

A G E N D A

**Committee of the Whole
South Stormont Town Hall
Monday, April 11, 2016
9:00 A.M. – 4:00 P.M.**

Call to Order

Confirmation of Agenda

Disclosure of Pecuniary Interest

Approval of Minutes

- April 4, 2016

Delegations

- Agricultural Land Policies, Alison McDonald, Manager of Planning, SDG Counties and County Official Plan, Peter Young, Director of Planning/EDO

Staff Reports

- Ingleside Community Park Concept Design
- Emergency Medical Services Lease Agreement
- Term of Council Goals and Objectives
- 5 Year Capital Budget (*please bring your copy of the document*)

Discussion of Additional Items

Unfinished Business

Closed Meeting

Acquisition or Disposition of Land

Specifically: RFP No. 09-2015 Results, Eligh-Beckstead Road

Personal Matters

Specifically: Municipal Employees

Adjournment by Resolution

TOWNSHIP OF SOUTH STORMONT
COMMITTEE OF THE WHOLE MINUTES
April 4, 2016

A meeting of the Committee of the Whole of the Township of South Stormont was held at Town Hall at 9:00 AM, April 4, 2016.

Present

Council: Mayor Jim Bancroft
Deputy Mayor Tammy Hart
Councillors Donna Primeau, David Smith, and Richard Waldroff

Staff: Betty de Haan, Chief Administrative Officer
Loriann Harbers, Director of Corporate Services/Clerk
Johanna Barkley, Director of Finance/Treasurer
Ross Gellately, Director of Public Works
Peter Young, Director of Planning/EDO

1. Call to Order
2. Confirmation of Agenda
3. Disclosure of Pecuniary Interest
4. Approval of Minutes

Resolution No. COTW-21-2016

Moved by Councillor Waldroff
Seconded by Councillor Primeau

That the Committee of the Whole minutes dated March 7, 2016 be adopted as circulated.

CARRIED

5. Delegations

Watson and Associates – Water Rate Study

Andrew Grunda, MBA, CPA, CGA, Principal and Sean-Michael Stephen, MBA, Analyst and Watson & Associates Economist Ltd. were in attendance to present the results of a Water Rate Study contracted by the Township.

Following the presentation the following points were identified:

1. Staff will provide a copy of the 30 year agreement with Kraft to Watson and Associates for confirmation of calculations;
2. Watson and Associates will compare South Stormont utility rates with small systems in the area, i.e. Finch and Chrysler;
3. Watson and Associates will provide a phased in scenario relative to Alternative 3 with no decrease in rate.

Council will consider the following options:

- finance a sustainable system in future by implementing an increase in rates over a 10 year period, as recommended by Watson and Associates
- after eliminating Alternative 1), the following remain under consideration, 2) Imposing a uniform consumptive rate, 3) Imposing a uniform rate with a base charge.

6. Staff Reports

Part Lot Control: Chase Meadows

Director of Planning/EDO Young provided an overview of the Key Information Report explaining the part lot control proposal for the Chase Meadows subdivision. A by-law will be presented for Council's consideration at a future Council meeting.

St. Andrews West Community Centre Request Presentation

Members reviewed the Key Information Report prepared concerning the St. Andrews West Community Centre Request Presentation.

Staff will meet with representatives of the group in the near future and report back to Council. Council desires to expedite the discussion in order to ensure construction of the fire hall can proceed in 2016.

7. Discussion of Additional Items

Request for Letter of Support

Following discussion, Council concurred that a letter expressing Council's encouragement be provided to the relative developer, JC Godard.

8. Unfinished Business

Review of 2016 Budget

Director of Finance/Treasurer Barkley provided an overview of the Key Information Report explaining adjustments to the 2016 budget.

9. Unfinished Business

10. Adjournment

Resolution No. COTW-22-2016

Moved by Councillor Smith

Seconded by Councillor Waldroff

That Council adjourn this Committee of the Whole meeting at 12:40 PM,
and return to the call of the chair.

CARRIED

Mayor

Clerk



Official Plan – Five Year Review

South Stormont Committee of the Whole
April 11 2016



Main Themes

- The Planning Act "check-up"
- Looking at:
 - designated employment land
 - natural features like woodlands and wetlands
 - agricultural resource lands
 - housekeeping updates
- ✓ Settlement Areas update through amendment in 2015





Growth and Employment

- Study projected:
 - Aging population, housing growth (+390 units), employment growth (-470)
 - Unexpected employer could change projections
 - Shift from manufacturing sector
 - Declining average household size
 - Reduced working population
 - Commuting population



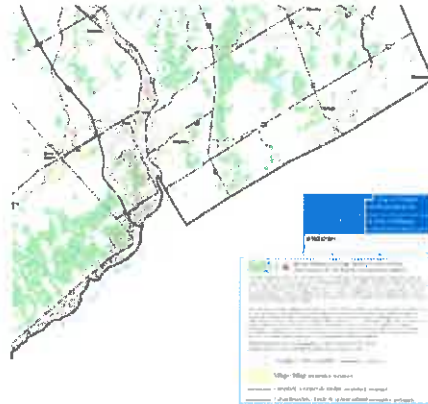
Natural Heritage

- Significant woodlands layer updated



Natural Heritage System

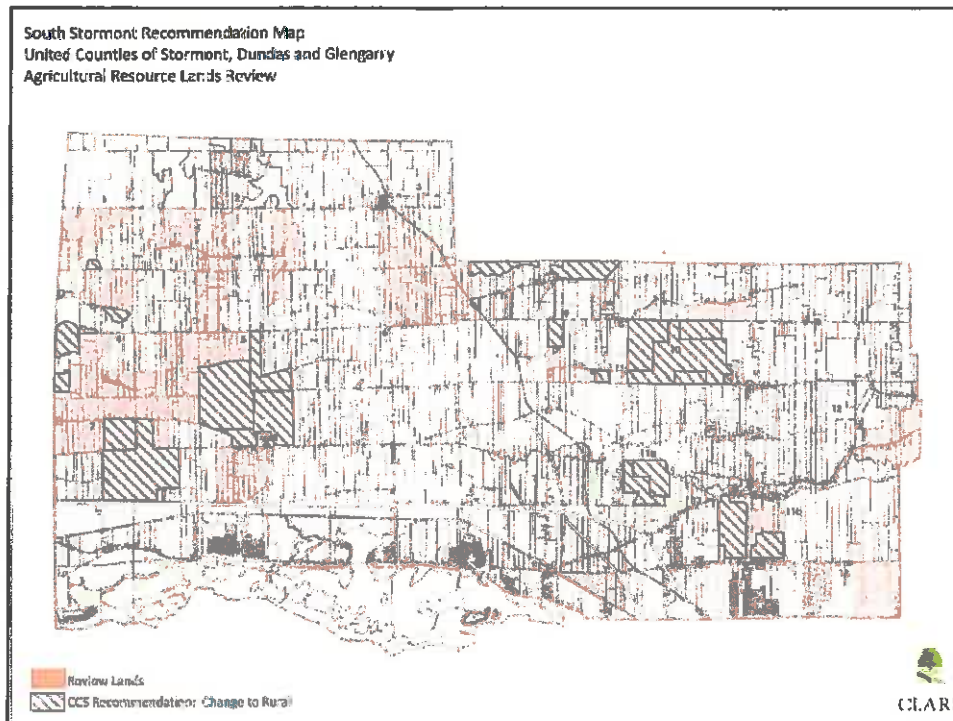
- Links a number of features (wetlands, forests, streams)



Agricultural Lands

- Determine if identified lands should be retained in the Agricultural Resource designation
- Process:
 - Review soils maps and CLI mapping
 - Field visits
 - Review by local and OMAFRA planners
 - Amend Official Plan schedules





Rationale

The principle reasons for designation change:

- Logical continuation of adjacent Rural area; similar characteristics
- Cluster of non-farm land uses of sufficient size
- Small isolated Agricultural Resource area - generally less than 200 acres
- Area of poor lands of sufficient size to warrant a change in designation generally greater than 200 acres with no farming activity



Additional Recommendations

- Include a statement of support for agriculture
- Encourage sustainable agriculture
- Promote a diverse range of farming activities
- Recognize agriculture as legitimate uses in rural area



Consent – Ag Lot Sizes

- Greenbelt Plan – 20 ha for specialty crop, 40 ha for other
- Recent review and discussions with other Counties
- Ministry modification to include a 40 ha minimum for new lots
- Some variability in local zoning bylaws





Purpose of larger lots

- Discourage fragmentation of farmland
- Ensure parcel sizes are appropriate for:
 - flexibility in future changes in operation
 - types of agriculture common and proposed
- Promote parcel sizes that allow meaningful farm employment
- Avoid parcel sizes that invite conflicting land uses
- Reduce constraints on potential livestock locations



Local Perspective


- Distance to major urban areas mitigates the risk for farm parcels to be acquired for non-farm use
- The PPS does not stipulate a specific minimum farm lot area
- Good mix of croplands and livestock
- 80% lots under 75 acres
- Must consider the expectations of the agricultural community





Next Steps for Official Plan

- Spring 2016
 - Send approved Plan for *One Window Review* (June)
- Summer 2016
 - Review *One Window Comments*
 - Complete public consultation tools, prepare open houses
 - Complete public consultation
- Fall 2016
 - Complete final edits to Official Plan and present final draft to Council
 - Repeal / Replace Official Plan and submit to MMAH



South Stormont Agricultural Lands Review



Provincial Policy Approach

- PPS: Prime agricultural areas shall be protected for long-term use for agriculture
- In prime agricultural areas, all types, sizes and intensities of agricultural uses and normal farm practices shall be promoted and protected in accordance with provincial standards.



Lot Creation

2.3.4 Lot Creation and Lot Adjustments

2.3.4.1 Lot creation in prime agricultural areas is discouraged and may only be permitted for:

- a) *agricultural uses, provided that the lots are of a size appropriate for the type of agricultural use(s) common in the area and are sufficiently large to maintain flexibility for future changes in the type or size of agricultural operations;*
- b) *agriculture-related uses, provided that any new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services;*
- c) *a residence surplus to a farming operation as a result of farm consolidation, provided that:*
 1. *the new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services; and*
 2. *the planning authority ensures that new residential dwellings are prohibited on any remnant parcel of farmland created by the severance. The approach used to ensure that no new residential dwellings are permitted on the remnant parcel may be recommended by the Province, or based on municipal approaches which achieve the same objective; and*
- d) *infrastructure, where the facility or corridor cannot be accommodated through the use of easements or rights-of-way.*



Lot Creation for Agricultural Uses

- Permitted for agricultural uses, provided that the lots are of a size appropriate for the type of agricultural use(s) common in the area and are sufficiently large to maintain flexibility for future changes in the type or size of agricultural operations;



Lot Sizes in South Stormont

- South Stormont has the lowest share of prime agricultural land in SDG (40%) and the lowest average existing parcel size in the Agricultural designation (48.8 acres excluding parcels less than 5 acres) in SDG
- Exclusion of parcels under 5 acres is recommended by OMAFRA– only 7% classified as “farms” by MPAC in South Stormont.



Farm Sizes

- South Stormont has a higher share of smaller farms than other Townships in SDG.
- 53% of South Stormont farms are less than 130 acres, while only 34% of farms less than 130 acres in the rest of SDG.
- 24% of farm sizes are under 70 acres compared to 14% in the rest of SDG.




Census of Agriculture - Land Use

Land use	Ontario	SDG	South Stormont
Land in crops	70.5%	74.9%	60.7%
Summerfallow land	0.2%	0.1%	0.3%
Tame or seeded pasture	5.1%	3.1%	3.8%
Natural land for pasture	7.8%	5.0%	9.4%
Area in Christmas trees, woodlands and wetlands	12.7%	13.4%	20.3%
All other land	3.7%	3.5%	5.5%




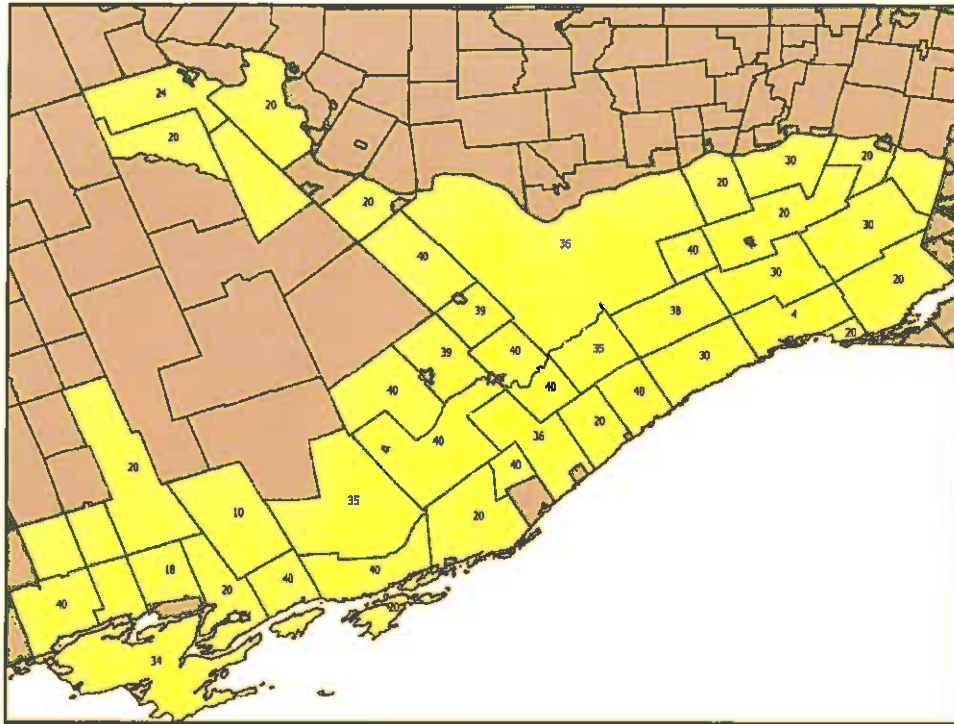
NAICS	Ontario	SDG	South Stormont
Cattle ranching and farming	21.4%	32.8%	29.6%
<i>Beef Cattle Ranching and Farming, including Feedlots</i>	13.5%	10.5%	19.9%
<i>Dairy Cattle and Milk Production</i>	7.8%	22.3%	9.7%
Hog and pig farming	2.4%	0.6%	0.0%
Poultry and egg production	3.1%	1.4%	0.5%
Sheep and goat farming	2.8%	2.6%	4.1%
Other animal production	13.4%	8.9%	13.8%
Oilseed and grain farming	30.4%	33.4%	21.9%
Vegetable and melon farming	2.9%	1.3%	1.5%
Fruit and tree-nut farming	3.0%	1.3%	0.5%
Greenhouse, nursery and floriculture production	4.6%	1.8%	2.6%
Other crop farming	15.9%	15.7%	25.5%

 **Census of Agriculture, farms classified by the North American Industry Classification System (NAICS)**

SDG Lot Area Context

Municipality	Average Ag Parcel	Zoning
North Dundas	63	94
North Glengarry	73	74
North Stormont	67	74
South Dundas	58	74
South Glengarry	55	49
South Stormont	49	10





Surplus Dwellings

The PPS allows for a severance for the surplus of severing a residence surplus to a farming operation as a result of farm consolidation, provided that:

- The new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services; and
- The planning authority ensures that new residential dwellings are prohibited on any remnant parcel of farmland created by the severance. The approach used to ensure that no new residential dwellings are permitted on the remnant parcel may be recommended by the Province, or based on municipal approaches which achieve the same objective.



Surplus Dwellings

- The Township currently does not separate residential uses from other uses in the Agricultural (A) zone in its by-law, and requires a minimum 2 acre lot size.
- In many cases the minimum size needed to accommodate the residential use and appropriate sewage and water services could be less than two acres, and the Township has recently endorsed consents less than the minimum 2 acre size.



Flag Lots

- Other zoning provisions can also assist farmers in disposing of surplus dwellings without impacting farmland.



Other Issues

- Provincial Updates Expected in 2016:
 - Minimum Distance Separation update
 - Guidelines on Permitted Uses in Ontario's Prime Agricultural Areas
- Suggestions?



Public Consultation

- Recommended that Township consult with the Stormont Federation of Agriculture and other stakeholders prior to a formal public meeting.



Township of South Stormont
ACTION REQUEST



To: Council
Date of Meeting: April 13, 2016
Subject: Conceptual Design Report - Ingleside
Community Park Project

Recommendation:

That Council accept the report "Ingleside Community Park – Concept Plan" submitted by Sierra Planning and Management as the official conceptual design for the Ingleside Community Park located on Farran Drive in Ingleside.

Executive Summary:

Staff worked closely with the consulting firm to review all of the recommendations and options found within the reports presented to Council by the Ingleside Community Park Committee, and also past reports and community surveys that are found within both phases of the Recreation Master Plan.

The intention of the conceptual plan is to provide the Township with a scaled design of the park that shows both current facilities and possible future amenities added as part of Phase I (priority) projects and Phase II (potential) projects. New facility options were prioritized based on the recommendations of the Ingleside Community Park Committee. These recommendations were originally presented to Council in a Key Information Report on October 8, 2014.

The design report provides the documentation needed to apply for large funding grants that would be beneficial for the development of the Community Park. Accepting this concept plan comes with the understanding that the eventual design and amenities within the park might be altered based on a number of possible scenarios, which include but are not limited to budget restraints, service issues, and community support.

Background:

1. Staff recognized that the Township had previously had designs made for the construction of a potential Storm Water Management pond. The consulting firm incorporated the original pond design with the potential amenities for the Ingleside Community Park as was approved with in the passing of Resolution No. 010/2012 and allows the conceptual designs for

- both the park facilities and pond to remain viable options for this space.
2. Phase I projects have been categorized as priority based on the research and report presented by the Ingleside Community Park Committee. Below is a list of these projects and potential budget amounts based on the scale of facilities used for this design;
 - i. Renovation of washroom/storage facility (\$79,750),
 - ii. Large play structure equipment and swings (\$109,000),
 - iii. Construction of multi-sport courts (\$115,000),
 - iv. Construction of sand volleyball courts (\$6,000),
 - v. Construction of picnic shelter (\$12,000),
 - vi. Implementation of new gravel parking lot (\$ TBD),and
 - vii. Site preparation for construction of facilities (\$ TBD).
 3. The township was successful in obtaining a grant for \$26,500 through the Canada 150 Infrastructure program for the renovation of the washroom/storage facility. This renovation was approved by Council as a 2016 capital project and will be completed this year.
 4. Phase II projects were added to this concept plan to provide options (not limited to this selection) for the remainder of the park space). These options include:
 - i. Splash pad or water feature,
 - ii. Outdoor rink facility,
 - iii. Addition of two (2) small ball diamonds,
 - iv. Skateboard park / BMX bike park, and /or
 - v. Walking trails.
 5. It is the opinion of staff that the release of this concept plan to the public will help in obtaining community support for this project and aid in the development of a fundraising committee. Ideally the design will be available for display during the South Stormont Fun Run fundraiser on May 7.

Options:

1. That Council accepts the report "Ingleside Community Park – Concept Plan" submitted by Sierra Planning and Management as the official conceptual design for the Ingleside Community Park located on Farran Drive in Ingleside.
2. Council defers accepting the report until further meetings and discussions can take place between Council, staff, and the consultant.
3. Other.

Attachment:

Ingleside Community Park – Concept Plan, April 2016

Prepared By:

Kevin Amelotte

Parks and Recreation Supervisor

Recommended By:

Reviewed & Approved By:



Recommended By:

Ross Gellately, CET

Director of Public Works

INGLESIDE COMMUNITY PARK

CONCEPT PLAN | APRIL 2016



Existing Conditions + Site Analysis



Existing Park Element	Proposed Action / Treatment
1 Baseball diamond	To be retained
2 Entrance to site and informal parking area	Formalize entrance and parking area
3 Washroom facility	To be renovated and expanded
4 Treed Area	Clear some treed areas to reduce bugs

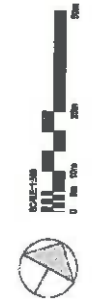


LEGEND
Ingleside Community Park Site

Concept Plan – Phase 1



INGLESIDE COMMUNITY PARK PROJECT
 CONCEPT PLAN | MARCH 2016



Concept Plan – Phase 2



INGLESIDE COMMUNITY PARK PROJECT
CONCEPT PLAN | MARCH 2016



Sierra Planning and Management
advice • strategy • implementation

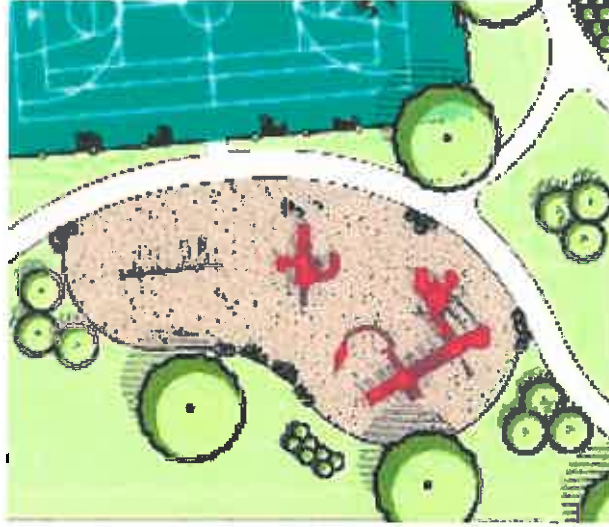
Concept Plan – Details

Proposed Park Element	Details
Park Entrances / Exits and Driveway	<ul style="list-style-type: none"> • Reconfigured main entrance / exit • Provide secondary entrance / exit to improve circulation • Driveway into site allows for a drop-off / pick-up area close to the washroom and picnic shelter area
Parking Area	<ul style="list-style-type: none"> • Organized parking area with gravel surfacing or asphalt paving • Armour stones to define parking area and prevent parking on grass areas
Walkways	<ul style="list-style-type: none"> • Connects all park amenities
Multi-Use Court	<ul style="list-style-type: none"> • Total area: 37m x 36.5m • Space for 2 tennis courts (10.9m x 23.7m) / 2 basketball courts (15m x 28m each), tennis serving setback, bench area
Children's Play Area	<ul style="list-style-type: none"> • Total area: 418m² • Includes junior (18mo – 5 yrs) and senior (5-12 yrs) play structures, and freestanding swing set
Picnic Shelter	<ul style="list-style-type: none"> • Total area: 9m x 12m
Renovated Washroom	<ul style="list-style-type: none"> • Building expanded by 25% (as per Canada 150 Infrastructure Grant regulations) • Building renovated to be AODA compliant
Existing Storage Facility	<ul style="list-style-type: none"> • To remain
Outdoor Rink	<ul style="list-style-type: none"> • Total area: 20m x 27m
Splash Pad	<ul style="list-style-type: none"> • Total area: 209m²
Beach Volleyball Area	<ul style="list-style-type: none"> • Total area: 22 x 25m (includes 2m buffer zone)
BMX / Skatepark Area	<ul style="list-style-type: none"> • Total area: 530m²
Stormwater Management Pond	<ul style="list-style-type: none"> • As per Ingleside North End Stormwater Pond Layout Option No. 2 completed by GENIVAR (2011)
T-ball Diamond / Pitching Practice Area	<ul style="list-style-type: none"> • 50' (15.24m) to bases, 125' (38.1m) minimum to fence
Existing Baseball Diamond	<ul style="list-style-type: none"> • To remain
Passive Open Space	<ul style="list-style-type: none"> • Cleared area (formerly densely treed) for passive recreation use with some trees for human comfort

Concept Plan – Play Structure Details



VIEW SOUTH

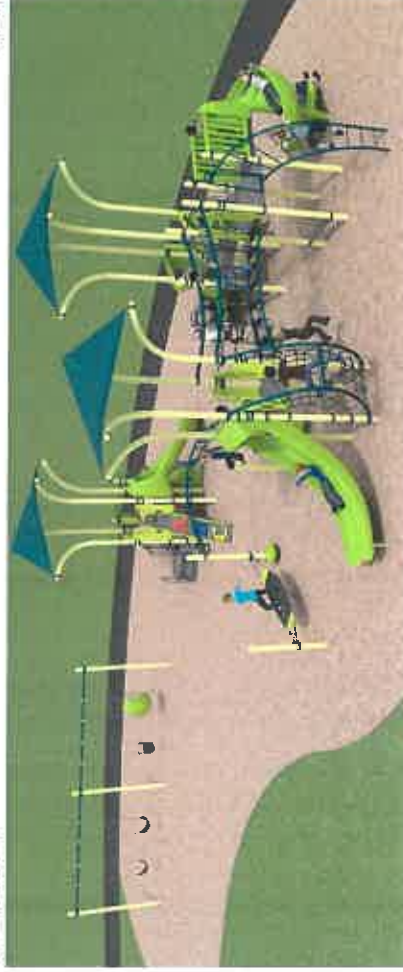


PLAN VIEW

KEY MAP



slr
landscape
structures™



VIEW WEST



VIEW EAST

INGLESIDE COMMUNITY PARK PROJECT
CONCEPT PLAN | MARCH 2016



Sierra Planning and Management
advice • strategy • implementation

VISION	Growth and innovation through responsible, caring leadership			
MISSION	South Stormont, offering quality services and facilities in a progressive rural setting			
VALUES	Communication <i>Transparency</i> <i>Integrity</i> <i>Accountability</i> <i>Teamwork</i> <i>Professionalism</i> <i>Positive Attitude</i>	Community <i>Innovation</i> <i>Customer Service</i> <i>Growth</i> <i>Creativity</i> <i>Continuous Improvement</i> <i>Safety</i>	Caring <i>Approachability</i> <i>Availability</i> <i>Understanding</i> <i>Respect</i> <i>Trust</i> <i>Fairness</i>	
PILLARS	Maintain and Develop Infrastructure	Promote Efficient Services	Increase Community Engagement	Foster Growth and Economic Development
STRATEGIC PRIORITIES	<ul style="list-style-type: none"> a) Develop roads master plan b) Review and expand asset management plan c) Enhance and manage IT (emergency event consideration) d) Develop, execute and maintain 5-year capital plan e) Implement fire master plan f) Complete EMS building g) Update vehicle replacement plan h) Update waste management plan i) Complete Ingleside sewer capacity study j) Support source water protection plan k) Update engineering plans and municipal drains l) Update recreation master plan m) Create cemetery action plan n) Create heritage building policies and action plan o) Evaluate current street light layout p) Expand South Stormont Senior Support Centre 	<ul style="list-style-type: none"> a) Advance customer service initiatives (HR, IT) b) Complete phase two of records management program c) Investigate joint partnership and service opportunities (ex. SD&G animal control) d) Develop HR strategy (succession planning, staff T & D) e) Develop procedure for business licenses f) Develop service delivery efficiencies and standards g) Implement ETF for Accounts Payable 	<ul style="list-style-type: none"> a) Develop marketing and communications plan b) Develop partnership strategy (service clubs, senior groups, volunteers, LVHS) 	<ul style="list-style-type: none"> a) Educate and assist small businesses (grants and other assistance, CIP, accessibility) b) Review and update business retention strategy c) Review and update economic development strategic plan (new businesses) d) Promote/develop surplus properties and industrial parks e) Complete official plan review f) Review opportunities for acquisition of waterfront property g) Encourage provincial government to release surplus properties for development h) Complete recruitment strategy for medical professionals i) Implement strategy for higher density housing