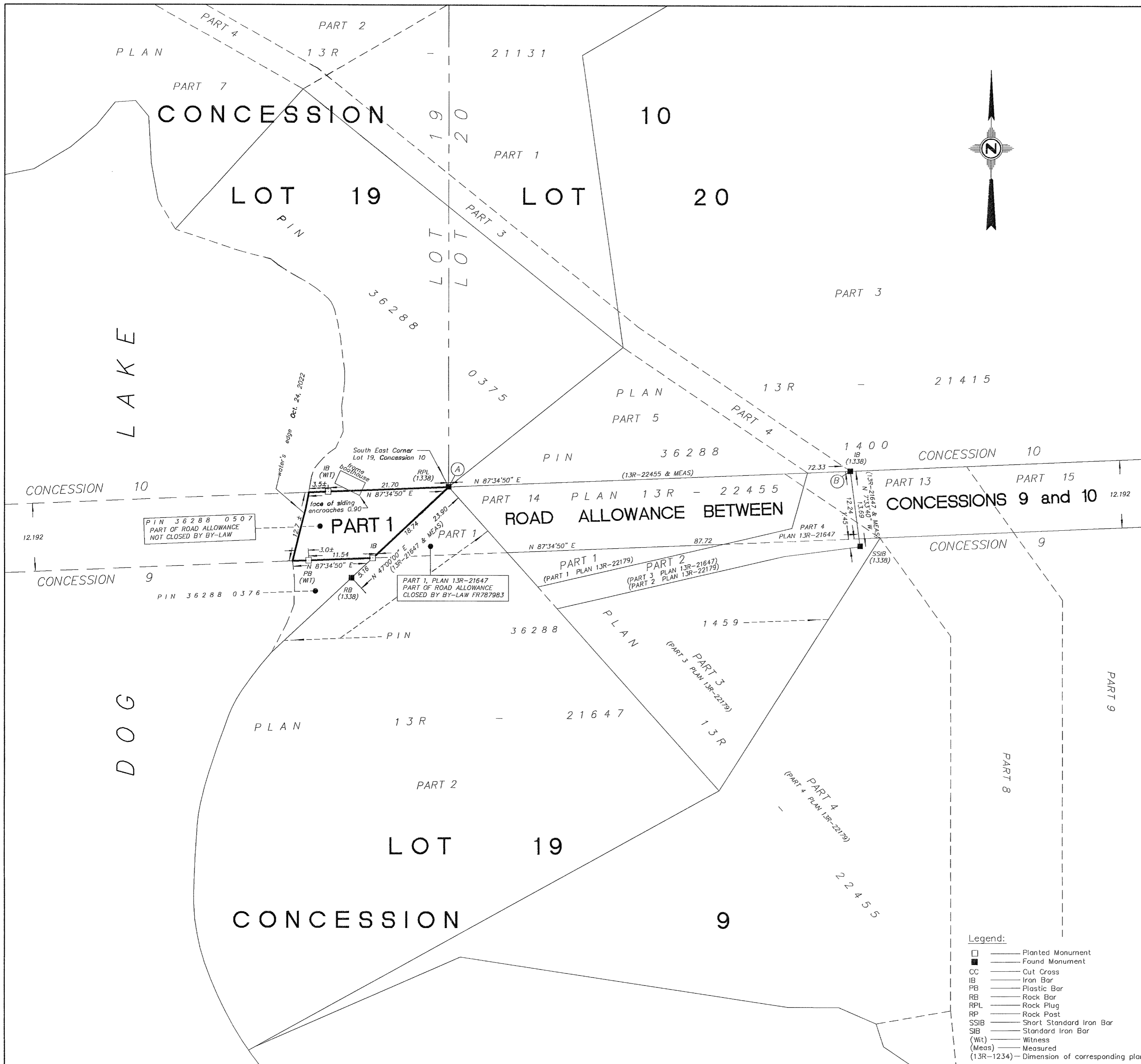
Clerk

Approved By:



Louise Fragnito, CPA, CGA

Chief Administrative Officer



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

PLAN 13R-22865

RECEIVED AND DEPOSITED

DATE MARCH 30, 2023

DATE April 24, 2023

W. Ronald Clancy
W. RONALD CLANCY
ONTARIO LAND SURVEYOR

[Signature]
REPRESENTATIVE FOR THE LAND REGISTRAR FOR THE LAND TITLES DIVISION OF FRONTENAC (No. 13)

METRIC

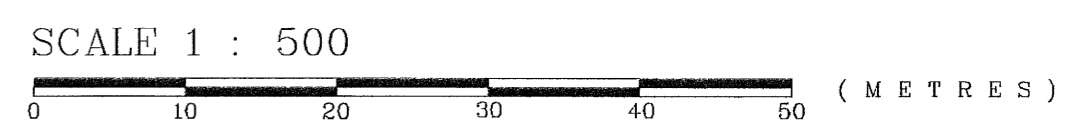
DISTANCES and COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

SCHEDULE

PART	LOCATION	PIN
1	ROAD ALLOWANCE BETWEEN CONCESSIONS 9 and 10 (No Closing By-Law)	36288 0507

PART 1 consists of ALL of PIN 36288 0507

PLAN OF SURVEY
of PART of the ROAD ALLOWANCE
BETWEEN CONCESSIONS 9 and 10
(No Closing By-Law)
Geographic Township of Pittsburgh
(formerly Township of Storrington)
Township of South Frontenac
County of Frontenac



CLANCY & HOPKINS
SURVEYING LTD.
ONTARIO LAND SURVEYORS
NAPANEE, ONTARIO
- 2023 -

BEARINGS ARE UTM GRID, DERIVED FROM OBSERVED REFERENCE POINTS A and B BY REAL TIME NETWORK (RTN) OBSERVATIONS, UTM ZONE 18, NAD83(CSRS)(1997.0)

FOR BEARING COMPARISON, A ROTATION OF 0°56'20" COUNTER-CLOCKWISE MUST BE APPLIED TO CONVERT BEARINGS FROM GRID TO ASTRONOMIC.

DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.999722

OBSERVED REFERENCE POINTS (ORP's), UTM ZONE 18, NAD83 (CSRS) (1997.0)
COORDINATES TO URBAN ACCURACY PER SEC. 14 (2) OF O.REG. 216/10

POINT ID	NORTHING	EASTING
ORP A	4 921 773.05	393 460.71
ORP B	4 921 776.10	393 532.98

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

FIELD WORK BY : J. Reynolds D. Craven

PLAN DRAWN BY : W.R.C.

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
- THE SURVEY WAS COMPLETED ON THE 24th DAY OF OCTOBER, 2022

CLANCY & HOPKINS SURVEYING LTD.

MARCH 30, 2023

W. Ronald Clancy
W. RONALD CLANCY
ONTARIO LAND SURVEYOR

This plan of survey relates to AOLS Plan Submission Form Number V-34373

- Legend:
- Planted Monument
 - Found Monument
 - CC Cut Cross
 - IB Iron Bar
 - PB Plastic Bar
 - RB Rock Bar
 - RPL Rock Plug
 - RP Rock Post
 - SSIB Short Standard Iron Bar
 - SIB Standard Iron Bar
 - (Wit) Witness
 - (Meas) Measured
 - (13R-1234)- Dimension of corresponding plan

Township of South Frontenac

By-Law Number 2023-47

A By-law to stop up, close and sell a portion of an unopened road allowance being Part 1 Plan 13R22865, Part of the Road Allowance between Concessions 9 & 10, Lot 19, Storrington; Badura.

Whereas the Municipal Council of the Township of South Frontenac may pass a by-law to stop up, close and sell any highway or part thereof pursuant to the Municipal Act, section 34(1);

Whereas pursuant to the Township of South Frontenac's Notice By-law No. 2016-73, the Corporation of the Township of South Frontenac caused to be advertised the proposal to close portions of the said road allowance;

Whereas the said road allowance is not used as a publicly travelled road; and

Whereas no objections have been received to the road closing;

Now therefore the Corporation of the Township of South Frontenac by its Council, hereby enacts as follows:

1. **That** the portion of road allowance between Concessions 9 & 10, Lot 19 being Part 1 Plan 13R22865, being part of PIN 36288-0507 (hereinafter, the "Said Lands") be and is hereby permanently closed;
2. **That** the Said Lands 'be and are hereby declared surplus to the Municipality's needs;
3. **That** the Municipality shall convey its interest in Part 1 13R22865 to the applicants, Roger Badura, Sandra Badura, Scott Badura & Grant Badura or as directed by them, provided that such direction must be as a lot addition to one or more of the abutting properties. For clarity, this closure shall not create a new lot of record for Part 1 but shall only enlarge existing landholdings owned by the applicants;
4. The consideration for the conveyance of land described in paragraph 3 above shall be \$6,277.74 plus HST (\$816.11) totaling \$7,093.84, plus all administration and legal costs to transfer the Said Lands;
5. **That** the Mayor and Clerk are hereby authorized and directed to execute such documents as are required;
6. **That** a certified copy of this by-law be registered in the appropriate Land Registry Office; and
7. **That** this By-law shall come into force and take effect upon registration of this By-law.

Dated at the Township of South Frontenac this 6th day of June, 2023.

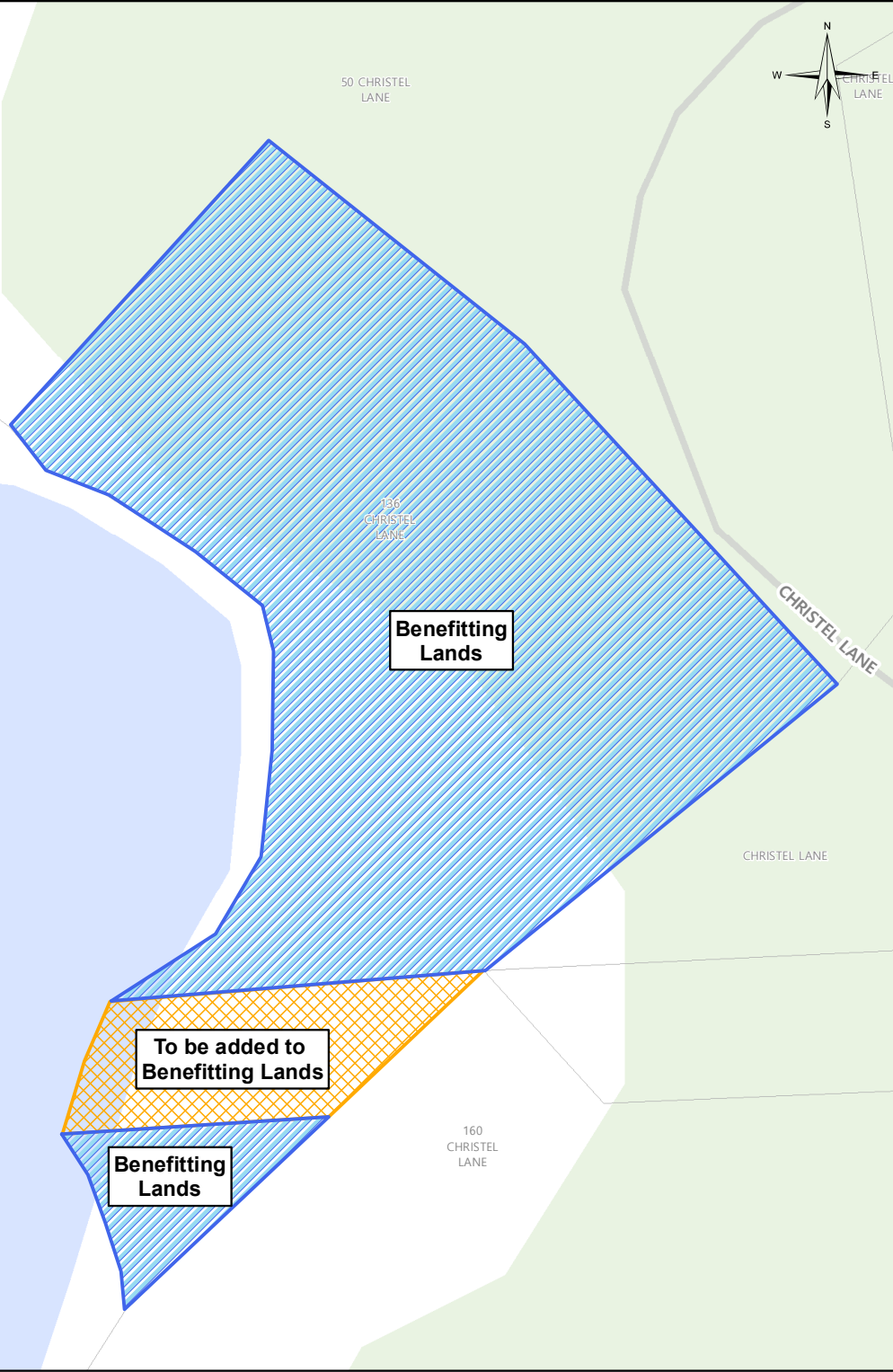
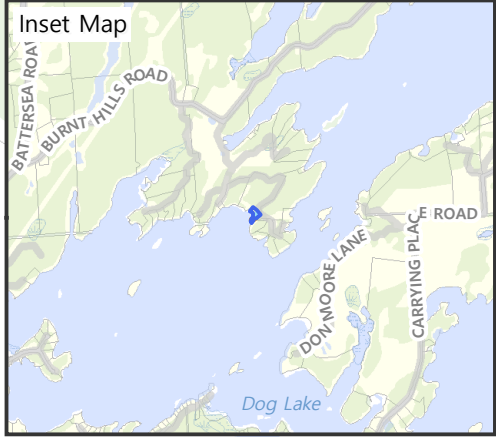
Read a first and second time this 6th day of June, 2023.

Read a third time and finally passed this 6th day of June, 2023.

The Corporation of the Township of South Frontenac

Ron Vandewal, Mayor

James Thompson, Clerk













SOUTH FRONTENAC

**RC-2021-07
(BADURA)**

136 CHRISTEL LANE

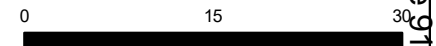
Legend

-  Benefitting Lands
-  To be added to Benefitting Lands
-  Assessment Parcel
-  Provincially Significant Wetlands
-  Wetland
-  Wooded Area
-  Water
-  Township Boundary
-  Road
-  Railway

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

Scale 1:600



Meters

UTM Zone 18 NAD 83

Township of South Frontenac Staff Report



To: Council

Prepared by: Office of the Clerk

Date of Meeting: June 6, 2023

Subject: Property Disposition – 2041 Eel Bay Road (Thake)

Summary

A request has been received by staff to review a portion of the road allowance in front of the property known as 2041 Eel Bay Road and to consider the transfer of the parcels that were meant to be transferred historically.

Recommendation

That By-law number 2023-48, being a By-law to stop up, close and transfer ownership of Parts 14, 15, 16, 17 and 20 13R13072 being a portion of road allowance, be given first and second reading; and

That By-law number 2023-48 be given third reading, signed and sealed.

Background

Staff have received a request with respect to the road allowance known as Eel Bay Road which is situated in front of 2041 Eel Bay Road, owned by Terry Thake.

It was the assumption of the owners of 2041 Eel Bay Road that their property extended further to the west than shown on current mapping.

Staff completed a search of the property file, in which there is a Transfer from The Corporation of the Township of Loughborough to Thake for Parts 14, 15, 16, 17, 18 and 20 13R13072. These parts are shown on the survey and are the portion of the road that the Thakes believe they own. This transfer was registered on January 17, 1996 as Instrument 640005.

It was noted in the documents on file that lead to the above transfer that there were mistakes made in a previous registered Subdivision Plan 1540 and the location of Long Street and the one-foot reserve were marked incorrectly. This was the reasoning for deeding the above noted parts to the Thake property.

In October of 1996, Alan Thomson provided the Township of Loughborough with Correspondence noting that he was enclosing correcting deeds to be executed with respect to the above noted matter as the preamble in Box 5 of the description on the Transfer

should have made reference to the fact that part of the lands being conveyed were part of Long Street and part of the one foot reserve, that technical omission is the only reason the request for an amended agreement was made.

In October 1996, a motion was made to allow the Mayor and Clerk to sign the amending agreement. The file and the minutes do not show the amending deed, and therefore staff are unsure what the amending agreements actually stated.

In October 2022, Public Service staff were approached by the owners of 2041 Eel Bay Road, inquiring about the incorrectness of the mapping and advised that they were always under the assumption they owned more front yard than appears on Frontenac Maps.

Clerk Staff performed a title search and it was discovered that the last transfer registered on title was for Part 18 from 1979, there is no evidence that any Transfers (or amending transfers) were registered on title in 1996, the original deed would have been deleted by the Land Registry Office as it was incorrect and the lawyers were made aware.

Staff believe that Part 18 was already part of the Thake property and therefore they retained ownership of this piece through all of the mistakes in Plan 1540 and then the subsequent registration of Plan 13R13702, and when the reference plan was deposited in 1995 the legal description was amended. The other Parts 14, 15, 16, 17 and 20 on Plan 13R13702 were deemed to be a municipal road under Plan 1540 and therefore, require a by-law registered on title in accordance with the *Municipal Act* to transfer ownership of the parts.

Council at the time intended to transfer the parts to correct the mistakes in title, but because no by-law was passed and registered the Land Registry Office would not accept these parts as disposed of by the municipality.

Discussion/Analysis

It is staff's opinion that the lands known as Parts 14, 15, 16, 17 and 20 on Plan 13R13072 were always intended to be part of 2041 Eel Bay Road and should not have formed part of the road allowance.

Staff are satisfied that because this is a correction of a historical mistake, the lands do not require the full unopened road allowance application and process, nor should they be purchased but simply transferred by by-law to complete the intentions in 1996.

Staff also feel that a public meeting can be waived in this instance as it is not a disposition of surplus property, but a correction of a mistake.

Staff have prepared a by-law to transfer the lands and will forward the by-law to the municipal solicitor to prepare the documentation to transfer the lands to 2041 Eel Bay Road. It will be a requirement of the by-law that the lands be merged with 2041 Eel Bay Road to ensure a separately conveyable parcel is not created.

Financial Implications

The survey on file is sufficient for this transaction. The Township will bear the legal registration costs to correct the mistake.

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.

Notice/Consultation

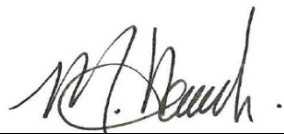
- Public Service Staff
- CAO

Attachments

Attachment #1 – Location Map
 Attachment #2 – By-law 2023-48

Approvals

Prepared and submitted by:

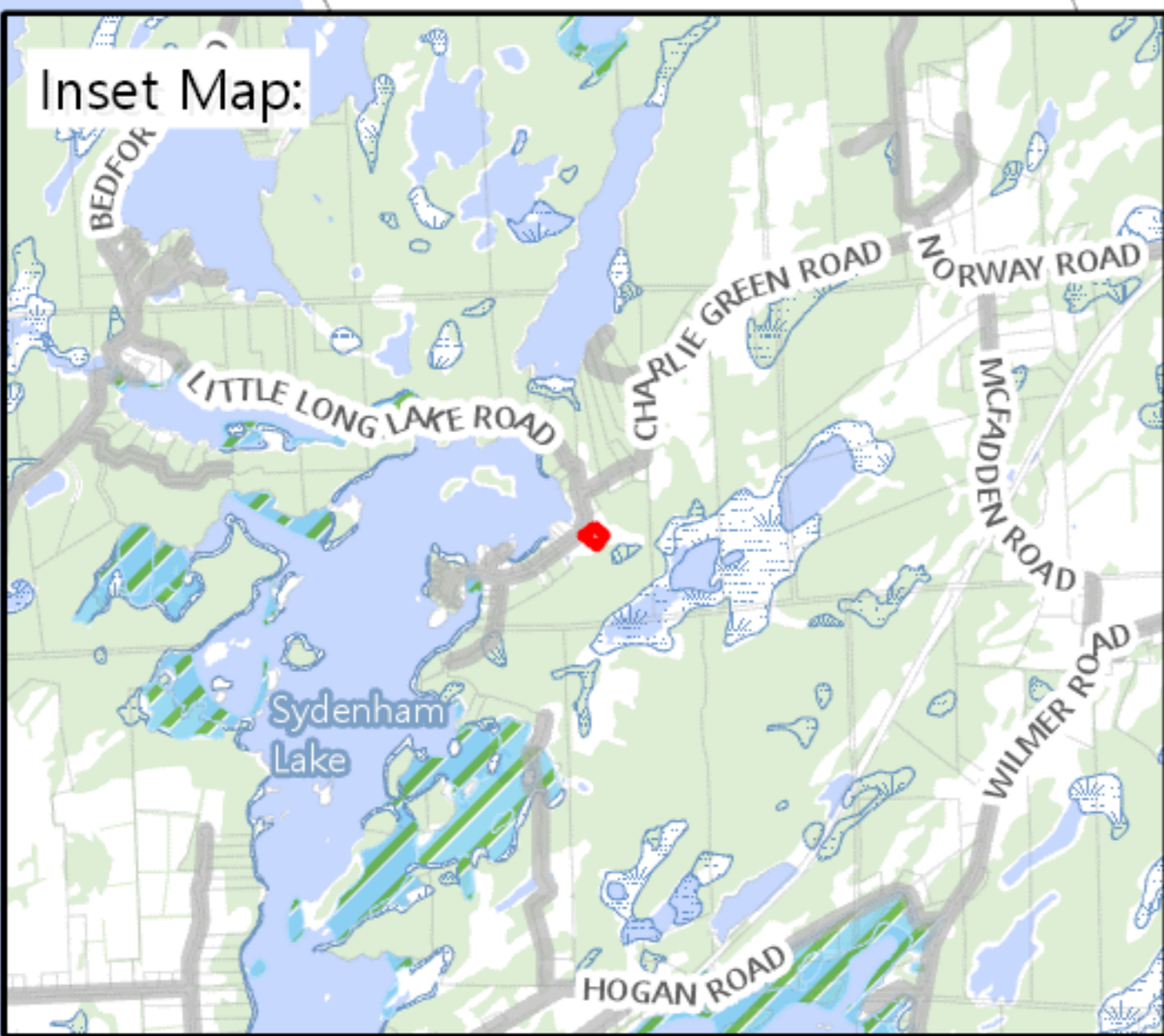


Michelle Hannah
 Deputy Clerk

Approved By:



Louise Fragnito, CPA, CGA
 Chief Administrative Officer



2019 EEL BAY RD

2015 EEL BAY RD

2052 EEL BAY RD

2054 EEL BAY RD

EEL BAY ROAD

LANDS TO BE ADDED TO 2041 EEL BAY RD






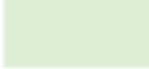





2041 EEL BAY RD



SOUTH FRONTENAC

EEL BAY ROAD

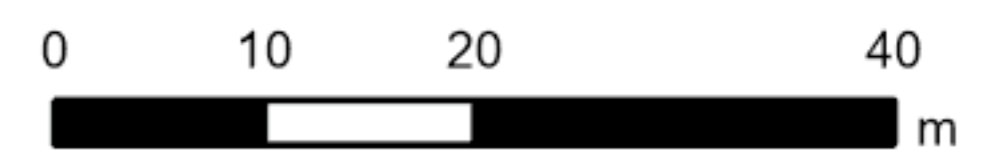
Legend

-  Subject Property
-  Lands to be added to 2041 Eel Bay Road
-  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

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

Scale: 1:1,000



UTM Zone 18 NAD 83

Date: 2023-05-23

Township of South Frontenac

By-Law Number 2023-48

Being a by-law to stop up, close and sell a portion of road allowance being Parts 14, 15, 16, 17 and 20 13R13072, Part of Long Street and 0.3 metre reserve, Plan of Subdivision 1540 Township of South Frontenac Loughborough; Thake.

Whereas the Municipal Council of the Township of South Frontenac may pass a by-law to stop up, close and sell any highway or part thereof pursuant to the Municipal Act, section 34(1);

And whereas it was the intention of Council in 1996 to transfer these parts to correct a mistake on Subdivision Plan 1540;

And whereas no objections have been received to the road closing:

Now therefore the Corporation of the Township of South Frontenac by its Council, hereby enacts as follows:

1. **That** the portion of road allowance being Parts 14, 15, 16, 17 and 20 13R13072, being part of PIN 36279-1161 (hereinafter, the "Said Lands") be and is hereby permanently closed.
2. **That** the Said Lands be and are hereby declared surplus to the Municipality's needs.
3. **That** the Municipality shall convey its interest in Parts 14, 15, 16, 17 and 20 13R13072 to the Terrance Raymond Thake or as directed by him, provided that such direction must be as a lot addition to one or more of the abutting properties located in South Frontenac. For clarity, this closure shall not create a new lot of record for Parts 14, 15, 16, 17 and 20 13R13072 but shall only enlarge existing landholdings owned by Terrance Raymond Thake located within South Frontenac.
4. **That** the consideration for the conveyance of land described in paragraph 3 above shall be \$1.00.
5. **That** the Mayor and Clerk are hereby authorized and directed to execute such documents as are required.
6. **That** a certified copy of this by-law be registered in the appropriate Land Registry Office.
7. **That** this By-law shall come into force and take effect upon registration of this By-law.

Dated at the Township of South Frontenac this 6th day of June, 2023.

Read a first and second time this 6th day of June, 2023.

Read a third time and finally passed this 6th day of June, 2023.

The Corporation of the Township of South Frontenac

Ron Vandewal, Mayor

James Thompson, Clerk

Township of South Frontenac

Staff Report



To: Council

Prepared by: Office of the Clerk

Date of Meeting: June 6, 2023

Subject: **LCS-2023-01 (1059873 Ontario Ltd.) (Matias) Licence Agreement Application, 0.3 metre reserve, Willowbrook Subdivision, Phase 2, Storrington**

Summary

An application has been received asking that Council consider entering into a Licence Agreement to allow the use of a portion of the 0.3 metre reserve owned by the Township described as Block 12, Plan 13M105 on Willowbrook Drive between Phase 1 and 2.

Recommendation

That By-law 2023-49 being a By-law to direct the Mayor and the Clerk to enter into a Licence Agreement with the applicant for the 0.3 metre reserve on Willowbrook Drive, Block 12 on Plan 13M105 be given first and second reading; and

That By-law 2023-49 be given third reading, signed and sealed.

Background

The Applicant, 1059823 Ontario Limited is preparing to develop Phase 2 of the Willowbrook Subdivision, Plan 13M105, attached to this Report as Exhibit #1. To facilitate the development of the lands, the developer must cross over a section of the 0.3 metre reserve known as Block 12 on Plan 13M105 that is owned by the Township. The applicant is seeking a Licence Agreement with the Township to facilitate the legal crossing of this reserve.

Discussion/Analysis

Planning Services staff have advised that a Licence Agreement is required for the use of the 0.3 metre reserve and have no issues with the application.

Staff have reached out to Public Services staff for their comments, and they also have no concerns with the application.

It is the opinion of staff that the approval of the application represents a good practice to ensure the orderly and legal development of the subdivision.

Township of South Frontenac
 Staff Report - LCS-2023-01 (1059873 Ontario Ltd.) (Matias) Licence Agreement Application, 0.3 metre
 reserve, Willowbrook Subdivision, Phase 2, Storrington

A Licence Agreement has been prepared and is attached to the Report as Exhibit #2. The Agreement will be entered into by the Township and the Applicant and will form a schedule to the By-law to facilitate registration on the Applicant's title.

Financial Implications

The application fee has been paid by the applicant.

The applicant will be responsible for the payment of legal fees to have the documents registered on title to the benefitting lands.

A fee of \$10.00 per year due January 31st, is required for every Licence Agreement to keep it in good standing.

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

- Public Services staff

Attachments

Exhibit #1 – Plan 13M105
 Exhibit #2 – Licence Agreement
 Exhibit #3 – By-Law 2023-49

Approvals

Prepared and submitted by:



Michelle Hannah
 Deputy Clerk

Township of South Frontenac
Staff Report - LCS-2023-01 (1059873 Ontario Ltd.) (Matias) Licence Agreement Application, 0.3 metre
reserve, Willowbrook Subdivision, Phase 2, Storrington

Reviewed by:



James Thompson
Clerk

Approved by:



Louise Fragnito, CPA, CGA
Chief Administrative Officer

PLAN OF SUBDIVISION OF PART of LOTS 18 and 19, CONCESSION 2 PART of the ROAD ALLOWANCE between LOTS 18 and 19, CONCESSION 2 Geographic Township of Loughborough (Former Municipal Township of Storrington) TOWNSHIP of SOUTH FRONTENAC COUNTY of FRONTENAC

PLAN 13M-105

I CERTIFY that this PLAN is REGISTERED in the LAND REGISTRY OFFICE for the LAND TITLES DIVISION of FRONTENAC (No. 13) at 9:07 O'CLOCK on the 20 day of April, 2016 AND ENTERED IN THE PARCEL REGISTER FOR PROPERTY IDENTIFIER No. 36292-0304 AND THE REQUIRED CONSENTS ARE REGISTERED as PLAN DOCUMENT No. PL 217802

L Fawcett REPRESENTATIVE FOR THE LAND REGISTRAR FOR THE LAND TITLES DIVISION OF FRONTENAC (No.13)

THIS PLAN COMPROMISES PART OF PIN 36292-0304

SCALE = 1:1500



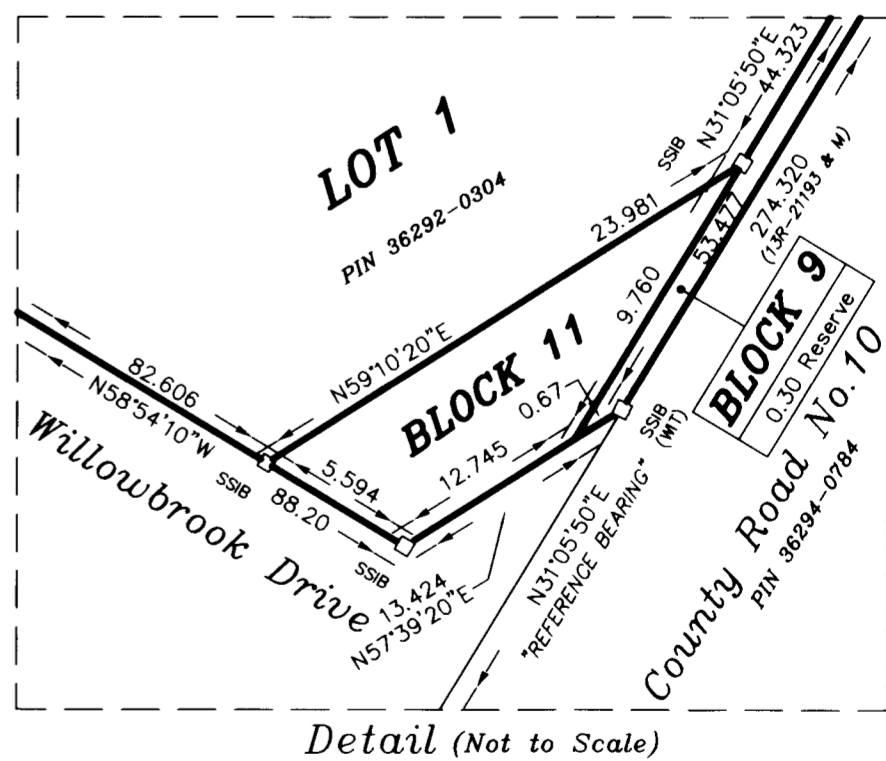
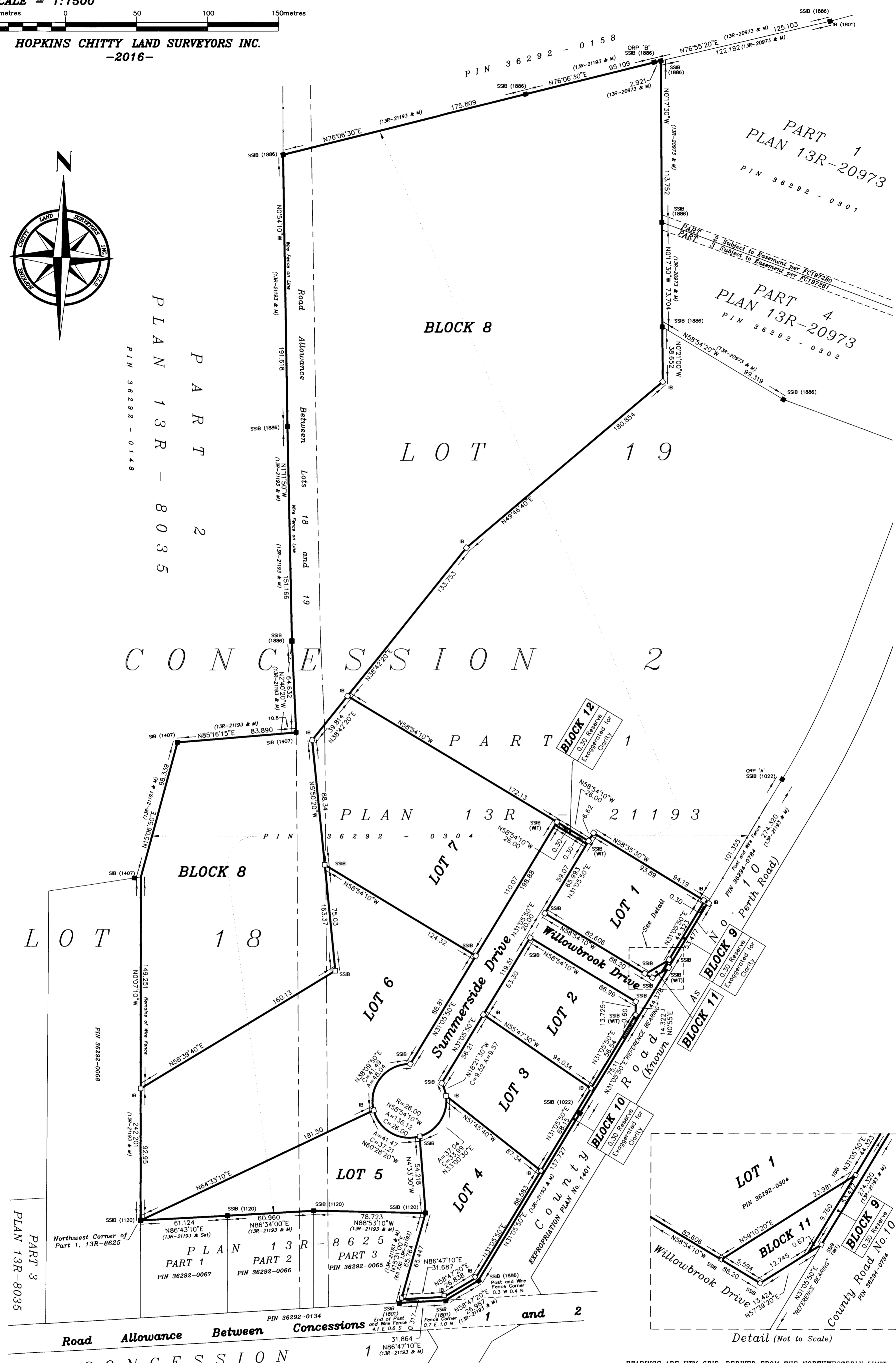
HOPKINS CHITTY LAND SURVEYORS INC. -2016-



PLAN 13R-8035 PART 2

PART 1 PLAN 13R-20973

PART 4 PLAN 13R-20973



LEGEND:

- SSIB'S PLANTED DUE TO INSUFFICIENT OVERBURDEN
- denotes Planted Survey Monument
SIB Found Survey Monument
Standard Iron Bar
SSIB Short Standard Iron Bar
IB Iron Bar
IB# Iron Bar (round)
RB Rock Bar
RP Rock Post
(WIT) Witness
(M) Measured
(R.P.) Registered Plan
(HP) Hydro Pole
(1022) N. Bruce Campbell - O.L.S.
(1886) Hopkins Chitty Land Surveyors Inc.
(1407) Orange W. Eliott Ltd. - O.L.S.
(1120) James A. Minnes - O.L.S.

COUNTY OF FRONTENAC

FINAL APPROVAL - NEW ACT
THIS FINAL PLAN OF SUBDIVISION IS APPROVED UNDER ss. 51 (58) OF THE PLANNING ACT ON THIS 22 DAY OF March, 2016

JANNETTE AMINI CLERK

OWNER'S CERTIFICATE

THIS IS TO CERTIFY THAT:
1. LOTS 1 TO 7, BOTH INCLUSIVE, BLOCKS 8 AND 11, RESERVES NAMED BLOCKS 9, 10 AND 12 AND STREETS BEING WILLOWBROOK DRIVE AND SUMMERSIDE DRIVE HAVE BEEN LAID OUT IN ACCORDANCE WITH MY INSTRUCTIONS.
2. THE STREETS ARE HEREBY DEDICATED TO THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC AS PUBLIC HIGHWAY.

OWNER: DATED THE 22 DAY OF March, 2016. TONY MATIAS PRESIDENT, 1059823 ONTARIO LTD. (I HAVE THE AUTHORITY TO BIND THE CORPORATION)

Table with 3 columns: POINT ID, NORTHING, EASTING. Rows for ORP 'A' and ORP 'B'.

BEARINGS ARE UTM GRID, DERIVED FROM THE NORTHWESTERLY LIMIT OF COUNTY ROAD No. 10 PER 13R-21193 HAVING A BEARING OF N31°05'50"E UTM ZONE 18, NAD83 (CSRS) (1997.0) DESIGNATED HEREOF AS "REFERENCE BEARING".
FOR BEARING COMPARISONS, A ROTATION OF 1°25'00" CLOCKWISE WAS APPLIED TO BEARINGS ON 13R-19006
DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.9997519
DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

SURVEYOR'S CERTIFICATE:

I CERTIFY THAT:
1. This Survey and Plan are correct and in accordance with the SURVEYS ACT, the SURVEYORS ACT and the LAND TITLES ACT and the REGULATIONS made under them.
2. The SURVEY was completed on the 3rd day of November, 2015

HOPKINS CHITTY LAND SURVEYORS INC.

DATE: FEBRUARY 11, 2016

PHIL W. CHITTY - O.L.S.

HOPKINS CHITTY LAND SURVEYORS INC. Ontario Land Surveyors www.hopkinschitty.com. Includes address and contact info.



TOWNSHIP OF SOUTH FRONTENAC

BY-LAW 2023-49

Being a by-law to authorize the execution of a Licence Agreement between the Township of South Frontenac and 1059823 Ontario Limited relating to the use of the 0.3 metre reserve known as Block 12, Plan 13M105; Storrington.

WHEREAS PURSUANT TO Section 9 of the *Municipal Act*, 2001, S.O. 2001, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS pursuant to Section 5.3 of the *Municipal Act*, 2001, c.25, the powers of every Council shall be exercised by by-law;

AND WHEREAS it is deemed expedient that the Township of South Frontenac enter into an agreement with 1059823 Ontario Limited respecting the use of the 0.3 metre reserve known as Block 12, Plan 13M105, District of Storrington for the purpose of developing Phase 2 of the Willowbrook Subdivision;

AND WHEREAS such agreement is required to set out the terms and conditions of the provision of such service;

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

1. That the Mayor and the Clerk are hereby authorized, on behalf of the Township of South Frontenac, to enter into and execute under its corporate seal, a Licence Agreement with 1059823 Ontario Limited.
2. That a copy of the said agreement shall remain attached to and form part of this by-law marked as Schedule A.
3. 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.
4. That this by-law shall be registered in the Land Registry Office and the Municipality shall be provided with the appropriate documentation that the registration has been completed within ten (10) business days of the date of registration.
5. That passage of this by-law shall be deemed to include authorization to legal counsel to register the same in the Land Registry Office without further written authorization.
6. That this by-law shall come into force and effect on the final date of passing.

Dated at the Township of South Frontenac this 6th day of June, 2022.

Read a first and second time this 6th day of June, 2022.

Read a third time and finally passed this 6th day of June, 2022.

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

Ron Vandewal, Mayor

James Thompson, Clerk

Township of South Frontenac Staff Report



To: Council

Prepared by: Development Services Department

Date of Meeting: June 6, 2023

Zoning By-law Amendment Application

Subject: PL-ZBA-2023-0040, 5006610 Ontario Ltd (Tchegus, Way, Babcock), 2496 Rutledge Road

Summary

This report recommends that Council pass a by-law to change the zone on a portion of the subject lands from Rural (RU) to Limited Service Residential – Waterfront (RLSW) and Limited Service Residential – Waterfront – Special Provision 36 (RLSW-36) to permit only residential uses to occur on the lands.

Recommendation

THAT By-law 2023-50 to amend the zoning on lands known as 2496 Rutledge Road, Part of Lot 7, Concession 5, District of Loughborough, Township of South Frontenac be given first and second reading; and

That By-law 2023-50 be given third reading, signed and sealed.

Background

Council held a public meeting under the Planning Act on May 16, 2023, 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 application is related to seven consent applications for lot additions (PL-BDJ-2022-0144 to PL-BDJ-2022-0149 and PL-BDJ-2022-0164). The lot additions ranged in area from 0.8 acres to 12.6 acres. These consent applications were approved by the Director of Development Services in February 2023. The purpose of the zoning by-law amendment is to implement conditions that require these lands to be rezoned. The zone on the lot additions would be changed from Rural (RU) to Limited Service Residential – Waterfront (RLSW) or Limited Service Residential – Waterfront – Special Provision 36 (RLSW-36) in

order to match the zone on the properties that are being enlarged. The RLSW-36 zone requires a reduced setback from the highwater mark for buildings on one of the properties.

Property Description

The subject property is a large rural property located east of Sydenham, between Rutledge Road and Sydenham Lake. It is developed with a dwelling and accessory buildings near Rutledge Road.

Sheila Lane runs through the centre of the subject property. There are several other rights-of-way off Sheila Lane including Carslake Lane, Boon Lane, Sparrow Ridge Lane, Sally Lane, and Fred Lane. These are all private roads, which serve as access to waterfront residential properties.

Related Applications

The property is subject to consent applications PL-BDJ-2022-0144 to PL-BDJ-2022-0149 and PL-BDJ-2022-0164 for lot additions.

Department and Agency Comments

The subject application, as well as the consent applications, did not require comment from any Township departments nor Cataraqui Conservation.

Public Services was not circulated because the applications are to facilitate lot additions and no new entrance on a public road is proposed as a part of the lot additions.

Building Services was not circulated because no development is proposed related to a sewage system for the lot additions.

Cataraqui Conservation was not circulated because the lots to be enlarged are already developed, and no additional development is proposed at this time.

Public Comments

A public meeting was held under the Planning Act on May 16, 2023. One individual who owns property off Carslake Lane spoke in favour of the lot additions noting that they will provide a buffer between the existing houses and potential future development of the retained lands.

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.

Township of South Frontenac

Staff Report - PL-ZBA-2023-0040, 5006610 Ontario Ltd (Tchegus, Way, Babcock), 2496 Rutledge Road

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.

The purpose of the lot additions is to enlarge each of the seven benefitting lands 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/or waterfrontage standards of the Township of South Frontenac Official Plan and Zoning By-law No. 2003-75. Most of the enlarged lots will continue to be deficient by some or all of 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 Rural (RU), while the benefitting lands are zoned Limited Service Residential – Waterfront (RLSW). One of the benefitting lands is zoned RLSW-36. 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 the retained parcel would continue to be zoned RU.

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.

Township of South Frontenac

Staff Report - PL-ZBA-2023-0040, 5006610 Ontario Ltd (Tchegus, Way, Babcock), 2496 Rutledge Road

Notice/Consultation

Council held a virtual public meeting under the *Planning Act* on May 16, 2023.

Attachments

1. Location map
2. By-law 2023-50

Approvals

Report Prepared By:

Christine Woods, MCIP, RPP, Senior Planner

Submitted By:



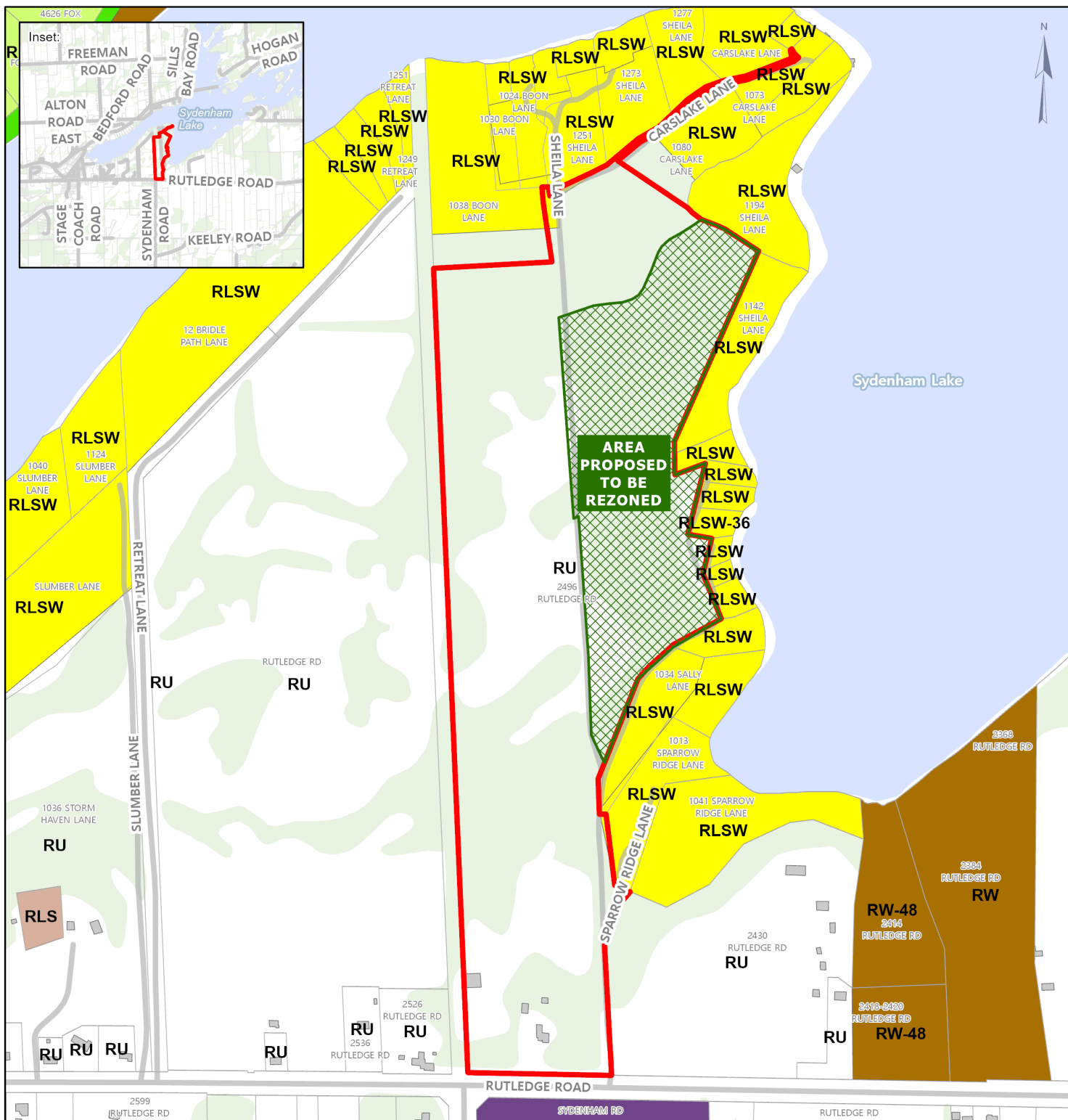
Brad Wright
Director of Development Services

Approved By:



Louise Fragnito, CPA, CGA
Chief Administrative Officer

Location Map



**TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2023-50**

BEING A BY-LAW TO AMEND BY-LAW 2003-75, AS AMENDED, TO REZONE LANDS FROM RURAL (RU) TO LIMITED SERVICE RESIDENTIAL – WATERFRONT (RLSW) AND LIMITED SERVICE RESIDENTIAL – WATERFRONT – SPECIAL PROVISION (RLSW-36) ON LANDS DESCRIBED AS 2496 RUTLEDGE ROAD, PART LOT 7 CONCESSION 5, DISTRICT OF LOUGHBOROUGH: 5006610 ONTARIO LTD.

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

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

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

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

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

1. **THAT** Schedule “B” to Zoning By-law Number 2003-75 as amended, is hereby further amended by changing the zoning from Rural (RU) to Limited Service Residential – Waterfront (RLSW) and to Limited Service Residential – Waterfront – Special Provision 36 (RLSW-36) for the lands shown on Schedule “1”.

All other provisions of this By-law shall apply.

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 6th day of June, 2023.

Read a first and second time this 6th day of June, 2023.

Read a third time and finally passed this 6th day of June, 2023.

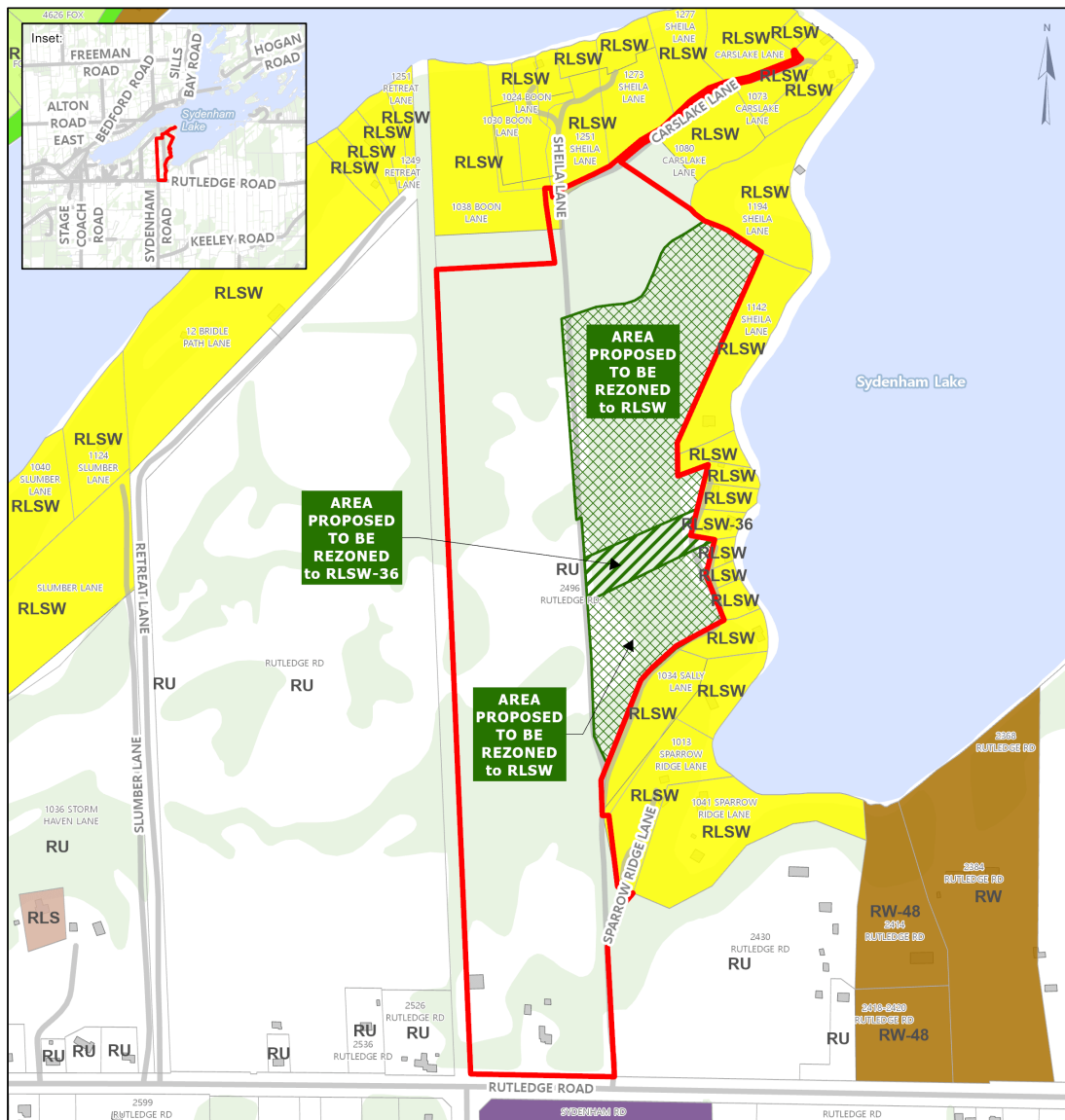
**THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC**

Ron Vandewal, Mayor

James Thompson, Clerk

Schedule 1

This is Schedule "1" to By-law No. 2023-50



<p>SOUTH FRONTENAC</p> <p>(5006610 ONTARIO LTD.) (WAY & TCHEGUS) (BABCOCK) 2496 RUTLEDGE RD. PL-ZBA-2023-0040</p> <p>Scale: 1:6,500</p>	<p>LEGEND</p> <p> Subject Lands</p> <p> Area to be Rezoned to RLSW</p> <p> Area to be Rezoned to RLSW-36</p> <p> Parcels</p> <p> Building Footprints</p> <p> Wooded Area</p> <p> Waterbody</p> <p> Road</p>		<p>Zoning</p> <p> AGRICULTURAL ZONE (A)</p> <p> COMMUNITY FACILITY ZONE (CF)</p> <p> ENVIRONMENTAL PROTECTION ZONE (EP)</p> <p> MOBILE HOME RESIDENTIAL ZONE (MHR)</p> <p> OPEN SPACE - PUBLIC ZONE (OS)</p> <p> OPEN SPACE - PRIVATE ZONE (OSP)</p> <p> PIT 'A' ZONE (PA)</p>		<p> PIT 'B' ZONE (PB)</p> <p> QUARRY 'A' ZONE (QA)</p> <p> QUARRY 'B' ZONE (QB)</p> <p> RESIDENTIAL ZONE (R)</p> <p> RURAL COMMERCIAL ZONE (RC)</p> <p> RURAL INDUSTRIAL ZONE (RI)</p> <p> LIMITED SERVICE RESIDENTIAL ZONE (RLS)</p>		<p> LIMITED SERVICE RESIDENTIAL - ISLAND ZONE (RLSI)</p> <p> LIMITED SERVICE RESIDENTIAL - WATERFRONT ZONE (RLSW)</p> <p> RECREATIONAL RESORT COMMERCIAL ZONE (RRC)</p> <p> RURAL ZONE (RU)</p> <p> WATERFRONT RESIDENTIAL ZONE (RW)</p> <p> SALVAGE YARD INDUSTRIAL ZONE (SI)</p> <p> TEMPORARY USE ZONE (TUZ)</p>		<p> URBAN COMMERCIAL ZONE (UC)</p> <p> URBAN INDUSTRIAL ZONE (UI)</p> <p> URBAN MULTIPLE RESIDENTIAL ZONE (UMR)</p> <p> URBAN RESIDENTIAL ZONE - FIRST DENSITY ZONE (UR1)</p> <p> URBAN RESIDENTIAL ZONE - SECOND DENSITY (UR2)</p> <p> WASTE DISPOSAL ZONE (WD)</p>	
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Produced by the County Frontenac under license with the Ontario Ministry of Natural Resources © King's Printer for Ontario, 2022. While the County 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: 2023-05-12

Passed this 6th day of June, 2023

Ron Vandewal, Mayor

James Thompson, Clerk

Township of South Frontenac Staff Report



To: Council

Prepared by: Public Services Department

Date of Meeting: June 6, 2023

Subject: **Award of Tender # PS-2023-04 Traffic Sign Inventory & Retro-Reflectivity Testing**

Summary

This report provides background on the budget and award of contract for the annual traffic sign inventory and reflectivity testing.

Recommendation

This report is for information only.

Background

O. Reg. 239/02 Minimum Maintenance Standards for Municipal Highways requires all municipalities in the Province of Ontario to check that the retro reflectivity values of regulatory and warning signs meet the retro reflectivity requirements of the Ontario Traffic Manual. These inspections are required once per calendar year, with each inspection taking place not more than 16 months from the previous inspection.

As part of this yearly program, Public Services includes the data collection and inventory of each regulatory and warning sign listed under O. Reg. 239/02 Minimum Maintenance Standards. This allows the Township to make plans in the replacement of signs that do not meet the regulation by means of illegible, improperly oriented, obscured, or missing. The minimum standard is to repair or replace signs within the time set out in the regulation which is based on the road class after becoming aware of the deficient sign, as defined under the regulation.

On February 22nd, 2023, the Township released a tender for sign inspection and inventory collection services of 3,550 traffic regulatory and warning signs throughout the Township on Biddingo and advertised on the Township's website. The tender is a one year contract with options for 2024 and 2025. On March 22nd, 2023, the tender closed with a total of one (1) tender submission received.

The results of the tender bids were as follows:

Supplier	Total <i>(Inc. Net HST Rebate)</i>
Advantage Data Collection Ltd	\$27,021.35

The tender was subsequently found to be complete and in compliance with the requirements of the procurement bylaw.

Discussion/Analysis

Staff completed a detailed review of the Advantage Data Collection Ltd bid submission and found their tender bid to be balanced. Advantage Data Collection Ltd is from Brighton Ontario and has successfully completed sign inspection and inventory programs for various municipalities, including the Township in 2019. Advantage Data Collection Ltd are well resourced to carry out the prescribed work.

This project is within the prescribed budget and has therefore been awarded to Advantage Data Collection Ltd under Delegated Authority of the procurement bylaw.

Financial Implications

The 2023 operating budget has allocated \$30,000 in funding towards this activity. The current contract with Advantage Data Collection Ltd totalling \$27, 021.35 (inc. net HST rebate), will therefore result in a surplus of \$ 2,978.65.

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

- Director of Corporate Services & Treasurer

Township of South Frontenac

Staff Report - Award of Tender # PS-2023-04 Traffic Sign Inventory & Retro-Reflectivity Testing

Attachments

None

Approvals

Submitted By:



Ronnie Joslin, C.E.T.
Construction Technologist

Reviewed By:



Kyle Bolton, C.E.T.
Director of Public Services

Approved By:



Louise Fragnito, CPA, CGA
Chief Administrative Officer



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

June 1, 2023

To: Member Municipalities

Re: **RVCA's 2022 Annual Report**

Dear Member Municipalities,

The Rideau Valley Conservation Authority (RVCA) is pleased to present you with a copy of our 2022 Annual Report.

This report highlights the programs and services we deliver on behalf of the province, our municipalities, and the community to help protect people and property from natural hazards and protect the natural resources we all rely on for clean water and flood and erosion protection.

Our accomplishments would not be possible without the invaluable support of our municipalities, funders, community volunteers and many project partners – so thank you!

Key highlights include:

Providing Access to Nature

- Welcomed 317,000 visitors to our conservation areas
- Began construction on two fully accessible pedestrian bridges
- Provided outdoor education to 6,783 students from over 60 schools

Protecting and Restoring the Watershed

- Reinspected 733 septic systems around lakes to ensure they are functioning
- Planted another 239,500 trees, bringing our total to over 7 million
- Naturalized another 69 shorelines, bringing our total to over 40 kilometres
- Funded another 205 rural clean water projects, bringing our total to over 2,000
- Introduced ALUS Lanark providing new funding to farmers in Lanark County

Understanding the Watershed

- Monitored 24 sites for water levels, flow and precipitation

**Proudly working in partnership
 with our 18 watershed municipalities**

Athens, Augusta, Beckwith, Central Frontenac, Clarence-Rockland,
 Drummond/North Elmsley, Elizabethtown-Kitley, Merrickville-Wolford, Montague,
 North Dundas, North Grenville, Ottawa, Perth, Rideau Lakes, Smiths Falls, South Frontenac, Tay Valley, Westport

- Issued 12 flood messages but no low water messages
- Completed 2 floodplain mapping studies and continued work on 3 others
- Monitored 39 lakes and 117 stream sites for water quality
- Prepared 2023 Watershed Report Card

Supporting Sustainable Development

- Commented on 1,392 planning applications on behalf of municipalities
- Processed 353 applications for Section 28 permits
 - 99% of permits were issued within provincial timelines
 - 58% were issued in half the time
- Processed 734 applications for septic permits
 - Most were issued in half the provincial timeline
- Septic services were also expanded to seven new municipalities

If you would like paper copies of our annual report or if you would like more detailed information about any of our projects or programs, please contact Marissa Grondin at marissa.grondin@rvca.ca.

We would also appreciate an opportunity to present this report to Council to highlight work in your municipality, discuss municipal priorities, hear feedback and answer questions. Please contact Marissa to arrange a presentation date.

Thank you again for your ongoing support and valued partnership and we look forward to continuing to work with you in 2023!

Sincerely,



Sommer Casgrain-Robertson
General Manager / Secretary-Treasurer

Attached: RVCA 2022 Annual Report



2022

ANNUAL
REPORT





2022 was a year of restoration and renewal. As staff returned to pre-COVID programming and workspaces, we also embarked on a number of new and exciting projects to support our watershed and its communities.

2022 was a year of restoration and renewal. As staff returned to pre-COVID programming and workspaces, we also embarked on a number of new and exciting projects to support our watershed and its communities.

At our conservation areas, staff kicked off multiple capital projects including the long-awaited accessible pedestrian bridge at Baxter Conservation Area. Thanks to special funding secured through our Foundation's Nature For All committee, the new bridge and its accessible learning platforms will help people of all ages and abilities get up close and personal with Baxter's thriving marshlands. Outdoor education staff at Baxter and Foley Mountain also welcomed the return of school groups following the pandemic, while continuing to offer forest school which grew in popularity during remote learning.

Our stewardship team launched a new chapter of ALUS in partnership with the County of Lanark and Mississippi Valley Conservation Authority. This new program helps farmers in Lanark expand environmental services on their property. During the program's inaugural year, nine wetland projects were completed to protect local water quality and support biodiversity. This new program is in addition to ongoing wetland restoration projects along Stillwater Creek in Nepean and in the Hutton Marsh near Lombardy. Going forward, it will complement our robust stewardship grant programs that support tree planting, shoreline naturalization and clean water projects.

On the planning and regulations side, our septic team expanded its permit and approvals program to include seven new municipalities previously served by the Leeds, Grenville and Lanark District Health Unit, while our planning and regulations staff welcomed a return to pre-pandemic workloads after several record-breaking years.

Science and engineering staff were also busy monitoring conditions across the watershed with help from new weather stations and the return of community volunteers who we missed during COVID. The return of volunteers and a full complement of summer students meant all programs were back to full capacity collecting critical data that municipalities and the RVCA use to make important decisions related to development, land use planning and resource management.

We are proud of the RVCA team for their dedication to conservation in the Rideau Valley. Whether they're adding resiliency through stewardship, protecting communities through permit approvals, maintaining our conservation lands, leading ground-breaking outdoor education programs or collecting critical watershed data, staff work tirelessly to ensure the watershed is healthy and thriving for all who call it home.

Pieter Leenhouts
Past Chair

Sommer Casgrain-Robertson
General Manager/Secretary-Treasurer



THE RVCA is one of 36 conservation authorities in Ontario working to manage local watersheds to protect people and property from natural hazards and conserve critical natural resources.

Since 1966, the RVCA has worked closely with its member municipalities, provincial and federal governments, local landowners, farmers, businesses and community groups to protect communities from natural hazards, guide sustainable development, improve water quality and connect people with nature.

The RVCA looks to build resilient communities in the face of climate change and population growth by promoting an integrated watershed approach — one that balances human, environmental and economic needs. Our success is based on partnerships that accomplish local initiatives at the watershed scale.

OUR VISION: A thriving watershed with clean abundant water, natural shorelines, rich forests and wetlands, diverse habitat and sustainable land use that is valued and protected by all.

OUR MISSION: To understand, manage, protect, restore and enhance the Rideau watershed through science, stewardship, education, policy and leadership.

The Rideau Valley watershed is located on the traditional unceded territory of the Algonquin Anishinaabeg people as well as the traditional territory of the Anishnabek, Huron-Wendat, Haudenosaunee and Oneida peoples. The RVCA pays respect to all Indigenous peoples in the watershed and acknowledges that they are the traditional guardians of this land and water. RVCA is working to deepen its understanding of local Indigenous peoples, cultures and knowledge and finding meaningful ways to collaborate and support reconciliation.

2022 Board of Directors

Pieter Leenhouts, Chair	Ottawa
Judy Brown, Vice Chair	Perth
Andy Jozefowicz	Athens
Dale McLenaghan	Augusta
Brian Dowdall	Beckwith
Victor Heese	Central Frontenac
<i>Vacant</i>	<i>Clarence-Rockland</i>
Jamie Crawford	Ottawa
George Darouze	Ottawa
Julie Graveline	Ottawa
Scott Moffatt	Ottawa
Anne Robinson	Ottawa
Steve Fournier	Drummond/North Elmsley
Rob Rothgeb	Elizabethtown-Kitley
Bob Foster	Merrickville-Wolford
Vince Carroll	Montague
Gerry Boyce	North Dundas
Kristin Strackerjan	North Grenville
Carolyn Bresee	Rideau Lakes
Shawn Pankow	Smiths Falls
John McDougall	South Frontenac
Gene Richardson	Tay Valley
Robin Jones	Westport
Mel Foster	Agricultural Sector



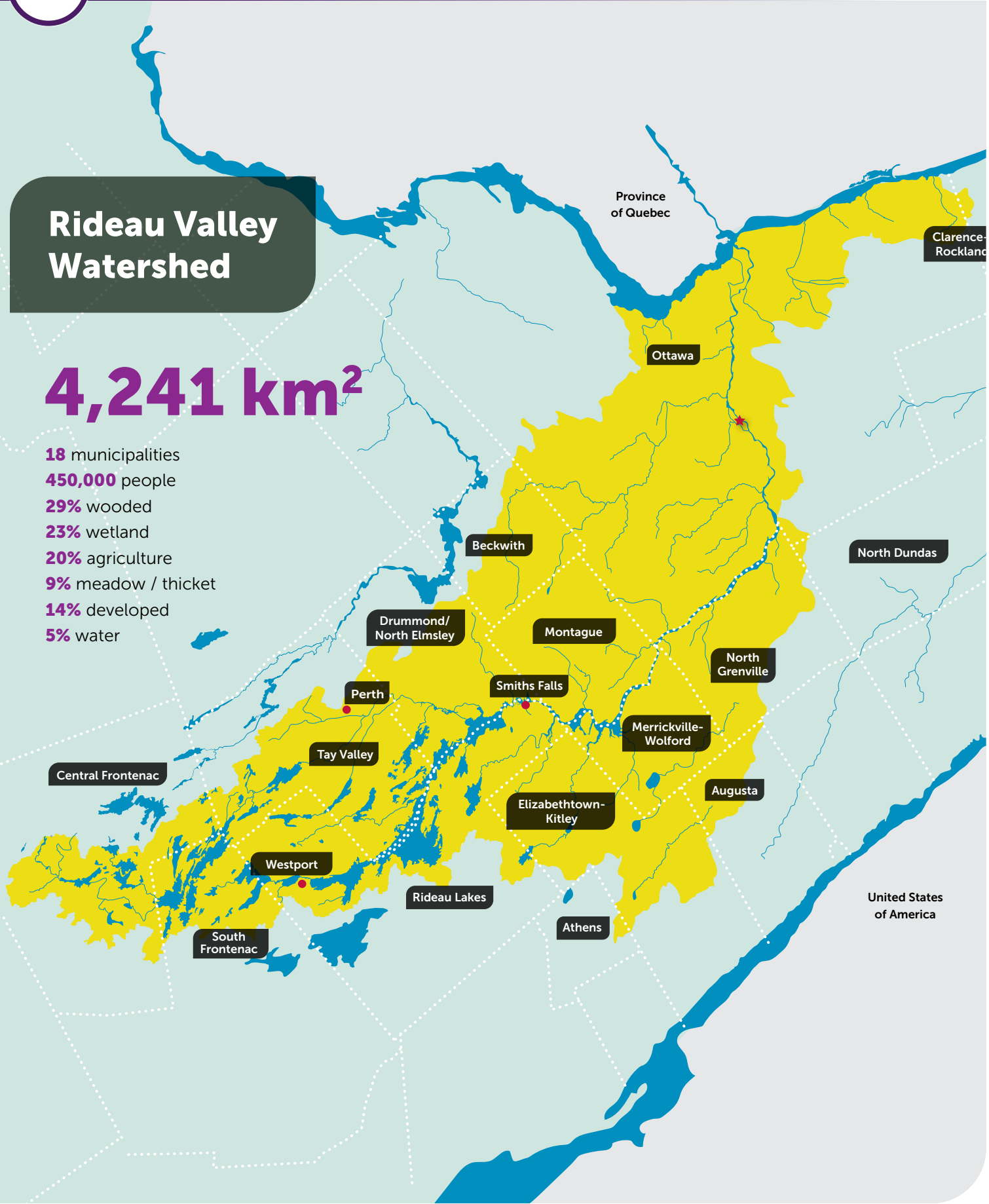


The Rideau Valley Watershed

Rideau Valley Watershed

4,241 km²

- 18 municipalities
- 450,000 people
- 29% wooded
- 23% wetland
- 20% agriculture
- 9% meadow / thicket
- 14% developed
- 5% water





Visitors enjoy the Conservation Zone tent at the International Plowing Match in Kemptville in September 2022.

CORPORATE SERVICES supports the whole organization, enabling it to perform its functions and deliver programs in an efficient and cost-effective manner.

The department is responsible for strategic planning, budgeting, financial reporting, business improvement, human resources, communications, IT, GIS, member services, fundraising and administration.

\$11.67M

budget for 2022

69

staff plus 16
summer students

23

board members

- Welcomed a new board member appointed by the Province to represent the agricultural sector and assisted municipalities with their appointment of Board members for 2023-2026
- Launched an online payment portal to enable clients to pay online for services (will expand to more program areas in 2023)
- Updated land cover data and received final LiDAR elevation data for the entire watershed which will support numerous municipal and RVCA programs
- Reopened the office to the public and implemented hybrid Board meeting and return-to-work models to address the lingering pandemic
- Hosted RVCA's annual watershed tour for Board members and municipalities at the Rideau Ferry Yacht Club where interactive displays showcased RVCA's programs and services
- Created a conservation education and demonstration tent at the International Plowing Match in Kemptville
- Reviewed Bill 23 (*More Homes Built Faster Act*) and worked with municipalities and other partners to prepare written comments and submissions



OUR PLANNING AND REGULATIONS

DEPARTMENT department brings watershed science, provincial policies and individual municipal needs together to help build safe, sustainable communities.



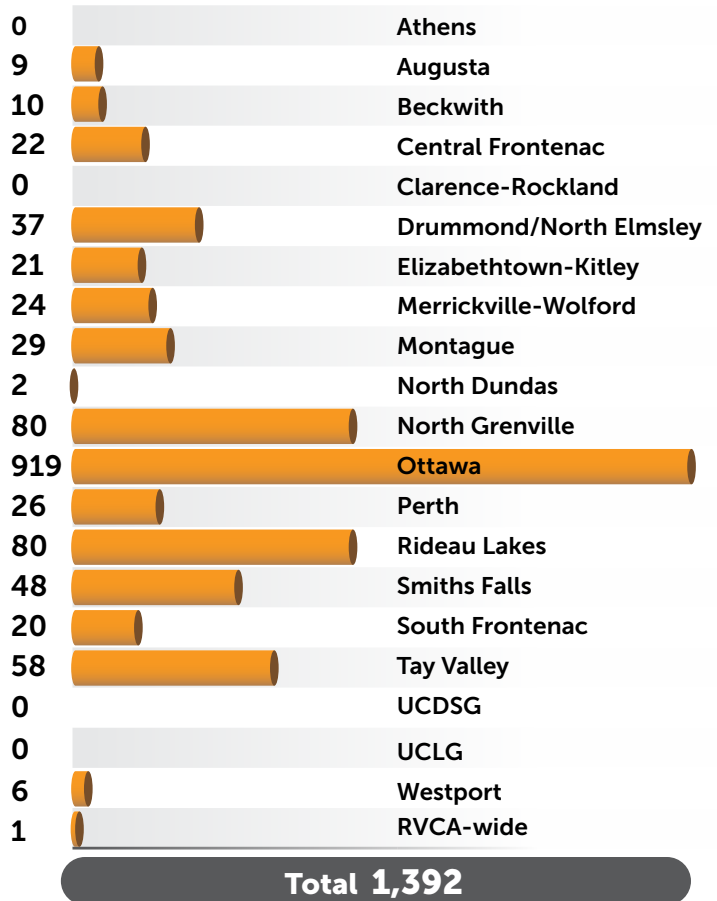


The RVCA provides planning advice to municipalities and is the approval authority for development affecting natural hazards like flooding, erosion, steep slopes, unstable soils and wetlands, as well as watercourses. Staff also approve the construction, enlargement or alteration of septic systems and provide septic re-inspection services to several municipalities.

Planning Reviews

- **127** Pre-consultation Meetings
- **468** Severances
- **390** Minor Variances
- **192** Site Plan Control
- **144** Zoning By-law Amendments
- **17** Official Plan Amendments
- **12** Subdivision Reviews
- **14** Condominium Applications
- **1** Community Design Plan Review
- **7** Part Lot Control
- **8** Lifting of 30-cm Reserve
- **5** Environmental Assessment Act Reviews
- **5** Official Plans/reviews
- **2** Comprehensive ZBA reviewed (Smiths Falls & Central Frontenac)

Planning Activities by Municipality, 2022



1,392
planning reviews



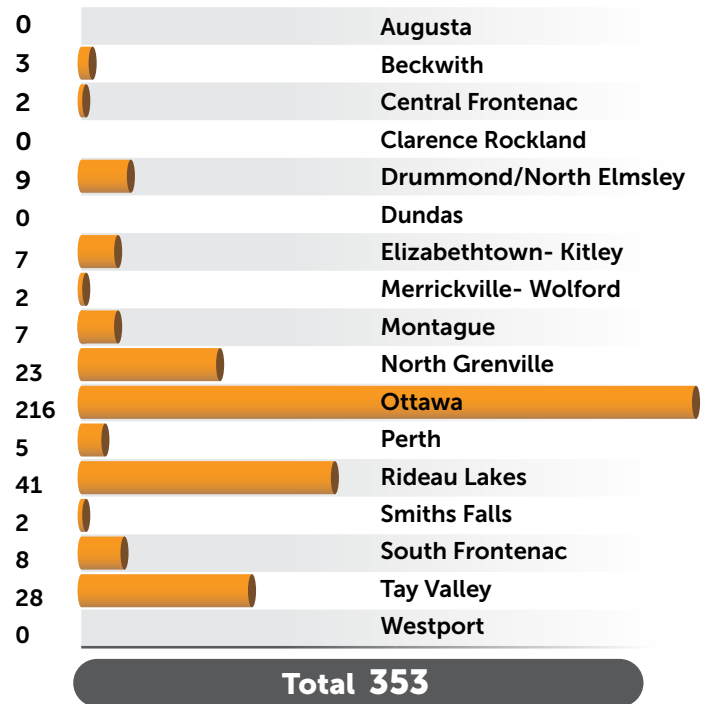


Section 28 Activities

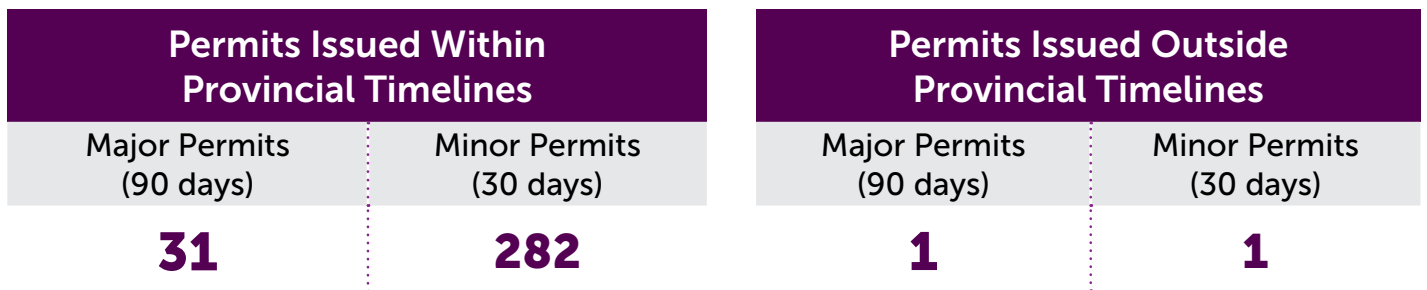
- **870** Property Inquiries
- **207** Clearance Letters
- **353** Applications
 - **86%** Approved
 - **8%** Ongoing
 - **5%** On hold
 - **1%** Withdrawn
- **75** Complaints/Occurrences
 - **7** Violations
 - **1** Charge laid under *Conservation Authorities Act*

353
permit applications

Section 28 Applications by Municipality, 2022



RVCA issued **99%** of Section 28 permits within provincial timelines:



In support of Conservation Ontario’s client service initiative, RVCA issued **58%** of its permits within the following enhanced service standards which it works to achieve where possible

- **28** days for major applications
- **21** days for minor application
- **14** days for routine applications

Source Water Protection Approvals

- Trained staff as Risk Management Inspectors and Officials
- Renegotiated Part IV Risk Management Agreement with Mississippi Mills
- Assisted the City of Ottawa with Risk Management work

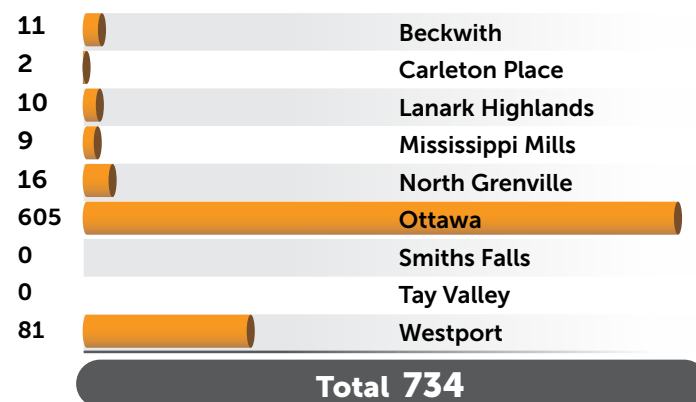


Septic System Services

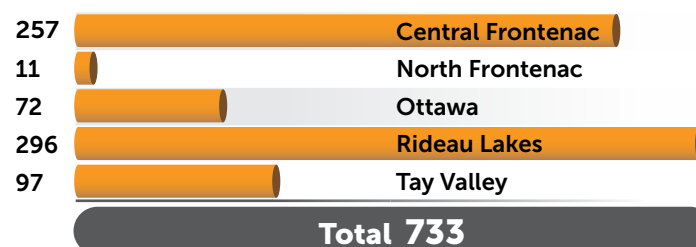
- Expanded septic approval services in partnership with Mississippi Valley Conservation Authority to seven new municipalities previously served by the Leeds, Grenville & Lanark District Health Unit
- 171** file search requests
- 622** applications for new or replacement septic systems
- 112** applications for septic renovations or alterations
- 24** complaints
- 733** septic re-inspections
- 3** virtual sessions of the *Ontario Building Code* Part 8 Installers Course delivered, welcoming **61** participants
- Distributed educational material to landowners about the care and maintenance of their septic system
- Published a new edition of *Septic Smart*, providing homeowners with information about the different types of septic systems and how to maintain them

Septic Applications by Municipality, 2022

New, replacement or renovation




Septic Re-Inspections by Municipality, 2022

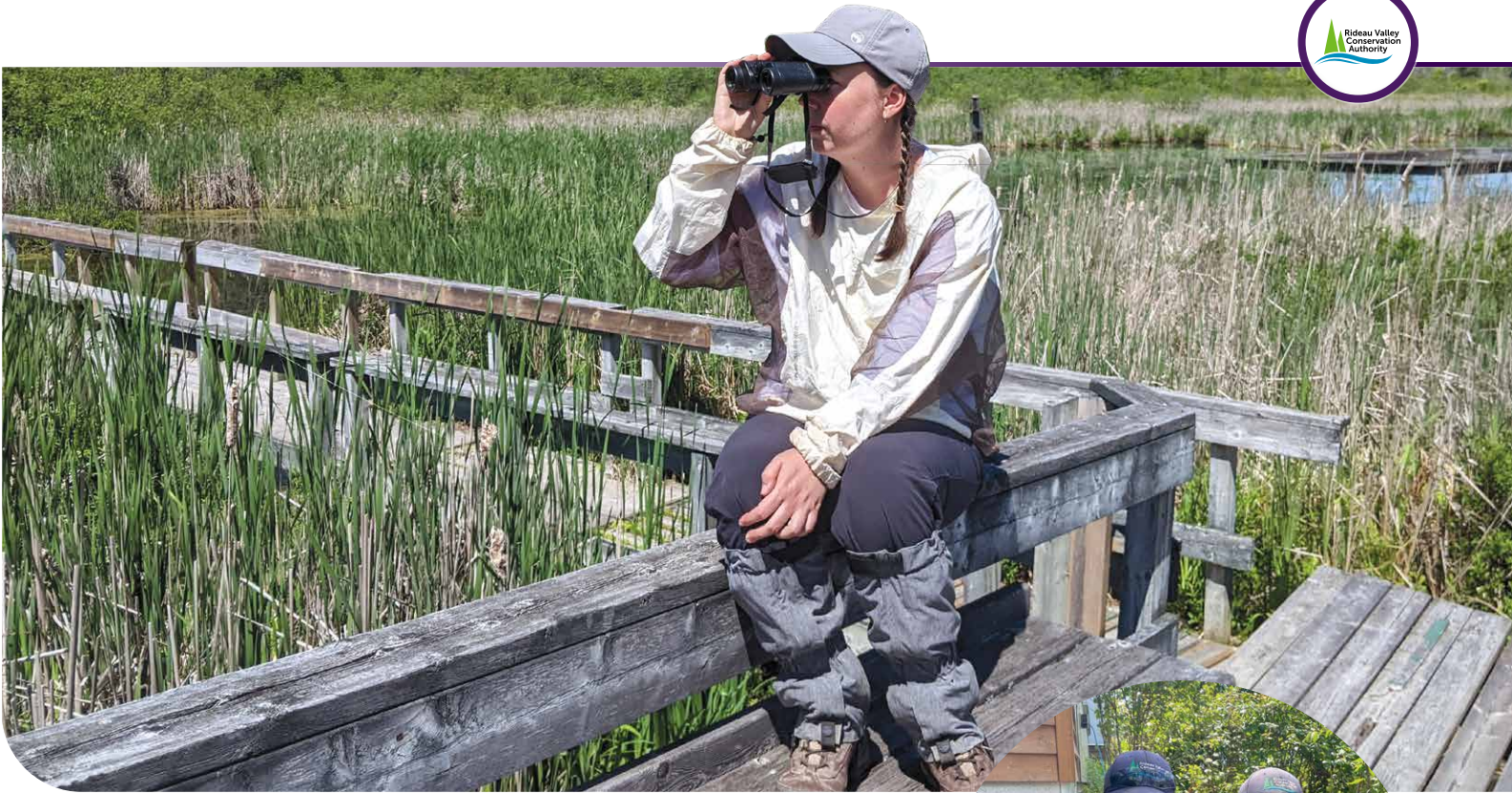


RVCA issues most septic permits within half the time prescribed by the *Ontario Building Code*:

Building Code Requirement	Building Code Timeline	RVCA Timeline
New Sewage System Permit	10 days	5 days
Clay Seal Inspection	5 days	48 hours
Scarification Inspection	5 days	48 hours
Installation Inspection	5 days	48 hours
Final Grading Inspection	5 days	48 hours

A photograph taken from the driver's perspective inside a tractor cab. The view is through a large window looking out onto a dense forest with tall, thin trees and a gravel path. In the foreground, the tractor's steering wheel, dashboard with gauges, and red mechanical components are visible. A semi-transparent text box is overlaid on the center of the image.

THE RVCA manages more than **3,300** hectares of conservation land for the strategic protection of natural hazards, critical natural resources and vulnerable habitats.



This includes 11 developed conservation areas offering trails, beaches, boat launches and a range of popular outdoor education programs. Conservation areas provide affordable recreation, education and tourism opportunities to watershed residents and communities.

Land Management

- **2,210** hectares of conservation land owned across the watershed
- **3,300+** hectares inspected and assessed annually
- **3** new properties totalling **127** hectares were donated to our Foundation in 2022
- **52** nest boxes monitored at nine conservation areas
- **23** Species at Risk projects maintained at six conservation areas in support of bobolink, butternut and barn swallows

Conservation Areas

- **11** public conservation areas maintained for public enjoyment
- **317,000** visitors in 2022 (up from 200,000 annually pre-pandemic)
- **42** kilometres of trails and **3** beaches maintained
- Replaced the boat launch ramps at W.A. Taylor Conservation Area
- Started construction on a replacement pedestrian bridge and learning platforms over the marsh at Baxter Conservation Area that will be accessible for people with a variety of abilities and mobility
- Began construction on a replacement accessible pedestrian bridge at Chapman Mills Conservation Area

317,000

conservation areas
visitors



6,783

children participated
in outdoor education
and summer camps

Outdoor Education

Baxter Conservation Area:

- **3,697** students from 62 schools, five school boards and numerous community groups participated in in-person outdoor education programs
- **145** students attended weekly in-person Forest School in spring and fall of 2022 (Winter Forest School was cancelled due to COVID-19 restrictions)
- **144** children participated in Summer Day Camps

Foley Conservation Area:

- **2,671** students participated in in-person outdoor education programs, including Forest School sessions in spring and fall (Winter Forest School was cancelled due to COVID-19 restrictions)
- **29** schools from across three school boards came to Foley Mountain for field trips
- **126** children participated in Summer Day Camps

Facilities and Rentals

- **2,402** people enjoyed rental facilities at Baxter Conservation Area (group camping areas, picnic shelter, Interpretive Centre, River Cabin)
- **2,000** participants and supporters welcomed to Baxter Conservation Area for the Ottawa Carleton District School Board Cross Country Meet
- **579** people enjoyed rental facilities at Foley Mountain conservation area (Interpretive Centre, Silversides, Group Campsite)
- Continued our successful partnership with Cabinscape, adding a second tiny cabin at Mica Mines Conservation Area

RVCA's Developed Conservation Areas



11
Conservation
Areas



STEWARDSHIP is essential to watershed health. Our stewardship team works with landowners, farmers, lake associations, businesses, government agencies and the public to undertake on-the-ground projects that improve the health and resilience of the watershed. Programs such as tree planting, shoreline restoration, clean water incentives, wetland enhancement and habitat creation help reduce flooding, erosion and droughts, protect water quality and reduce the impacts of climate change and development pressures.

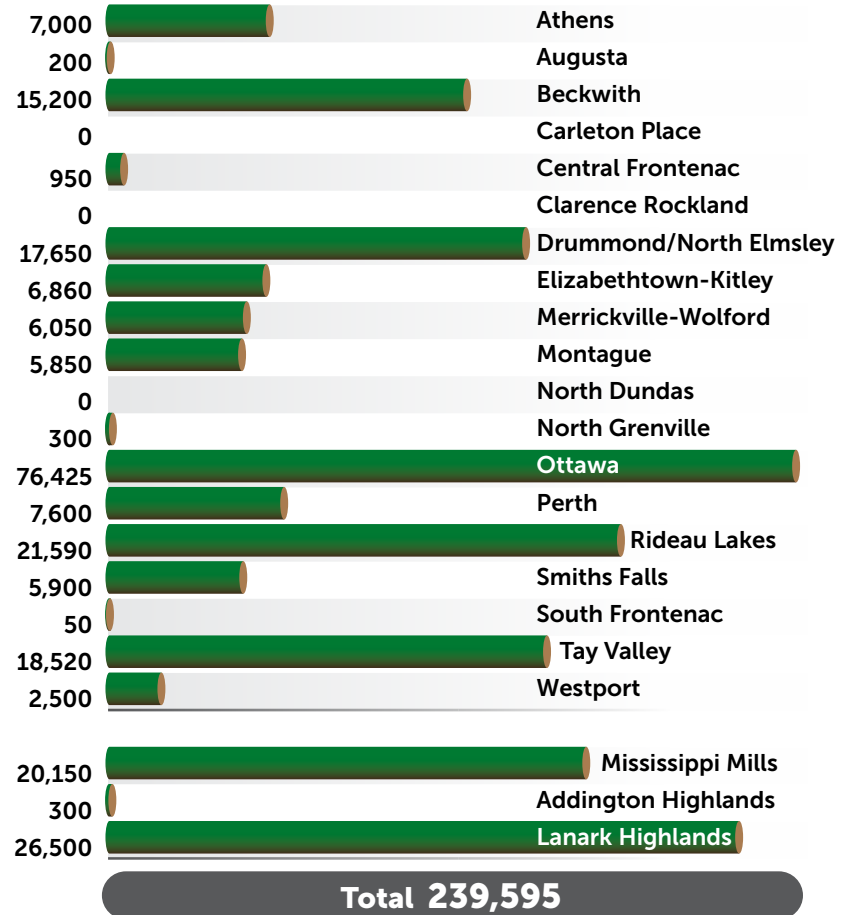


Tree Planting

- **239,595** trees planted in the Rideau and Mississippi watersheds (**76,425** in the City of Ottawa through the Green Acres program)
- **\$323,091** fundraised to help offset landowner costs



Tree Planting by Municipality, 2022

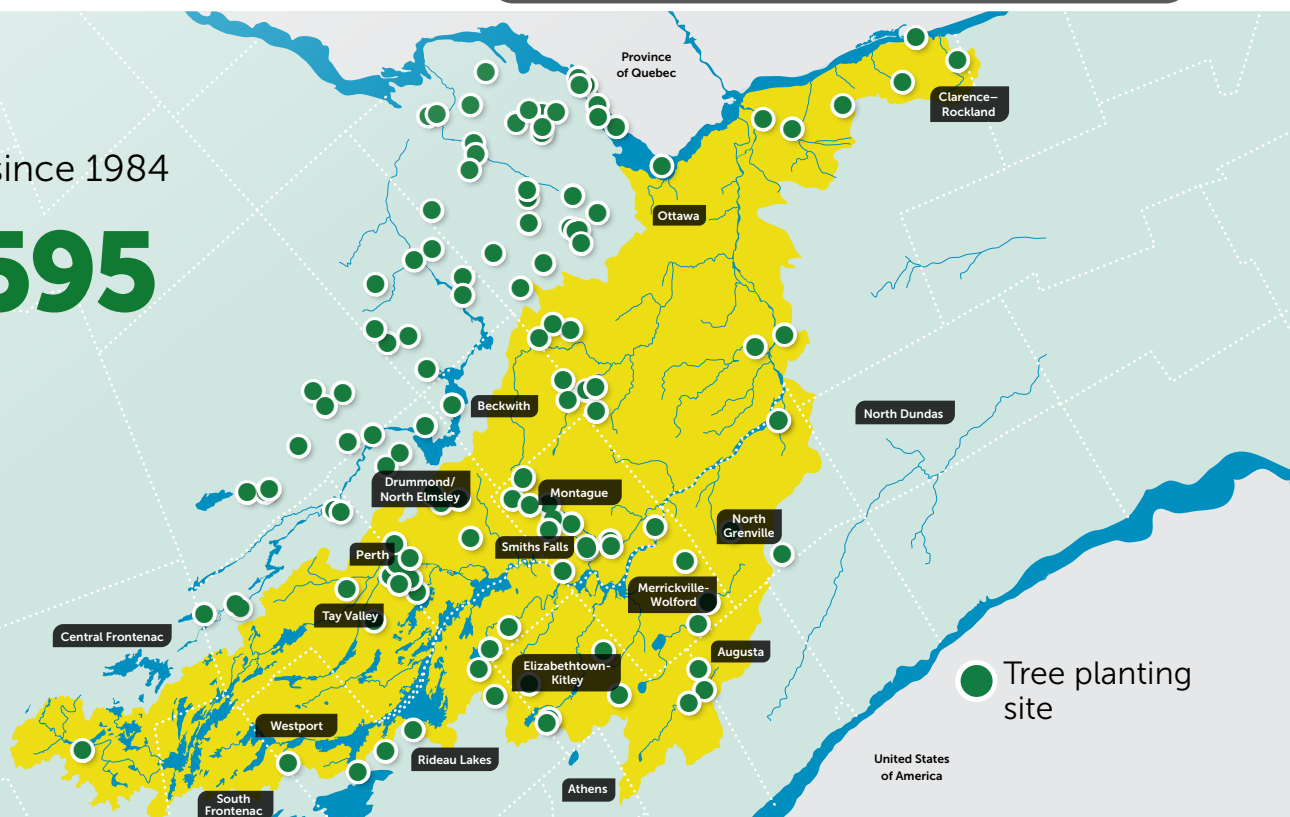


7M

trees planted since 1984

239,595

trees planted





Shoreline Naturalization Program

- **10,127** trees and shrubs planted on 69 properties
- **800** metres of shoreline naturalized
- **1,000** trees and shrubs distributed to lake residents through over-the-counter plant sales through Upper Rideau Lake Association and Otty Lake Association
- **12** free shoreline planting projects provided to Bobs and Crow Lake residents thanks to top-up partnerships with Bobs and Crow Lake Association Foundation
- **130** native pollinator-friendly perennials distributed to landowners through over-the-counter sale

Lake Planning

- **100** local lake stewards and residents participated in the 21st annual Lake Links Workshop which was held virtually in October

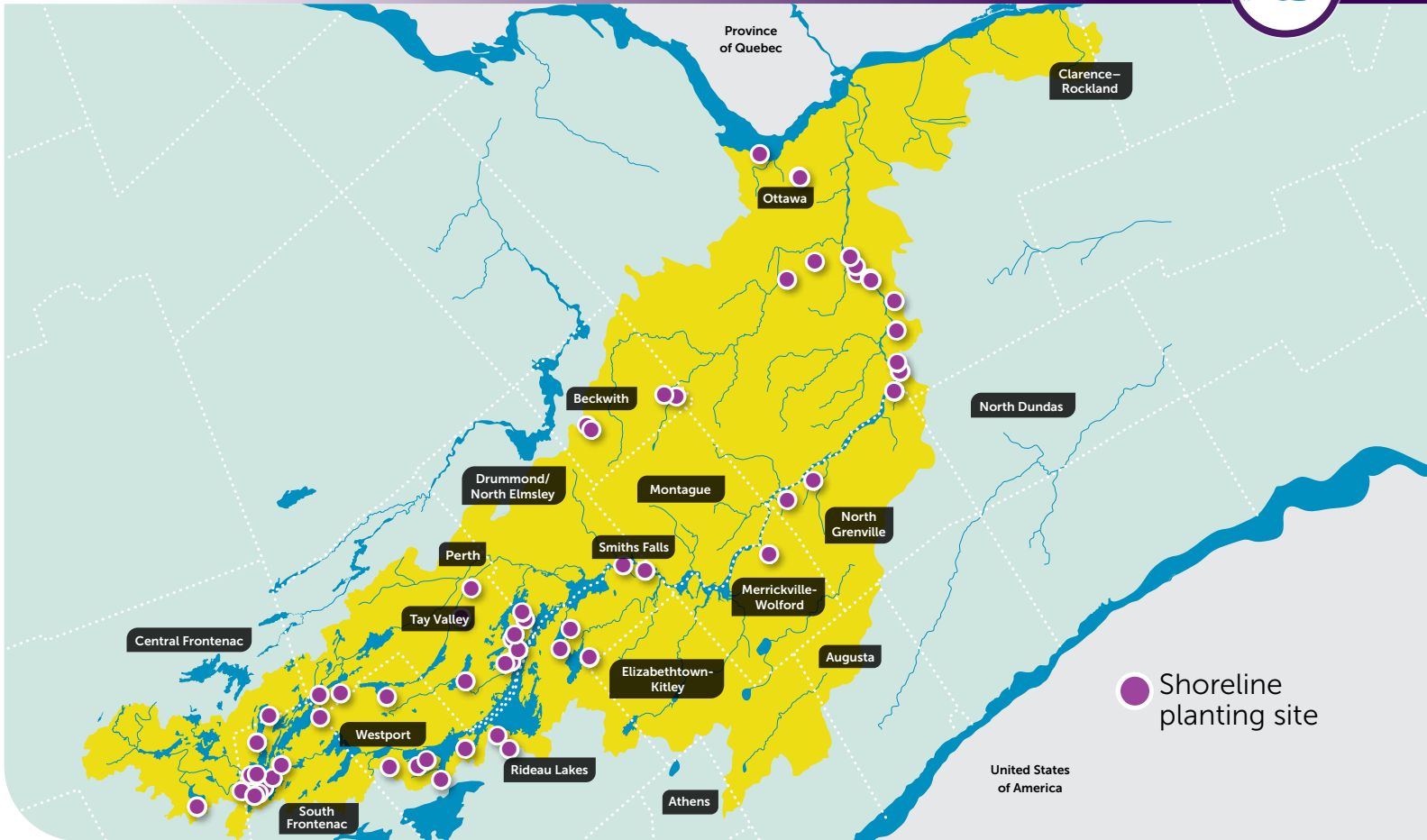
10,127

trees and shrubs planted on
69 properties

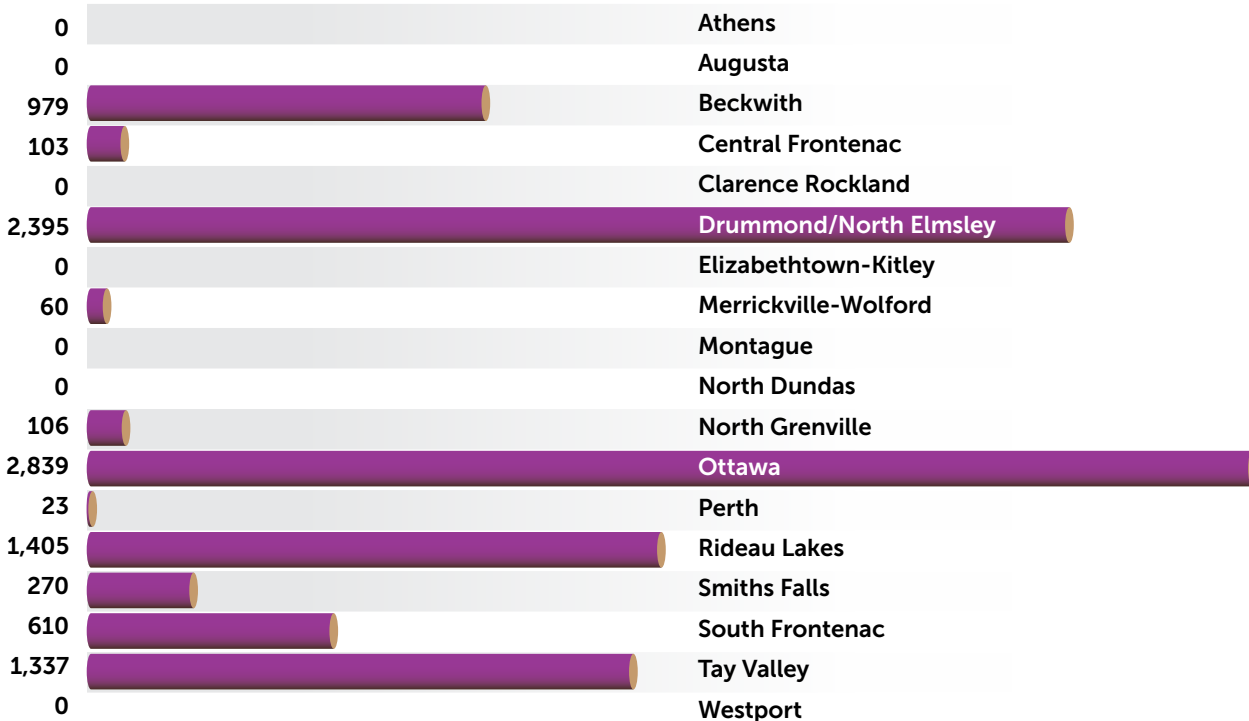
800^m

of shoreline
naturalization





Shoreline Plantings by Municipality, 2022



Total 10,127

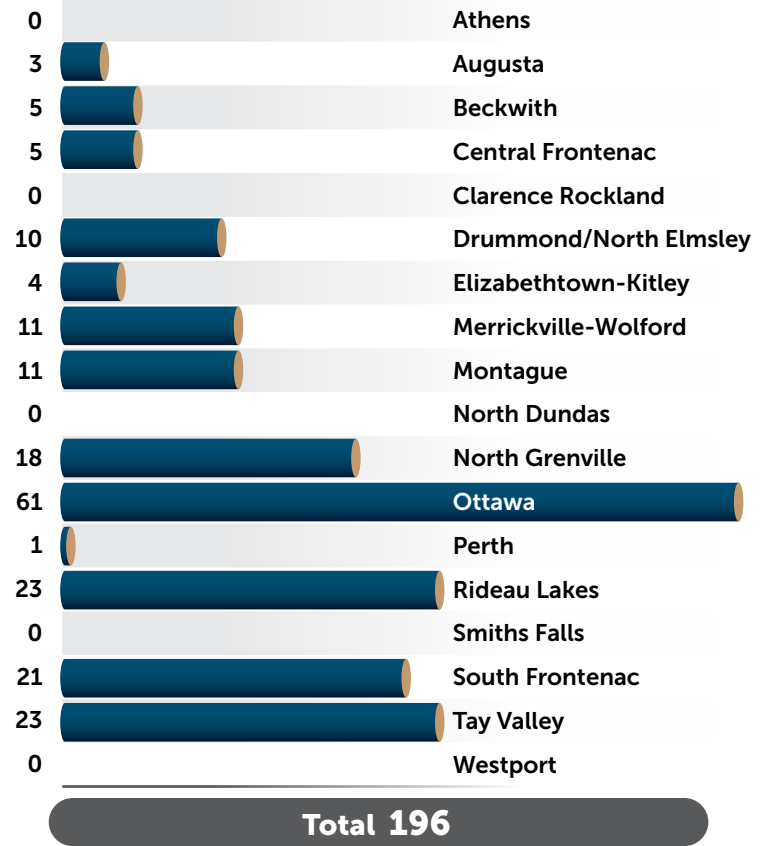


Rural Clean Water Programs

- **135** projects approved through the Rideau Valley Rural Clean Water Program, allocating **\$265,167** in grants with landowner contributions totaling **\$1,076,185**
- **61** projects approved through the Ottawa Rural Clean Water Program, allocating **\$284,916** in grants with landowner contributions totaling **\$615,297**

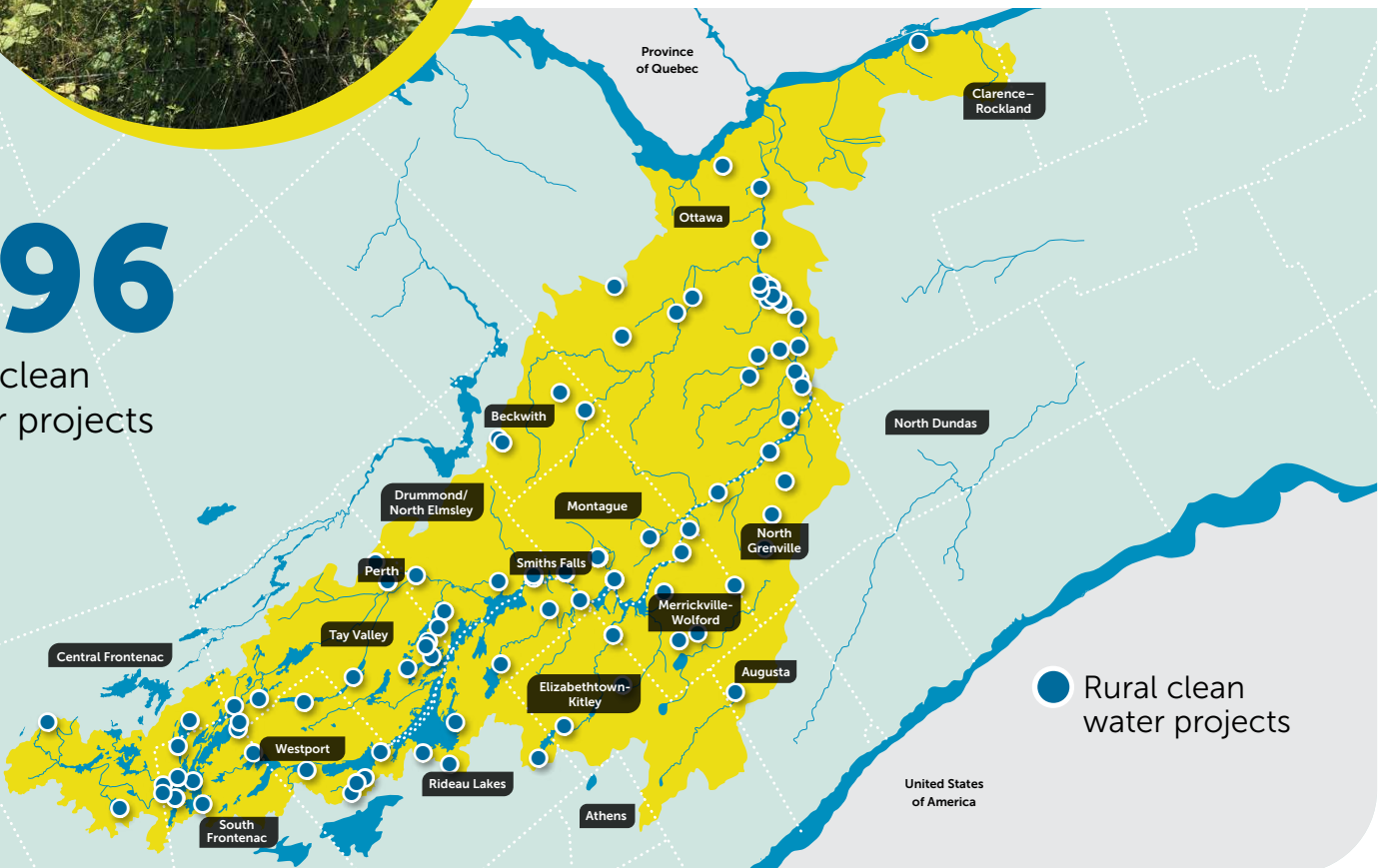


Clean Water Projects by Municipality, 2022



196

rural clean water projects





New wetland construction in Smiths Falls, 2022

ALUS Lanark

- Worked with the County of Lanark and Mississippi Valley Conservation Authority to establish a new ALUS chapter to help farmers in Lanark County create environmental services on their land
- Established a Partnership Advisory Committee with members from the local farming community as well as business leaders and local government officials
- **9** wetland projects completed, distributing **\$79,658** in grants towards projects valued at **\$91,235**
- **4.03** acres of new wetlands were constructed and **10.09** acres of wetlands were restored

Butternut Recovery

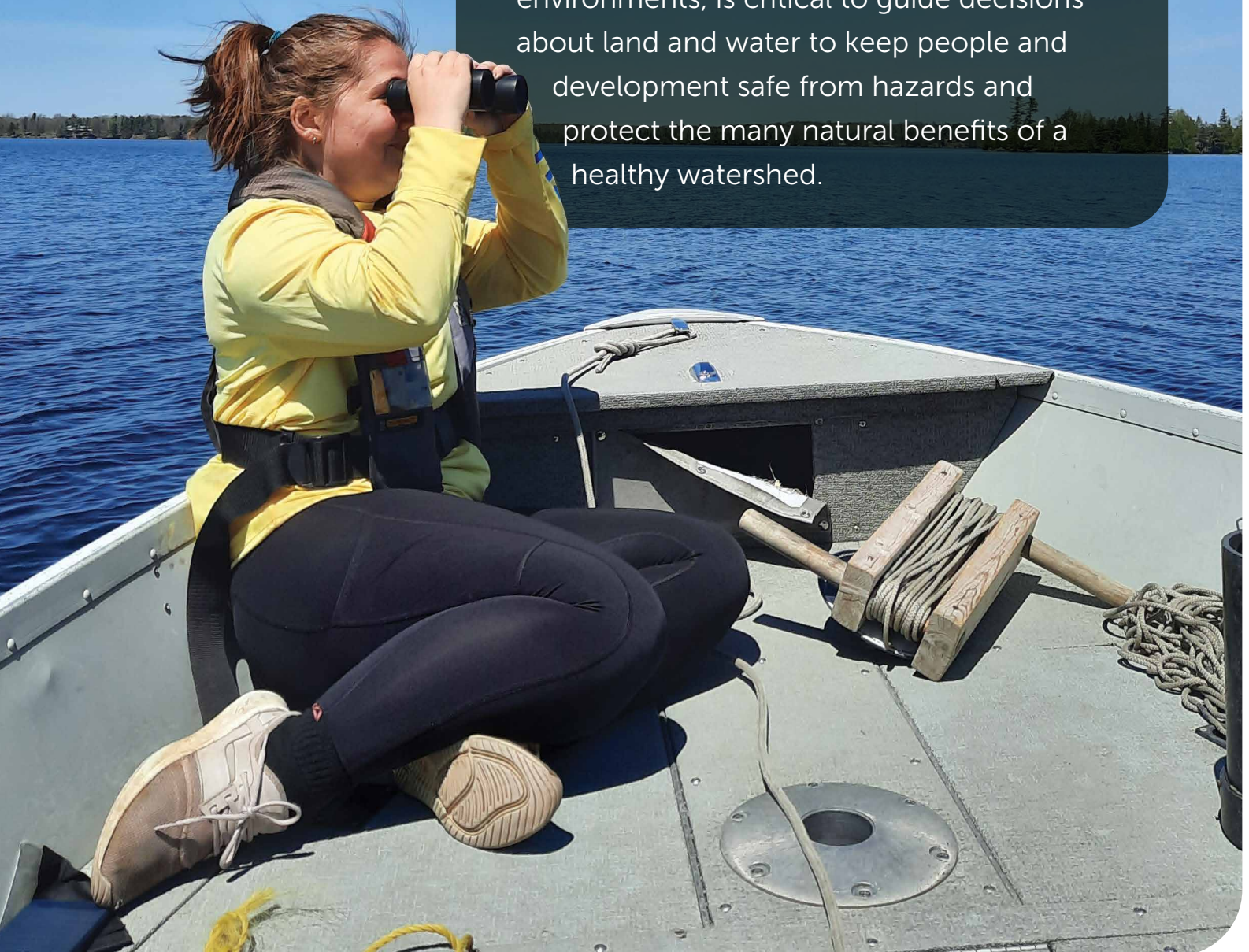
- **2,050** free butternut seedlings distributed to help replace dead and dying butternut trees in Eastern Ontario
- Continued effort to locate and assess healthy trees and track survival and health of planted butternut seedlings
- New three-year contract with the Canadian Wildlife Service to manage the butternut population in the Mississippi Lake National Wildlife Area. This includes releasing a number of natural seedlings on site and releasing seed tree crowns to give them more space and less competition from nearby trees
- Continued partnership with Ontario Nature to search for the endangered American Ginseng on landowner properties involved in the Butternut Recovery Program





SCIENCE AND ENGINEERING STAFF

monitor watershed conditions to understand and manage natural hazard risks to people and property and to protect water quality and natural resources. Data about water levels and hydrology, land cover and elevation, surface and ground water and aquatic environments, is critical to guide decisions about land and water to keep people and development safe from hazards and protect the many natural benefits of a healthy watershed.





Flood Forecasting & Warning

- **10** flood messages issued for the Rideau River
- **2** flood messages issued for the Ottawa River
- **0** low water messages issued
- **24** sites monitored for water levels and flow
- **7** Parks Canada water levels gauges monitored by staff through Parks Canada public info-net site
- **24** sites monitored for precipitation, including 11 new RVCA Weather Stations installed in 2021
- **6** sites monitored for snowpack
- Hosted RVCA's Annual Flood Forecasting and Warning Meeting in February for all municipalities and partner agencies



Source Water Protection

- **8th** year implementing the Mississippi-Rideau Source Protection Plan
- Updated our Source Protection Plan and technical Assessment Reports to reflect updated rules from the Province as well as a new municipal intake in the City of Ottawa and new well in the Town of Kemptville (Section 34 amendments)
- Completed Phase 1 of a Best Practices for Source Water Protection guide for private drinking water users, in collaboration with Conservation Ontario
- Launched educational resources about local highly vulnerable aquifers, including an interactive online StoryMap

- Welcomed a new Source Protection Committee member Recognized the retirement of dedicated long-time Source Protection Committee Chair, Ken Graham

Stream Characterization Monitoring

- **44** sites sampled across the watershed in spring and fall for the Ontario Benthic Biomonitoring Network (OBBN)
- City Stream Watch Program resumed after a two-year COVID-19 hiatus, monitoring four creeks in the City of Ottawa: Sawmill Creek, Barrhaven Creek, Black Rapids Creek and Cardinal Creek
 - **187** volunteers for a total of 580 volunteer hours
 - **253** stream survey sections completed
 - **14** temperature loggers installed
 - **18** fish sampling sites monitored
 - **9** stream cleanups completed
 - **3** invasive species removals completed
- Catchment level watershed conditions were classified across the watershed by aquatic score, benthic community score, fish community score and thermal classification

Natural Hazard Mapping

- Completed new or updated mapping for Mosquito Creek and Upper Jock River
- Consulted on draft mapping for Stevens Creek
- Continued work on mapping for Middle Rideau River and Wolf/Sand Lake System



Surface Water Quality Monitoring

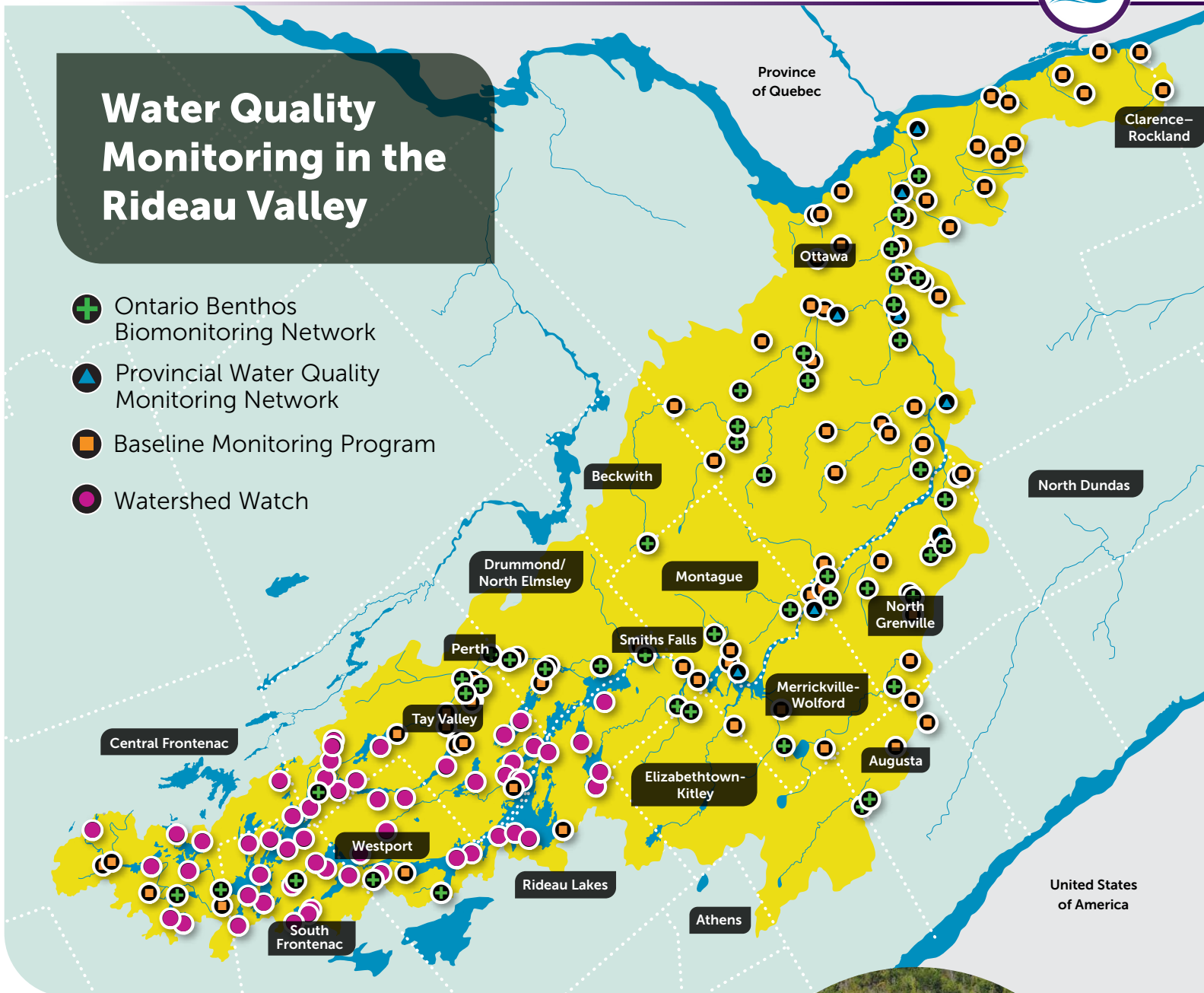
- **39** lakes sampled from May to November
- **51** water quality parameters monitored annually
- **19** landowners facilitated sampling by providing access to lakes and streams through their properties
- **80** volunteer hours were donated by **10** waterfront property owners who provided on-water transportation for staff as part of the Watershed Watch program
- **2** drainage features within the Portland area were monitored as part of the Sustainable Drainage project in partnership with the Township of Rideau Lakes, Cataraqui Region Conservation Authority, and Big Rideau Lake Association
- Completed a literature review of sustainable drainage and low impact development practices to support improvements to drainage and water quality protection within Rideau Lakes Township



117

sites sampled for baseline monitoring and the Provincial Water Quality Monitoring Program, which monitors the water chemistry of major rivers and tributaries.

Monitoring Cardinal Creek, 2022



Wetland Restoration Post-Effectiveness Monitoring

- Continued restoration and enhancement of Stillwater Wetland Complex in Nepean
- Post-effectiveness monitoring at Jebbs Creek Wetland Embayment (Year 4)
- Continued restoration of the Hutton Marsh in Motts Mills with the excavation of several more ponds and channels to create more open water and encourage biodiversity)



Stillwater Wetland



Financing Conservation

Science & Engineering Services	\$3,391,379
Planning Advisory and Regulatory Services	\$2,641,947
Stewardship Services	\$1,636,843
Conservation Land Management Services	\$1,306,689
Corporate Services	\$1,273,740
Transfer to Reserves	\$747,660
Investment in Capital Assets	\$473,035
Repayment of Capital Lease	\$202,704



Municipal Levy	\$6,461,296
Program Revenue	\$3,605,502
Special Levies	\$1,124,970
Provincial Funding	\$336,626
Foundation	\$145,603



2022

ANNUAL REPORT



Baxter Bridge reconstruction,
Fall 2022

2022 Annual Report

For several years we have been focused on resiliency: not just in our natural environment, but in our communities as well. This continued into 2022, but perhaps for different reasons as we moved forward from the COVID-19 pandemic and began to focus once again on the protection of our natural spaces.

RVCF Board of Directors

- Andrew Harkness, Chair
- Tom Scott, Vice Chair
- Jason W. M. Kelly, Past Chair
- Kathy Dallaire, Secretary-Treasurer
- Allison Gibbons
- Gary Howard
- R.E. (Bob) Smith
- Kathy Thomas

Wetlands, forests and shorelines are increasingly under threat; legislative changes, increased development pressure across the watershed and a changing climate all have cumulative impacts on the longevity of these natural features. Thankfully, our community continues to come together to protect and conserve our watershed resources. Many understand the need for continued stewardship of these lands – so they can be protected now and enjoyed in the future.

2022 was a banner year for corporate and governmental support, with multiple major grants allowing us to move forward on several significant capital projects to improve accessibility and biodiversity in our watershed. Our partners also continued to support stewardship programs and outdoor education for the benefit of the entire watershed.

Thank you to our board members, donors and many partners who stepped up to lend their time, expertise and resources to the conservation cause. Your enthusiasm, leadership and generosity are greatly appreciated. With your commitment, we continue to safeguard critical natural spaces, protect species at risk, plant trees, naturalize shorelines and support accessible, outdoor education for our youth.

It is a pleasure to acknowledge and thank the many hundreds of generous and community-minded people who made a gift to conservation in 2022. Thank you for making your local natural environment a priority.

On behalf of the RVCF Board of Directors, I am proud to share our 2022 highlights. We appreciate your continued confidence in our conservation projects and look forward to a healthy, resilient future together.

Yours in conservation,

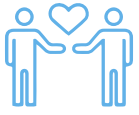
Andrew Harkness,
RVCF Chair



LEFT: Hulse, Playfair & McGarry President Sharon McGarry joins RVCF Chair Andrew Harkness to plant a ceremonial tree in celebration of the funeral home's 20 years of memorial tree planting.

RIGHT: RVCF Executive Director Diane Downey, left, thanks LiVE 88.5's Dave Schellenberg for the radio station's 10 years of Carbon Neutral commitment. Forestry Manager Ian Cochrane and RVCA General Manager Sommer Casgrain-Robertson joined in to offer their appreciation, too!

In 2022, the RVCF was generously supported by

**600**

individuals and families

**11**

corporate partners

**3**

not-for-profits

**3**

government partners

**8**

in-kind donors

**8**

directors

2022 Highlights

- Celebrated \$429,000 in grants from Canada's Community Revitalization Fund in support of two major accessibility infrastructure projects: Baxter Conservation Area Accessible Bridge and Boardwalk Project and the Chapman Mills Conservation Area Accessible Bridge;
- Honoured year two of our partnership with Modern Niagara, which will provide \$300,000 over five years to help acquire and protect vulnerable land in the watershed;
- Accepted three new land donations to ensure long-term protection of 127 hectares of green infrastructure;
- Raised \$8,270 for the Steve Simmering Conservation Land Endowment Fund during our Giving Tuesday campaign, thanks to generous matching funds from the Simmering Family;
- Continued protection of more than 3,176 hectares of conservation land throughout the Rideau watershed;
- Raised \$134,000 in support for Phase 2 of the restoration of Hutton Marsh thanks to a dedicated group of local stakeholders and funders, including Ducks Unlimited Canada, Leeds Grenville Stewardship Council, Ontario Federation of Anglers and Hunters Zone F, the United Counties of Leeds and Grenville (UCLG), Wildlife Habitat Canada, Ontario Land Trust Alliance, and the Rideau Valley Conservation Authority;
- Partnered with One Tree Planted to plant 40,000 tree seedlings in spring 2022;
- Celebrated 62,700 trees planted by LiVE 88.5 over its 10 years of Carbon Neutral commitments;
- Commemorated our 20-year tree planting partnership with Hulse, Playfair and McGarry with the planting of a ceremonial oak at their Kemptville chapel;
- Planted 807 memorial and special occasion trees in tribute of loved ones;
- Applauded new and returning Carbon Neutral individuals, businesses and events including Capital Pyro, LiVE 88.5, Elephant Print, Greek Fest Ottawa, McCooye Wealth Management – Mandeville Private Client Inc., Somersault Events, and velofix Ottawa;
- Supported the Nature for All Committee in its fundraising efforts for a transformational accessibility project at Baxter Conservation Area;
- Continued partnership with GiveShop to raise funds through its online community marketplace;
- Helped families in need participate in Forest School programming at Baxter and Foley Mountain Conservation Areas;
- Partnered with BOGS[®] Outdoor Fund to reduce or eliminate bus and registration fees for students attending outdoor education programs at Foley and Baxter Conservation Areas;
- Welcomed support from special partners including the City of Ottawa Rural Community Building Grant, FedEx Cares and RBC Foundation;
- Enjoyed the confidence of several land development companies who use the Foundation's Species at Risk Compensation Program services to compensate for the unavoidable loss of butternut or bobolink and meadowlark habitat during their business activities. We are currently managing 37 projects.

RVCF has raised

\$ 7.9M

for conservation since 1994.

Rideau Valley Conservation Foundation

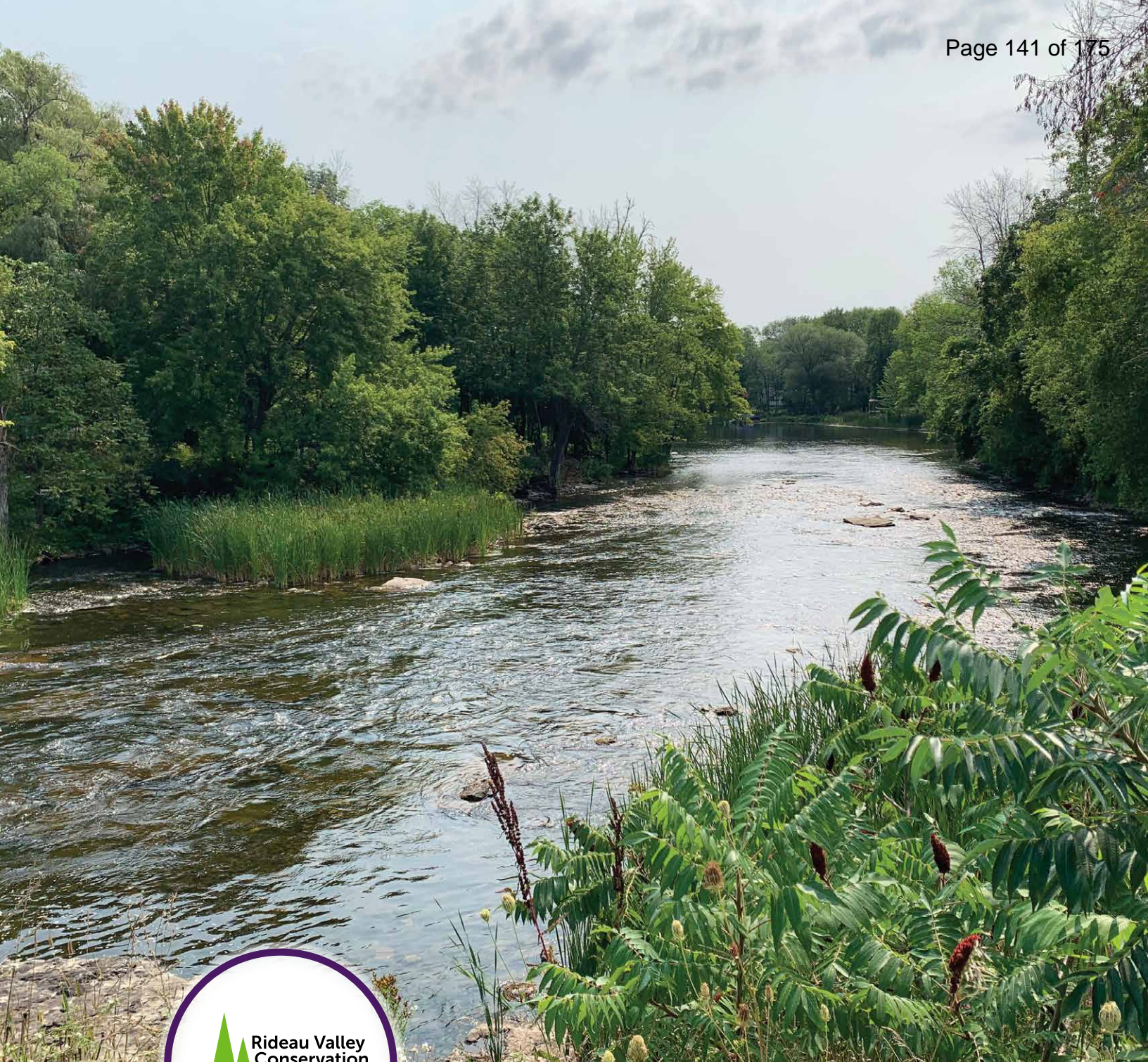
Box 988
3889 Rideau Valley Drive
Manotick, ON K4M 1A8

613-692-3571 ext. 1126
info@rvcf.ca www.rvcf.ca

Visit our donor board at rvcf.ca/supporters
or visit us at our office!

The RVCF is proudly accredited under Imagine Canada's Standards Program having demonstrated excellence in board governance, financial accountability and transparency, ethical fundraising, staff management and volunteer involvement RVCF is also a proud and practicing member of both the Ontario and Canada Land Trust Alliances.





Rideau Valley Conservation Authority

Box 599, 3889 Rideau Valley Drive
Manotick, ON K4M 1A5
613-692-3571 or 1-800-267-3504
www.rvca.ca

-  [RideauValleyConservationAuthority](https://www.facebook.com/RideauValleyConservationAuthority)
-  [RideauValleyCA](https://twitter.com/RideauValleyCA)
-  [rideauvalleyca](https://www.instagram.com/rideauvalleyca)
-  [@RideauValleyCA](https://www.youtube.com/@RideauValleyCA)

RIDEAU VALLEY CONSERVATION AUTHORITY

FINANCIAL STATEMENTS

December 31, 2022

RIDEAU VALLEY CONSERVATION AUTHORITY

December 31, 2022

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RIDEAU VALLEY CONSERVATION AUTHORITY

MANAGEMENT'S RESPONSIBILITY FOR THE FINANCIAL STATEMENTS

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

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

The Audit Committee and management meet with the external auditors to review the financial statements and discuss any significant financial reporting or internal control matters. The Board of Directors meets with management subsequently to review these same matters prior to the Board's approval of the financial statements.

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



Sommer Casgrain-Robertson, General Manager / Secretary-Treasurer

Independent Auditor's Report

To the To the Board members of Rideau Valley Conservation Authority:

Opinion

We have audited the financial statements of Rideau Valley Conservation Authority (the "Organization"), which comprise the statement of financial position as at December 31, 2022, and the statements of operations, accumulated operating surplus, changes in net financial assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Organization as at December 31, 2022, and the results of its operations, changes in its net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Organization in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

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

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

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

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

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

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

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Organization to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Cornwall, Ontario
May 2, 2023

MNP LLP

Chartered Professional Accountants
Licensed Public Accountants

RIDEAU VALLEY CONSERVATION AUTHORITY
STATEMENT OF FINANCIAL POSITION

As at December 31, 2022

	2022	2021
NET FINANCIAL ASSETS		
Assets		
Cash	\$ 8,714,813	\$ 7,982,094
Short-term investments (Note 3)	400,000	400,000
Accounts receivable (Note 4)	862,712	809,015
Long-term investments (Note 3)	1,350,913	1,350,920
	11,328,438	10,542,029
 Liabilities		
Accounts payable and accrued liabilities	2,048,454	1,999,088
Vacation pay and other leave entitlements	198,325	237,001
Deferred revenue (Note 6)	2,152,424	1,998,431
Non pension post-retirement benefits obligation (Note 7)	458,347	454,361
Obligation under capital lease (Note 9)	1,905,023	2,107,727
	6,762,573	6,796,608
Net Financial Assets	4,565,865	3,745,421
NON-FINANCIAL ASSETS		
Tangible capital assets (Note 10)	10,674,723	10,645,014
Prepaid expenses	179,816	77,665
Non-Financial Assets	10,854,539	10,722,679
Contingent Liabilities (Note 11)		
ACCUMULATED SURPLUS		
Accumulated Surplus	\$ 15,420,404	\$ 14,468,100

See Accompanying Notes

RIDEAU VALLEY CONSERVATION AUTHORITY

STATEMENT OF OPERATIONS

For the year ended December 31, 2022

	(Note 17) BUDGET 2022	ACTUAL 2022	ACTUAL 2021
REVENUE			
Municipal levies	\$ 6,461,296	\$ 6,461,296	\$ 6,248,836
Special municipal levies			
Rideau River Ice Management	1,119,559	894,774	1,005,837
Water Control infrastructure			
Reserve	10,000	10,000	10,000
Operation and maintenance	40,000	40,000	40,000
Water Quality Monitoring	158,696	158,696	158,696
Britannia Water Control Structure	21,500	21,500	21,500
Provincial Funding			
Ministry of Natural Resources			
Operating grant	107,422	125,286	125,286
Drinking Water Source Protection (Note 14)	217,021	218,572	199,083
Program revenues (Schedule 2)			
Watershed Sciences and Engineering Services	64,700	291,845	280,704
Planning Advisory and Regulatory Services	1,399,677	1,620,644	1,527,702
Stewardship Services	946,643	1,155,963	832,524
Conservation Land Management Services	463,035	436,221	348,805
Corporation Services	114,595	239,201	123,679
Other Income			
Capital projects	80,000	-	78,808
Total Revenues	11,204,144	11,673,998	11,001,460
EXPENDITURES			
Program expenditures (Schedule 3)			
Watershed Sciences and Engineering Services	3,431,718	3,267,327	3,091,837
Planning Advisory and Regulatory Services	2,553,378	2,644,676	2,393,688
Stewardship Services	1,651,914	1,639,509	1,381,300
Conservation Land Management Services	1,402,146	1,352,279	1,244,483
Corporate Services	1,712,311	1,784,715	1,629,188
Non Pension Post Retirement Benefit Obligation	26,682	33,188	31,174
Total Expenditures	10,778,149	10,721,694	9,771,670
NET SURPLUS FOR THE YEAR	425,995	952,304	1,229,790
ACCUMULATED SURPLUS, beginning of year	14,468,100	14,468,100	13,238,310
ACCUMULATED SURPLUS, end of year	\$ 14,894,095	\$ 15,420,404	\$ 14,468,100

See Accompanying Notes

RIDEAU VALLEY CONSERVATION AUTHORITY
STATEMENT OF CHANGE IN NET FINANCIAL ASSETS

For the year ended December 31, 2022

	(Note 17) BUDGET 2022	ACTUAL 2022	ACTUAL 2021
Net surplus for the year	\$ 425,995	\$ 952,304	\$ 1,229,790
Amortization of tangible capital assets	273,877	302,015	295,164
Amortization of buildings under capital lease	146,313	146,313	146,313
Acquisition of tangible capital assets	(595,000)	(497,261)	(232,791)
Change in prepaid expenses	-	(102,151)	(17,638)
Gain on disposal of tangible capital assets	-	19,224	(6,511)
Proceeds on disposal of tangible capital assets	-	-	13,264
Increase in net financial assets	251,185	820,444	1,427,591
Net financial assets, beginning of year	3,745,421	3,745,421	2,317,830
Net financial assets, end of year	3,996,606	\$ 4,565,865	\$ 3,745,421

See Accompanying Notes

RIDEAU VALLEY CONSERVATION AUTHORITY**STATEMENT OF CASH FLOWS**

For the year ended December 31, 2022

	2022	2021
CASH FROM OPERATING ACTIVITIES		
Net surplus for the year	\$ 952,304	\$ 1,229,790
Items not affecting cash or equivalent		
Amortization of tangible capital assets	302,015	295,164
Amortization of buildings under capital lease	146,313	146,313
Gain on disposal of tangible capital assets	19,224	(6,511)
Changes in non-cash working capital balances		
Accounts receivable	(53,697)	1,549,164
Accounts payable and accrued liabilities	49,366	76,769
Vacation pay and other leave entitlements	(38,676)	10,902
Deferred revenue	153,993	332,854
Non pension post retirement benefit obligation	3,986	7,684
Prepaid expenses	(102,151)	(17,638)
	1,432,677	3,624,491
CASH USED IN CAPITAL ACTIVITIES		
Proceeds on disposal of tangible capital assets	-	13,264
Acquisition of tangible capital assets	(497,261)	(232,791)
	(497,261)	(219,527)
CASH FROM INVESTING ACTIVITIES		
(Purchase) redemption of short-term investments	-	(99,993)
Redemption (purchase) of long-term investments	7	99,993
	7	-
CASH USED IN FINANCING ACTIVITIES		
Capital lease payments	(202,704)	(202,704)
INCREASE IN CASH	732,719	3,202,260
CASH, beginning of year	7,982,094	4,779,834
CASH, end of year	\$ 8,714,813	\$ 7,982,094

See Accompanying Notes

RIDEAU VALLEY CONSERVATION AUTHORITY**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended December 31, 2022

1. STATUS OF THE AUTHORITY

The Rideau Valley Conservation Authority (the 'Authority') is established under the Conservation Authorities Act of Ontario to maintain and improve the quality of the valley environment through watershed planning, cooperative resource management and conservation awareness. The Authority is exempt from income taxes.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Rideau Valley Conservation Authority are the representations of management and have been prepared in accordance with Canadian Public Sector Accounting Standards. The financial statements include the following significant accounting policies:

Basis of Accounting

The financial statements reflect financial assets, liabilities, operating revenues and expenditures, reserves, reserve funds and changes in investment in tangible capital assets of the Authority.

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenditures are recognized as they are incurred and measurable based on receipt of goods and services and/or the creation of a legal obligation to pay.

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year, and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the Change in Net Financial Assets for the year.

Revenue Recognition

Municipal levies are recognized in the financial statements as revenues in the period in which they are levied.

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

The Authority defers recognition of user charges and fees which have been collected but for which the related services have yet to be performed. These amounts will be recognized as revenues in the fiscal year the services are performed.

Cash and Cash Equivalents

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

Investments

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

RIDEAU VALLEY CONSERVATION AUTHORITY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2022

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Tangible Capital Assets

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

	Estimated Useful Life
Buildings	20 - 50 years
Building under Capital Lease	50 years
Infrastructure < Dams / Berms / Dykes	20 - 25 years
< Bridges / Boardwalks	20 - 30 years
< Vehicles	7 years
< Machinery and Equipment	5 - 15 years
< Computer and IT Equipment	5 - 20 years
< Office and Audio Equipment	5 - 20 years

Amortization is charged from the date of acquisition. Assets under construction are not amortized until the asset is available for productive use.

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

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

The Authority has a capitalization threshold of \$5,000 so that individual capital assets of lesser value are expensed, unless they are pooled because, collectively, they have significant value, or for operating reasons.

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

Leases

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

RIDEAU VALLEY CONSERVATION AUTHORITY**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended December 31, 2022

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**Pension and Employee Benefits**

The Authority participates in the Ontario Municipal Employees Benefit Retirement System ('OMERS'), a multi-employer public sector pension fund, which is a defined benefit plan. As sufficient information is not available to apply defined benefit plan accounting, the Authority accounts for the plan as a defined contribution plan. The OMERS plan specifies the retirement benefits to be received by employees based on length of service and pay rates.

Employee benefits include vacation entitlement which are accrued as entitlements are they are earned in accordance with the Authority's policy.

The Authority provides Post-Retirement Benefits in the form of employer paid group insurance premiums commencing on retirement and payable until the attainment of age 65. The annual cost of the benefit obligation will be charged as a program expenditure.

Deferred Revenues

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

Deferred revenue represents certain user charges and fees which have been collected but for which the related services have yet to be performed. These amounts are recognized as revenue in the fiscal year the services are performed or related expenses incurred.

Reserves

Reserves for future expenditures and contingencies are established as required at the discretion of the Board members of the Authority. Increases or decreases in these reserves are made by appropriations to or from operations.

Financial Instruments

The Authority recognizes its financial instruments when the authority becomes party to the contractual provisions of the financial instrument. All financial instruments are initially recorded at their fair value.

All financial assets and liabilities are subsequently measured at amortized cost.

Transaction costs are added to the carrying amount for those financial instruments subsequently measured at amortized cost.

All financial assets are tested annually for impairment. Management considers recent collection experience for the financial assets, such as a default or delinquency in interest or principal payments in determining whether objective evidence of impairment exists. Any impairment which is not considered temporary is recorded in the statement of operations. Write-downs of financial assets at amortized costs to reflect losses in value are not reversed for subsequent increases in value.

RIDEAU VALLEY CONSERVATION AUTHORITY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2022

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Measurement Uncertainty

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenditures during the period. Actual results could differ from these estimates. These estimates are reviewed periodically and as adjustments become necessary, they are recorded in the financial statements in the period in which they become known. Significant estimates include estimated useful life of tangible capital assets, the valuation of allowances for doubtful accounts receivable, and future employment benefits.

Contributed services

Volunteers contribute significant time to the delivery of the Authority's programs. Due to the difficulty in determining the fair value of these contributions, contributed services are not recognized in the financial statements

Corporate Services Program Revenues and Expenditures

Internal charges are made to allocate common overhead expenses, payroll burden and vehicle charges to all program areas. Actual expenditures are applied to these recovery revenues at year end which results in a net surplus or expenditure each year. These net amounts are included in Corporate Services - Administration and Finance - Program Expenditures.

Contaminated Sites

Contaminated sites are the result of contamination being introduced in air, soil, water or sediment of a chemical, organic, or radioactive material or live organism that exceed an environmental standard. A liability for remediation of contaminated sites is recognized, net of any expected recoveries, when all of the following criteria are met: a) an environmental standard exists; b) contamination exceeds the environmental standard; c) the organization is directly responsible or accepts responsibility for the liability; d) future economic benefits will be given up; and e) a reasonable estimate of the liability can be made.

3. INVESTMENTS

Short-term investments consist of GIC's with interest rates between 2.60% - 3.20% (2021 - 1.80% - 2.15%) maturing in June 2023. Long-term investments consist of GIC's with interest rates between 1.11% - 4.6% (2021 - 1.11% - 3.2%) maturing between June 2024 and July 2027.

4. ACCOUNTS RECEIVABLE

	2022	2021
Trade and other	\$ 638,859	\$ 440,710
Rideau Valley Conservation Foundation (Note 15)	155,643	136,476
City of Ottawa	68,210	231,829
	\$ 862,712	\$ 809,015

RIDEAU VALLEY CONSERVATION AUTHORITY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2022

5. CREDIT FACILITY

The Authority maintains an operating line facility with the Bank of Montreal of \$750,000 which bears interest at prime + 0.25% and is due on demand. As of December 31, 2022, no balance (2021 \$Nil) was payable under the facility.

6. DEFERRED REVENUES

	2022	2021
Conservation Land Management Services	\$ 31,105	\$ 4,500
Watershed Sciences and Engineering Services	93,941	70,370
Planning Advisory & Regulatory Services	169,145	206,846
Stewardship Services	1,430,740	1,273,454
Municipal levies - City of Ottawa	427,493	443,261
	\$ 2,152,424	\$ 1,998,431

7. NON PENSION POST RETIREMENT BENEFIT OBLIGATION

The Authority's employee benefits plan consists of employer-paid group insurance premiums for extended health care and dental care, as well as life insurance coverage. Benefits commence on retirement and are payable for five years, or until the employee reaches the age of sixty-five, if earlier.

The valuation was based on a number of assumptions about future events such as inflation rates, interest rates, medical and dental inflation rates, wage and salary increases, and employee turnover and mortality.

An actuarial valuation was performed for accounting purposes on February 11, 2020.

The accrued benefit obligation as at December 31, 2022 consists of the following components:

	2022	2021
Accrued benefit obligation, beginning of year	\$ 454,361	\$ 446,677
Current service cost	23,661	22,696
Benefits paid during the year	(35,000)	(30,000)
Interest accrued	17,578	17,241
Unamortized Gain/(Loss)	(2,253)	(2,253)
Expected accrued benefit obligation, end of year	\$ 458,347	\$ 454,361

8. PENSION CONTRIBUTIONS

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

The amount contributed to OMERS was \$393,795 (2021 - \$383,692) for current services and is included as an expenditure on the Statement of Operations classified under the appropriate functional expenditure.

RIDEAU VALLEY CONSERVATION AUTHORITY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2022

9. OBLIGATION UNDER CAPITAL LEASE

The Rideau Valley Conservation Authority is committed to total annual payments including interest under capital lease as follows:

2023	\$ 322,793
2024	322,793
2025	322,793
2026	322,793
2027	322,793
and thereafter	\$ 1,534,535

The Authority has entered into a twenty year lease agreement with the City of Ottawa for the new office building located in Beryl Gaffney Park which expires August 2030. Minimum annual payments are based on the annual debt charges that the City will incur on a twenty year debenture of \$4,735,000. The effective interest rate as of December 31, 2022 was 5.97% (2021 - 5.69%). In addition, an annual park development fee of \$32,000 will be paid to the City for the term of the lease. Rent and park development fees (excluding HST) in the amount of \$354,793 were paid for 2022 (2021 - \$354,793). Interest on the obligation was paid in the amount of \$120,089 (2021 - \$120,089).

In accordance with Article 2.04 of the building lease, monthly payments are based on estimated debt charges and will be amended to reflect actual debt charges.

The present value of the obligation at December 31, 2022, under the terms of the capital lease, is \$1,905,023 (2021 \$2,107,727).

At the end of the term, the Authority shall have the option to purchase the building for \$1. In no event shall acquisition of the building include the demised lands.

RIDEAU VALLEY CONSERVATION AUTHORITY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2022

10. TANGIBLE CAPITAL ASSETS

Cost	Opening	Additions	Transfers	Disposals	Closing
Land	\$ 1,977,823	\$ -	\$ -	\$ -	\$ 1,977,823
Buildings	1,876,142	-	-	-	1,876,142
Building Under Capital Lease	7,315,669	-	-	-	7,315,669
Infrastructure					
Dams/Berms/Dykes	9,399,096	-	-	-	9,399,096
Bridges/Boardwalks	538,212	-	-	(53,870)	484,342
Vehicles	791,716	41,218	-	-	832,934
Machinery and Equipment	665,648	58,482	-	(8,121)	716,009
Computers and IT equipment	457,132	36,017	-	-	493,149
Office and Audio Visual					
Equipment	159,739	-	-	-	159,739
Assets Under Construction	32,155	361,544	-	-	393,699
	\$ 23,213,332	\$ 497,261	\$ -	\$ (61,991)	\$ 23,648,602

Accumulated Amortization	Opening	Additions	Disposals	Closing
Buildings	\$ 1,218,921	\$ 33,296	\$ -	\$ 1,252,217
Building Under Capital Lease	2,060,579	146,313	-	2,206,892
Infrastructure				
Dams/Berms/Dykes	7,557,709	103,177	-	7,660,886
Bridges/Boardwalks	374,205	18,191	(36,811)	355,585
Vehicles	624,609	49,884	-	674,493
Machinery and Equipment	312,341	51,605	(5,956)	357,990
Computers and IT equipment	338,322	33,530	-	371,852
Office and Audio Visual				
Equipment	81,632	12,332	-	93,964
	\$ 12,568,318	\$ 448,328	\$ (42,767)	\$ 12,973,879

Net Book Value	2022	2021
Land	\$ 1,977,823	\$ 1,977,823
Buildings	623,925	657,221
Buildings Under Capital Lease	5,108,777	5,255,090
Infrastructure		
Dams/Berms/Dykes	1,738,210	1,841,387
Bridges/Boardwalks	128,757	164,007
Vehicles	158,441	167,107
Machinery and Equipment	358,019	353,307
Computers and IT equipment	121,297	118,810
Office and Audio Visual		
Equipment	65,775	78,107
Assets Under Construction	393,699	32,155
	\$ 10,674,723	\$ 10,645,014

RIDEAU VALLEY CONSERVATION AUTHORITY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2022

11. CONTINGENT LIABILITIES

The nature of conservation authority activities is such that there may be litigation pending or in prospect at any time. With respect to claims as at December 31, 2022 management believes that the Authority has valid defenses and appropriate insurance coverages in place. In the event any claims are successful, the amount of any potential liability is not determinable, therefore, no amount has been accrued in the financial statements.

12. ACCUMULATED SURPLUS

Accumulated surplus consists of individual fund surplus and reserves as follows:

	2022	2021
Unrestricted Surplus	217,851	245,619
Invested in Tangible Capital Assets		
Tangible capital assets	\$ 10,674,723	\$ 10,645,014
Obligation under capital lease	(1,905,023)	(2,107,727)
	8,769,700	8,537,287
Reserves		
Capital Reserves	1,906,394	1,709,469
Building Life Cycle Reserve	853,550	783,550
Working Fund Reserve	1,212,616	1,212,616
Program Reserves		
Stewardship	338,537	147,011
Part VIII Program	639,691	553,659
LRC Production Centre	100,800	100,800
ORWC	232,892	198,016
Conservation Lands	214,495	91,443
Planning and Regulations	540,992	540,992
Watershed Science and Engineering	256,623	256,623
Corporate Communications	90,491	90,491
Part IV	524	524
Septic Reinspection	45,248	-
Total reserves	6,432,853	5,685,194
Accumulated Surplus	\$ 15,420,404	\$ 14,468,100

13. SPECIAL LEVY ON MEMBER MUNICIPALITIES

The Authority's share of the cost of the Rideau River Ice Management - City of Ottawa was funded by a special levy on the benefiting municipality for 2022 of \$894,774 (2021 - \$1,005,837). Other special levies in 2022 from the City of Ottawa include Water Control Infrastructure \$10,000 (2021 - \$10,000), Water Control Infrastructure Operation and Maintenance \$40,000 (2021 - \$40,000), Water Quality Monitoring \$158,696 (2021 - \$158,696), and Britannia Water Control Structure Reserve \$21,500 (2021 - \$21,500).

RIDEAU VALLEY CONSERVATION AUTHORITY**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended December 31, 2022

14. SOURCE WATER PROTECTIONS

The Authority is receiving funding support for the Drinking Water Source Protection Program. Funds are to be used to lead and deliver the local source protection program for the Mississippi-Rideau Source Protection Region. This project will be delivered with the collaboration of the Mississippi Valley Conservation Authority. Any unspent funds are repayable to the Province.

15. RELATED PARTY

The Authority has an economic interest in the Rideau Valley Conservation Foundation. During the year, the Rideau Valley Conservation Foundation transferred donations of \$48,830 (2021 - \$44,131), grant revenue of \$Nil (2021 - \$Nil), Species at Risk program revenue of \$96,773 (2021 - \$17,074) and Shoreline program revenue of \$Nil (2021 - \$71,852) in addition, expense reimbursements of \$44,856 (2021 - \$3,418) to the Authority. Of these transfers, \$155,643 (2021 - \$136,475) is outstanding at year end. Amounts owing are due on demand, non-interest-bearing and have no specific terms of repayment but are expected to be paid after the Foundation's Annual General Meeting, held annually in June.

The Foundation funds are used to support the conservation programs of the Authority to protect and conserve the lands and waters of the valley of the Rideau River in Eastern Ontario. All transactions between the Authority and the Foundation are recorded at fair market value.

16. LIABILITIES FOR CONTAMINATED SITES

The Authority reports environmental liabilities related to the management and remediation of contaminated sites where the Authority is obligated or likely obligated to incur such costs. A contaminated site liability of \$Nil (2021 - \$Nil) has been recorded based on environmental assessments or estimations for those sites where an assessment has not been conducted. The Authority's ongoing efforts to assess contaminated sites may result in additional environmental remediation liabilities related to newly identified sites, or changes in the assessments or intended use of existing sites. Any changes to the Authority's liabilities for contaminated sites will be accrued in the year in which they are assessed as likely and reasonably estimable.

RIDEAU VALLEY CONSERVATION AUTHORITY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2022

17. BUDGET AMOUNTS

The 2022 budget amounts that were approved on February 24, 2022 were not prepared on a basis consistent with that used to report actual results (Public Sector Accounting Standards). The budget included capital items such as infrastructure replacements and estimated costs for constructed assets, as program expenses, but the actual expenses have been removed in the Statement of Operations. The revenues attributable to these items continue to be included in the Statement of Operations, resulting in a significant positive variance.

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

	Approved Budget	Actual
Surplus for the year per Statement of Operations	\$ 425,995	\$ 952,304
Assets capitalized as tangible capital assets	(595,000)	(497,261)
Gain on disposal of tangible capital assets	-	19,225
Amortization	-	448,328
Repayment of obligation under capital lease	(202,704)	(202,704)
Transfers from reserves	495,000	41,218
Transfers to reserves	(123,291)	(788,877)
Adjusted surplus for the year	\$ -	\$ (27,767)

18. SEGMENTED INFORMATION

Certain allocation methodologies are employed in the preparation of segmented financial information. Government grants, user charges, transfers from other funds, and other revenues are allocated to the specific program or service they relate to. Expense allocations are both internal and external. The basis of accounting for inter-segment transfers is at cost using activity based costing for the allocation of internal support costs to departments. These costs include the net expenditures for departments, such as human resources, information systems, finance and others, commonly referred to as overhead.

Rideau Valley Conservation Authority segments its activities into five main program areas which are reported in the accompanying supplementary schedules to the financial statements.

Watershed Sciences and Engineering Services

Watershed management and health monitoring program costs and revenues are those required to develop the framework and management strategy to provide a rational approach to natural systems protection, restoration and use. The main activities included in this segment are watershed and sub watershed plans, resource inventory and environmental monitoring, flood protection services and source water protection.

Planning Advisory and Regulatory Services

Planning advisory and regulatory services include costs and revenues associated with the approval of development applications or rendering of opinions on the impact of development applications on natural hazards, natural heritage resources and water resources as provided under provincial legislation which includes the Planning Act, Conservation Authorities Act and the Environmental Assessment Act.

RIDEAU VALLEY CONSERVATION AUTHORITY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2022

18. SEGMENTED INFORMATION (Continued)

Stewardship Services

The stewardship services costs and revenues are those associated with providing service and assistance to private and public landowners on sound environmental practices that will enhance, restore or protect lands and natural features. This category includes activities such as fisheries rehabilitation, tree planting and reforestation, wildlife habitat improvements, management plans, agricultural best practices and erosion control services.

Conservation Land Management Services

The conservation land management services includes all expenses and revenues associated with lands, improvements, buildings and structures owned by Rideau Valley Conservation Authority. It also includes active programming on some Authority lands.

Corporate Services

Corporate services includes management and non-program specific costs and revenues. These include internal support service costs such as senior management costs, board costs, office services, financial services, human resources, information technology and corporate communications.

19. SEGMENTED DISCLOSURES

	Watershed Sciences & Engineering Services	Planning Advisory & Regulatory Services	Stewardship Services	Conservation Land Management Services	Corporate Services & Internal Recoveries	2022	2021
Revenues							
Levies	\$ 2,787,288	\$ 1,142,701	\$ 705,271	\$ 1,039,109	\$ 1,911,897	7,586,266	7,484,868
User fees, program revenues & other	621,279	1,635,068	1,049,524	420,478	84,309	3,810,658	3,362,464
Interest revenue	-	-	-	-	154,893	154,893	70,305
Donations	-	-	106,438	15,742	-	122,180	83,823
	3,408,567	2,777,769	1,861,233	1,475,329	2,151,099	11,673,997	11,001,460
Expenses							
Amortization	129,077	2,736	2,667	45,590	268,258	448,328	441,477
Charge - common cost	239,036	335,872	100,786	123,070	214,744	1,013,508	880,355
Charge - vehicle & equipment	1,583	47,436	22,396	64,467	11,916	147,798	153,585
Operating expenses	1,320,611	272,285	910,599	328,265	1,054,219	3,885,979	3,505,539
Interest on capital lease	-	-	-	-	157,771	157,771	157,771
Recovery - common costs	-	-	-	-	(1,016,749)	(1,016,749)	(874,457)
Recovery - LRC	-	-	-	-	(17,851)	(17,851)	(25,956)
Recovery - vehicle & equipment	-	-	-	-	(153,648)	(153,648)	(185,975)
Salaries, wages & benefits	1,577,013	1,986,353	603,062	790,887	1,266,055	6,223,370	5,688,157
	3,267,320	2,644,682	1,639,510	1,352,279	1,784,715	10,688,506	9,740,496
Non Pension Retirement Benefits	-	-	-	-	33,188	33,188	31,174
Net Surplus	\$ 141,247	\$ 133,087	\$ 221,723	\$ 123,050	\$ 333,196	952,303	1,229,790

RIDEAU VALLEY CONSERVATION AUTHORITY**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended December 31, 2022

20. RISK MANAGEMENT

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

The Authority's financial instruments consist of cash, investments, accounts receivable, accounts payable and accrual liability, accrued vacation and other leave entitlements.

The Authority's exposure to and management of risk has not changed materially from December 31, 2021.

Credit Risk

Credit Risk arises from the possibility that the entities to which the Authority provides services to may experience difficulty and be unable to fulfil their obligations. The Authority is exposed to financial risk that arises from the credit quality of the entities to which it provides services. The Authority has the largest concentration of credit with South Nation Conservation Authority that totals 28% (2021 - City of Ottawa, 27%) of the Authority's entire receivable balance. As a result, the requirement for credit risk related reserves for accounts receivable is minimal.

Interest Rate Risk

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

Liquidity Risk

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

RIDEAU VALLEY CONSERVATION AUTHORITY

RESERVES

Schedule 1

For the year ended December 31, 2022

CONTINUITY OF RESERVES

	2022	2021
Reserves and reserve fund balances, beginning of year	\$ 5,685,194	\$ 4,496,453
Net transfers from operations approved by board	747,659	1,188,741
Reserves and reserves fund balances, end of year	\$ 6,432,853	\$ 5,685,194

COMPOSITION OF RESERVES

	2022	2021
Capital Reserves	\$ 1,906,394	\$ 1,709,469
Building Life Cycle Reserve	853,550	783,550
Working Fund Reserve	1,212,616	1,212,616
Program Reserves	338,537	147,011
Stewardship	639,691	553,659
Part VIII Program	100,800	100,800
LRC Production Centre	232,892	198,016
ORWC	214,495	91,443
Conservation Lands	540,992	540,992
Planning and Regulations	256,623	256,623
Watershed Science and Engineering	90,491	90,491
Corporate Communications	524	524
Part IV	45,248	-
Septic Reinspection	45,248	-
Total	\$ 6,432,853	\$ 5,685,194

RIDEAU VALLEY CONSERVATION AUTHORITY

PROGRAM REVENUES

Schedule 2

For the year ended December 31, 2022

	(Note 17) Budget	2022	2021
Watershed Sciences and Engineering Services			
Surface Water Quality Monitoring	\$ -	\$ 70,774	\$ 5,652
Hydrometric Monitoring and Forecasting	2,700	36,113	2,492
Flood Erosion and Drought Studies	54,000	149,651	163,635
Ground Water Monitoring	-	1,204	-
Aquatic and Terrestrial Habitat Monitoring	38,000	34,103	67,762
Water Control Operations	-	-	41,163
Water Control Structures/Engineering	(30,000)	-	-
	64,700	291,845	280,704
Planning Advisory and Regulatory Services			
Plan Review	360,811	406,829	435,155
Section 28 Conservation Authorities Act	296,306	293,190	308,546
Septic Re-Inspection Program	69,906	121,138	45,027
Part VIII Building Code Act	627,774	797,943	733,700
Part IV Clean Water Act	44,880	1,544	5,274
	1,399,677	1,620,644	1,527,702
Stewardship Services			
Private Land Forestry	617,345	662,799	630,628
Clean Water Program	206,000	354,537	52,643
Other	123,298	138,627	149,253
	946,643	1,155,963	832,524
Conservation Land Management Services			
Program Management and Land Donations	15,000	30,950	-
Baxter	258,325	184,996	138,727
Foley Mountain	79,710	125,466	96,233
Other Developed Conservation Areas	70,000	41,929	55,645
Other Conservation Areas	8,000	18,987	26,200
Lease and Management Agreements	32,000	33,893	32,000
	463,035	436,221	348,805
Corporate Services			
Administration and Finance	114,595	159,236	91,210
Communications	-	7,873	24,334
Watershed Information Management System	-	72,092	8,135
	114,595	239,201	123,679
Total Program Revenues	\$ 2,988,650	\$ 3,743,874	\$ 3,113,414

RIDEAU VALLEY CONSERVATION AUTHORITY

PROGRAM EXPENDITURES

Schedule 3

For the year ended December 31, 2022

	(Note 17) Budget	2022	2021
Watershed Sciences and Engineering Services			
Program Management	\$ 64,568	\$ 101,139	\$ 97,361
Watershed Report Cards	165,160	228,856	161,252
Drinking Water Source Protection (Note 13)	217,020	218,572	199,083
Surface Water Quality Monitoring	447,113	440,554	391,142
Hydrometric Monitoring and Forecasting	286,787	273,438	282,742
Flood, Erosion and Drought Studies	418,562	558,881	524,033
Ground Water Monitoring	156,461	161,746	61,747
Aquatic and Terrestrial Habitat Monitoring	380,387	184,022	143,293
Water Control Infrastructure			
Operations	126,101	26,381	(12,229)
Capital Maintenance	50,000	(113)	70,953
Rideau River Ice Management	1,119,559	944,774	1,055,837
Amortization	-	129,077	116,623
	3,431,718	3,267,327	3,091,837
Planning Advisory and Regulatory Services			
Program Management	138,997	118,758	121,425
Plan Review	827,496	843,991	869,566
Section 28 Conservation Authorities Act	844,325	889,846	741,697
Part IV Clean Water Act	44,880	1,544	4,504
Part VIII Building Code Act	627,774	711,911	600,325
Septic Re-Inspection Program	69,906	75,890	53,435
Amortization	-	2,736	2,736
	2,553,378	2,644,676	2,393,688
Stewardship Services			
Program Management	162,603	166,277	155,598
Private Land Forestry	739,158	711,045	646,281
Clean Water Program	458,145	488,721	296,496
Shoreline Stewardship Program	217,289	192,133	230,813
Other	74,719	78,666	49,445
Amortization	-	2,667	2,667
	1,651,914	1,639,509	1,381,300
Conservation Land Management Services			
Program Management and Land Donations	101,847	96,059	85,105
Baxter Conservation Area	361,231	336,375	338,745
Foley Mountain Conservation Area	314,523	309,062	254,489
Other Developed Conservation Areas	340,037	291,895	282,351
Other Conservation Areas	252,508	239,405	203,304
Lease and Management Agreements	32,000	33,893	32,000
Amortization	-	45,590	48,489
	1,402,146	1,352,279	1,244,483

RIDEAU VALLEY CONSERVATION AUTHORITY

PROGRAM EXPENDITURES

Schedule 3 continued

For the year ended December 31, 2022

	(Note 17) Budget	2022	2021
Corporate Services			
Management and Members	\$ 331,170	\$ 301,438	\$ 304,744
Finance and Administration	546,910	485,426	433,036
Communications	294,868	247,867	247,701
Foundation	98,598	102,703	95,457
Headquarter Lease and Maintenance	157,771	157,771	157,771
Watershed Information Management System	245,690	253,137	226,310
	1,675,007	1,548,342	1,465,019
Internal Cost - Expenditures (Recoveries)			
Gain on Disposal	-	19,225	(6,511)
Common Cost	(22,696)	(28,052)	(26,814)
Vehicles and Equipment	60,000	(23,058)	(73,456)
Amortization	-	268,258	270,950
	37,304	236,373	164,169
Total Corporate Services	1,712,311	1,784,715	1,629,188
Total Program Expenditures	\$ 10,751,467	\$ 10,688,506	\$ 9,740,496



1 Nicholson's Road
 RR1 Port Severn, Ontario
 LOK 1S0
 Mail: gpca@gmail.com
<https://gpca.wildapricot.org/>

Unregulated Floating Homes: Briefing for Municipalities

May 12, 2023

The Problem:

Lakes and rivers in Ontario are facing a new threat: unregulated float homes. Municipalities, property associations and thousands of individual residents are deeply concerned by the potential environmental, social, economic, and public safety impact(s) these structures can cause to our waterways, if left unregulated.

The Ontario Government has recently consulted Ontarians on this matter and appears willing to bring these floating homes under regulation. But its hands are tied.

The problem is that in Ontario, Transport Canada classifies such structures as "vessels", while in British Columbia, Transport Canada classifies them as "float homes". There is, accordingly, a lack of national consistency in Transport Canada's oversight of these structures.

As a result, in Ontario, as a "vessel", these structures are currently exempt from all forms of municipal oversight and regulation, including building code adherence, building permitting, environmental protection, navigation and public safety, taxation and location management.

These structures are used exclusively for residential purposes and are NOT primarily intended



for or even usable in navigation. There are multiple versions: they may consist simply of shipping containers welded together and floating on Styrofoam; some are stabilized to the lakebed by steel stakes to elevate above mean water level and remain completely stationary with docks affixed to them (refer to picture), while others are two storey residential structures. None of these float homes, however, behave as a vessel and as such they should not be classified as "vessels".

But in British Columbia, where Transport Canada classifies them as “float homes”, these structures must conform to strict building standards and can be duly regulated by the province and municipalities to ensure adherence to building codes, environmental protection, and location management.

What Do We Want to See?

1. Floating structures which are primarily intended for residential use, to be classified as “float homes” as defined under Transport Canada’s “Standards for Float Homes and Live-Aboard Vessels in Victoria Harbour¹”
2. Any of these structures in Ontario currently classified as “vessels” to be re-classified as float homes.

What Are We Doing?

To protect Ontario’s waterways on this issue, thousands of individual cottagers and waterfront residents, multiple cottage associations, as well as numerous municipalities and other stakeholders, are making their concerns known.

Specifically, we are writing to the federal Minister of Transport, submitting a Petition to the House of Commons, engaging individual Members of Parliament, and working with cottage associations.

Municipalities, too, have a critical role to play.

These float homes are not “vessels”. **We urgently need your help!**

What Can Your Municipality Do to Help?

As a Municipality with a significant population of waterfront residents and cottagers, you can take steps to urge the federal Minister of Transport to de-classify these structures as “vessels”.

An important step would be to pass a Council Resolution in favour of the re-classification of these structures as float homes. This step has already been taken by several Ontario municipalities, including the Township of Georgian Bay and the Township of Lake of Bays.

For example, the Lake of Bays passed the first resolution of this kind in April of 2022. This resolution resulted in their municipal letter to the Minister of Transport (*Appendix A*). The Lake of Bays letter was shared with the Association of Municipalities of Ontario.

The Township of Georgian Bay (TGB) has published two documents, their resolution passed April 3, 2023 (*Appendix B*), and the resulting letter to the Minister of Transport on April 25, 2023 (*Appendix C*). TGB’s resolution requests Transport Canada apply the same standards to float

¹ “Standards for Float Homes and Live-Aboard Vessels in Victoria Harbour”, Transport Canada, November 2001

homes as they do in British Columbia. Their letter requests that Transport Canada correct the disparity in float home classification that exists between British Columbia and Ontario.

Once these structures have been re-classified as “float homes”, Municipalities may proceed to enact and enforce by-laws pertaining to them. This authority to act by a Municipality was confirmed in the case of *Glaspell v. Ontario* (2015), which concluded that “a municipality is empowered to enact by-laws that regulate the use of land in the municipality including land in the municipality covered by water (i.e. lakebeds)...and regulate the type of construction and the height, bulk, location, size, floor area, spacing, character and use of buildings or structures to be erected or located within the Township..”.

The Township of Georgian Bay has been a leading advocate for this reclassification, and in fact their council passed the appropriate changes to their by-laws (sections 3.2 and 4.6) so that they will be ready to effectively manage float homes as float homes once they have been reclassified from vessels to float homes.

Mayor Peter Koetsier of Georgian Bay Township has generously offered his time to any municipal leaders that may have questions about float homes, or the strategy pursued by the Township of Georgian Bay to eventually use these municipal by-laws tools in managing float homes once they have been de-classified as vessels.

As President of the Gloucester Pool Cottagers’ Association and Founder of the Float Homes not Vessels Coalition, I am absolutely focused on ensuring that as a municipal leader, you have a complete picture of the issue, risks of not doing anything and benefits of the solution path we are pursuing. Should you have any questions arising from this ask, please reach out to me and I’ll be happy to discuss with you.

Most Sincerely,



Cheryl Elliot-Fraser

President

Gloucester Pool Cottagers’ Association (GPCA)

president.gpca@gmail.com

Founder of Float Homes not Vessels Coalition

Appendix A



T 705-635-2272 TOWNSHIP OF LAKE OF BAYS
 TF 1-877-566-0005 1012 Dwight Beach Rd
 F 705-635-2132 Dwight, ON P0A 1H0

April 12, 2022

Via email: TC.MinisterofTransport-MinistredesTransports.TC@tc.gc.ca

Minister of Transport Canada
 5th Floor
 777 Bay St.
 Toronto, ON
 M7A 1Z8

Dear Hon. Omar Alghabra,

RE: Notice of Motion – Floating Accommodations

On behalf of the Council of the Corporation of the Township of Lake of Bays, please be advised that the above-noted motion was presented at the last regularly scheduled Council meeting on April 12, 2022 and the following resolution was passed.

“Resolution #8(a)/04/12/22

WHEREAS floating accommodations have become a growing concern in that they will affect the environment, character, tranquillity and the overall enjoyment of Lake of Bays and regulating these floating accommodations is a top priority for the Township of Lake of Bays;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of Lake of Bays hereby requests that Transport Canada amend the Canada Shipping Act 2001 by adding the following to the Act:

- All vessel greywater be discharged into a holding tank and disposed of as per Provincial regulations for new vessels; and
- All floating accommodations are required to conform to all Provincial and municipal regulations and by-laws.

...2



T 705-635-2272 TOWNSHIP OF LAKE OF BAYS
 TF 1-877-566-0005 1012 Dwight Beach Rd
 F 705-635-2132 Dwight, ON P0A 1H0

Page 2

AND FURTHER THAT the Council of the Corporation of the Township of Lake of Bays hereby requests that Northern Development, Mines, Natural Resources and Forestry (NDMNR) amend Ontario Regulation 161/17 to include the following:

- Post signs to restrict floating accommodation/camping on the water in southern Ontario (Muskoka south) and that a permit from the NDMNR is required and a permit will not be granted without the consent of the local municipality;
- Camping is reduced from 21 days to 7 days;
- Not permit any camping on the water within 300m of a developed lot or within a narrow water body of 150m; and
- Should a municipality have more restrictive by-laws related to camping, these by-laws would apply.

AND FURTHER, THAT Council hereby directs the Clerk to forward this resolution to the Minister of Transport Canada, the Premier of Ontario, Scott Aitchison, MP, Norm Miller, MPP, Minister of Northern Development, Mines, Natural Resources and Forestry (NDMNR), Association of Municipalities of Ontario and all municipalities in Ontario.

Carried.”

In accordance with Council's direction, I am forwarding you a copy of the resolution for your reference.

Please do not hesitate to contact me should you have any questions or require clarification in this regard.

Sincerely,

Carrie Sykes, *Dipl. M.A., CMO, AOMC*,
 Director of Corporate Services/Clerk

CS/iv

Copy to: Premier of Ontario
 Member of Parliament,
 Local member of Provincial Parliament
 Minister of Northern Development, Mines, Natural Resources & Forestry
 Association of Municipalities
 Municipalities in Ontario

Appendix B



The Township of Georgian Bay
Resolutions
 Council - 03 Apr 2023

Item 13.(e)

Date: April 3, 2023

C-2023-157

Moved by Councillor Kristian Graziano
Seconded by Councillor Allan Hazelton

WHEREAS Transport Canada issued by Order of the Port of Victoria Harbour Master, on November 1st, 2001, the Standards for Float Homes, and Live Aboard Vessels in Victoria Harbour.

WHEREAS Transport Canada has yet to apply the same standards to floating containers and/or floating homes in Ontario.

WHEREAS it was recommended by MP Valerie Bradford (Kitchener South Hespeler) that the Township of Georgian Bay draft a letter to the Federal Minister of Transportation, The Honourable Omar Alghabra, requesting that the same standards be applied to floating homes/containers in Ontario.

NOW THEREFORE BE IT RESOLVED that council authorize staff to draft and send a letter to Transport Canada and the Minister of Transportation, requesting that Transport Canada apply the same standards as outlined within the Standards for Float Homes and Live-Aboard Vessels in Victoria Harbour; and

BE IT FURTHER RESOLVED that a copy of the same letter be copied to our MP, Mr. Scott Aitchison.

Carried Defeated Recorded Vote Referred Deferred

Recorded Vote:

	For	Against	Absent
Councillor Brian Bocek			
Councillor Peter Cooper			
Councillor Kristian Graziano			
Councillor Allan Hazelton			
Councillor Stephen Jarvis			
Councillor Steven Predko			
Mayor Peter Koetsier			

Peter Koetsier, Mayor

Appendix C



The Corporation of the Township of Georgian Bay

99 Lone Pine Road, Port Severn, ON L0K 1S0
 Phone (705) 538-2337 • Fax (705) 538-1850
 1-800-567-0187
 E-mail • clerks@gbtownship.ca
 Web • www.gbtownship.ca

April 25, 2023

Transport Canada
 330 Sparks Street
 Ottawa, ON K1A 0N5

questions@tc.gc.ca

The Honourable Omar Alghabra
 Minister of Transportation
 506-10 Kingsbridge Garden Circle
 Mississauga, ON L5R 3K6

omar.alghabra@parl.gc.ca

Dear Sirs:

Re: Standards for Float Homes and Live Aboard Vessels

The Township of Georgian Bay is requesting the assistance of Transport Canada in resolving the issue of "Floating Accommodations" or "Floating Cottages" on our federal waterways. In November of 2001, Transport Canada issued by Order of the Port of Victoria Harbour Master, the Standards for Float Homes, and Live Aboard Vessels in Victoria Harbour British Columbia. As Ontario has seen an influx of these "Float Homes", the Township of Georgian Bay would like to see Transport Canada apply the same standards and take further accountability for the federal bodies of water in Ontario.

As Transport Canada is aware from the standards set in Victoria Harbour, float homes and live-aboard vessels pose a risk to the environment and the safety of residents. Transport Canada states they promote safe, secure, efficient, and environmentally responsible transportation. It is therefore essential that regulations are established and enforced to ensure that all residents living on float homes and live-aboard vessels in Ontario are complying with the same regulations. As well, these standards would provide much-needed clarity and consistency for those who live on boats, as well as for marina operators, and boat builders who are involved in the industry.

In addition to providing greater consistency and clarity, the adoption of these standards would also help to ensure the safety and well-being of those

who live on boats. By requiring the use of safe and reliable materials, ensuring fire safety measures, and regulating sewage disposal, these standards would help to minimize the risks associated with living on the water.

Yours very truly, _____

A handwritten signature in black ink, appearing to read 'Peter Koetsier', written over a horizontal line.

Peter Koetsier, Mayor

cc: MP Scott Aitchison scott.aitchison@parl.gc.ca

**TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2023-51**

**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 6, 2023**

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 6, 2023 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 6, 2023 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 6, 2023 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 6 day of June 2023.

Read a third time and finally passed this 6 day of June, 2023.

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

Ron Vandewal, Mayor

James Thompson, Clerk