

**TOWNSHIP OF SOUTH FRONTENAC  
SPECIAL COMMITTEE OF THE WHOLE MEETING  
AGENDA**



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

TIME: 9:00 AM,  
DATE: Thursday, January 14, 2021  
PLACE: Council Chambers.

1. Call to Order/Roll Call
  - (a) Motion
2. Declaration of pecuniary interest and the general nature thereof
3. Approval of Agenda
  - (a) Motion to Approve
4. Reports Requiring Direction
  - (a) 2021 Draft Budget
5. Lunch/Refreshment Break (Anticipated around 11:30 am)
6. Notice of Motions
7. Announcements/Statements by Councillors
8. Question of Clarity (from the public on outcome of agenda items)
9. Closed Session (if requested)
10. Adjournment
  - (a) Motion

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## Property Tax Primer

Tax Bill is made up of 3 components:

- Township share set by Council
- County Share set by County Council
- Education Share set by the Province

**We only have control over the Township share**



➤ Property Tax Primer (continued)

Budget target was 2.0% increase on Township share of Tax bill

$$\% \text{ Target} = \frac{2021 \text{ SF Taxes} - 2020 \text{ SF Taxes}}{2020 \text{ SF Taxes}}$$

The 2021 SF Taxes also incorporates the assessment adjustment on the average phased-in residential property value



➤ Property Tax Primer (continued)

SF to be raised by taxes =  
\$ Expenses - \$ Revenues

Township Rate =  $\frac{\text{SF to be raised by taxes}}{\text{Total Weighted Assessment}}$


SF Share of Taxes =  
Township Rate X Property Assessment



 **Property Tax Primer (continued)**

Tax Bill =  
Township + County + Education Rates  
X  
Property Assessment  
+  
Local Improvement Charge  
(including Trailer Licence, Water Debenture)  
*Assessment values are set by MPAC*




 **Transfer from Reserves /  
Transfer to Capital**

Throughout the operating budget, you will see references to Transfer from Reserves and Transfer to Capital.

Transfer from Reserves fund expenditures and are primarily driven from the Capital budget as identified.

Transfer to Capital is the way we move capital expenditures identified in the Capital Budget into the Operating Budget.



 **Transfer from Reserves /  
Transfer to Capital**

From year to year, these amounts will fluctuate which can create large variances listed in the Operating Budget.

Prior year capital carryovers are not incorporated in the presented figures to provide the ability to better compare year over year changes.

A separate summary of carryovers and project status was provided to Council in December.

 **Assessment Information**

The average phase-in assessment for 2021 is \$271,013. Based on the 2.0% target, an average phase-in property would see an increase of \$32.25.

The 2021 MPAC assessment figures provide for an increase in assessment of 1.57% which growth only (no phase-in) as the 2021 re-assessment did not take place due to COVID-19.



# Budget 2021

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Continuing to Look Ahead.

# The Budget is a Strategic Planning Tool

- The Budget may be the Township's most important policy document
- It operationalizes our strategic priorities
- “Put your money where your mouth is.”

- What do we value?
- What do we want to get done?
- Where do we want to be?

**The budget should answer all these questions.**

# Council Direction for the 2021 Budget

- Tax rate target of 2% (average taxpayer impact)
- Support for those impacted by COVID-19 while maintaining service levels
- Council's Strategic Plan/CAO Priorities
  1. Regional Leadership
  2. Appropriate Growth and Environmental Stewardship
  3. Organizational Capacity; progressive/flexible
  4. Community Development and Vibrancy



# 2021 Budget Pressures

- No phase-in assessment this year (+1.57% for growth only)
- Significantly increased costs:
  - Winter Control
  - Garbage & Recycling Collection
- New Services
  - In-house winter control & roadside mowing
  - Part 8 On-site Sewage System Services
- Large capital works
  - Station 8 Fire Hall
  - Frontenac Community Arena
  - Storrington Centre



# Story of the 2021 Budget

- South Frontenac fared well during the COVID-19 pandemic compared to many other municipalities.
- A strong financial position means we can continue moving forward with strategic plans despite pandemic and other service delivery challenges.
- 2020 was a year of big changes – particularly in our Development Services Department. With new services and resources now in place, 2021 is the year when new services are implemented, monitored and refined.
- Contract renewals and cost increases forced us to examine several Public Services operations in 2020 and plan for changes; 2021 will be the year when those changes are implemented.



# ...Story of the 2021 Budget continued

- In 2020, regional leadership opportunities seemed to pop up around every corner; wisely, we took advantage of some and slowed down on others until we and our partners have the time and capacity to give these opportunities the attention they deserve.
- Accommodating growth means new programs and initiatives; we learned that more meaningful public consultation may have improved the outcomes of some recent proposals; as a result, communications and engagement will receive additional focus in 2021.



# ...Story of the 2021 Budget continued

- The 2021 budget continues the Township's focus on modernization of our operations and structures and establishment of new policies and strategies to address things like growth, housing, climate change, and continuing to build our capacity to be a regional leader while providing excellent services to our residents.
- The budget addresses all of these new service areas and emerging community priorities within the average annual ratepayer impact of 2%, despite no assessment phase-in in 2021.



# How are we operationalizing the Strategic Plan in 2021?



Priority 1:

## Position South Frontenac as a Regional Leader

- Delivery of Part 8 services to the other Frontenac Townships
- Support for representation on AMO/ROMA Boards of Directors
- Enhanced procurement resources to build on 2020 partnerships
- Formalized communications role
- Funding allocation for regional roads lobbying strategy



## Priority 2:

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

- Official Plan Continuation
- Municipal Services Options (water/sewer) Study
- Subdivision Standards
- Verona Seniors Housing Master Plan
- Climate Change Adaptation & Mitigation placeholder - \$100,000
- Capacity to start process to obtain delegated planning authority
- Next Generation 911 civic addressing support (mandated)



## Priority 3:

# Ensure the organizational capacity to deliver cost-effective services in a changing world

- Administrative Facility Feasibility Study
- In-house arterial winter control and roadside mowing (Fall 2021)
- In-house Part 8 (on-site sewage systems) service delivery
- More support for financial analysis and grant acquisition
- More support for Fire & Emergency Services Administration
- More resources for Facilities operations
- Succession planning considerations in multiple departments



## Priority 4:

# Be a catalyst for the creation of vibrant, complete communities

- Official Plan Continuation
- Verona Seniors Housing Master Plan
- Covid-19 resident/business support - \$250,000
- Shifted resources to Communications and Public Engagement
- Resources to support grant acquisition for community projects



# Staffing Overview

The 2021 Budget includes **1.8 Net\* new FTE positions**, including:

- **Financial Analyst**
- **SFFR Administrative Assistant**
- **Light Equipment Operator/FCA Arena Attendant**
- **2 x Light Equipment Operators (Winter Control/Roadside Mowing)**

\*The Net FTE accounts for staffing changes that either do not result in new positions, are offset by savings or other revenues, or were previously approved.



# Staffing Changes Explained

Department	Position	FTE
SFFR	Administrative Assistant <b>(NEW)</b>	1.00
	<del>25% of Executive Assistant</del>	<del>-0.25</del>
	<del>25% of Payroll Clerk</del>	<del>-0.25</del>
	<b>Subtotal</b>	<b>0.50</b>
CAO	Executive Assistant (25% back from Fire)	0.25
	<b>Subtotal</b>	<b>0.25</b>
Treasury	Financial Analyst <b>(NEW)</b>	1.00
	Payroll Clerk (25% back from Fire)	0.25
	<del>Finance Student</del>	<del>-0.35</del>
	<b>Subtotal</b>	<b>0.90</b>
Public Services	Facility/SW LEO (50% split w/Arena) <b>(NEW)</b>	0.50
	<b>Subtotal</b>	<b>0.50</b>
Development Services	<del>Planning Student</del>	<del>-0.35</del>
	<b>Subtotal</b>	<b>-0.35</b>
<b>TOTAL</b>		<b>1.80</b>



# ...Staffing Overview continued

## A Few Notes:

- Long Range Financial Plan considers 2 FTE annually for budgeting purposes but does NOT mean that two positions will be created each year
- However, in 2021 staff is recommending 1.8 FTE Net positions because of perceived need and service delivery – this will not always be the case
- The 50/50 split position between (F&SW LEO/Rink Attendant) has been endorsed by the Frontenac Community Arena (FCA) Board



# ...Staffing Overview continued

## Financial Analyst Duties

- Monthly reporting to senior staff including analysis and questions, updating budget information
- Monthly reserve transfers and reconciliation/monitoring of capital expenditures, project closures and other capital reporting
- Dedicated resource for grant writing/reporting
- Financial analysis and business case development for scenarios such as we did with winter control, mowing, garbage and recycling

# ...Staffing Overview continued

## SFFR Administrative Assistant Duties

- Incident data entry (Payroll function); requires considerable time of the Fire Chief; more efficient if done by department directly
- FPPA orders documentation/invoicing
- Real Estate letters (fee for service)
- Insurance inquiries
- Payables support
- Resident inquiries/Customer Service, deliveries, email – social media/education campaign admin



# What is NOT in the 2021 Budget

- Changes to By-law Enforcement
- Certain recreation capital projects deferred until completion of the Recreation Master Plan that is currently underway
- New/expanded community events including funding for a music festival have been put on hold due to the pandemic; however, base recreation programming funding remains



# 2021 Department Budget Highlights

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# CAO/Clerk in 2021

- Pandemic response and accommodation took most attention in 2020
- Refocus on planned projects: by-law enforcement review and contract negotiation, electronic records management improvements and review of our Council/committee structures and procedures
- External communications will receive more focus including roll-out of the Township's updated branding, Sydenham Water consultation and a new engagement software platform in partnership with the County and other Frontenac Townships
- A continued emphasis on the strategic plan, capital budgeting, outside partnerships and organizational structures



# Public Services in 2021

- Implementing new in-house services including a winter night shift beginning in the fall of 2021
- Recruiting for some key positions in 2021; an opportunity to review the organizational structure, responsibilities and synergies with other departments
- A focus on completion of capital works including some roads and major facility projects; more project information for Council & public
- Looking to re-establishing summer programs, complete recreation master plan and promote community facilities and activities



# Development Services in 2021

- Implement the new services, technologies and resources that were put in place in 2020
  - CityView software
  - Part 8 On-site Sewage Systems
- Capacity has been built; start the process of obtaining delegated authority for OPAs/Subdivisions/Condos from Frontenac County
- Official Plan Progress
- Communal servicing, Subdivision standards and other preparations for growth



# Fire & Emergency Services in 2021

- Following our asset management plan; apparatus renewal
- Adapting to change; updating our fleet for rapid response
- Bi-annual Volunteer Fire Fighter recruitment
- New Station 8 Fire Hall construction
- Revisit the Township's Burn By-law
- Seeking additional administrative support so senior officers can devote appropriate time to volunteers, programs/policies
- A focus on increased communications; fostering a department culture built on training, communication, service and professionalism



# Corporate Services & Treasury

- New budget software
- Seeking a Financial Analyst to assist with budget monitoring, business case development, grant acquisition and more
- Continued focus on grant and funding acquisition
- Continue updates to human resources policies
- Asset management plan to meet legislated requirements in 2021; service levels on core assets (roads/bridges/water); Move to web-based software to provide more functionality
- Work with other departments to streamline procurement and payroll processes (invoice coding, timesheet formats, procurement policy updates)
- Review of current fees & charges
- Contract renewals including cemeteries, insurance and banking



# Capital Project Updates

The following updates are based on Council’s feedback during draft capital budget presentation meetings in November and December:

Capital Project	Changes/Explanation
Battersea Park Court	<b>Removed</b> from proposed facilities capital budget; Deferred until completion of Recreation Master Plan (2021) for consideration in 2022.
Glendower Park Court	<b>Removed</b> from proposed facilities capital budget; Deferred until completion of Recreation Master Plan (2021) for consideration in 2022.
Storrington Centre Upgrades	<b>More information</b> provided on size and scope of planned renovations.
Public Services - Tractors w/arm (2)	<b>Cost has been updated</b> ; snow blower attachment deferred until 2022 capital budget.
Hinchinbrooke Road Reconstruction	<b>No Change</b> to project because unable to revise estimates or modify other projects; however, staff will reassess once design/scope is updated in early 2021 and will review reallocation potential from other projects in 2021 in order to move surface treatment up to 2021.

# Capital Project Updates continued

Capital Project	Changes/Explanation
Council Chamber Furniture	<b>Cost has been updated</b> to reflect potential need to upgrade Council tables due to social distancing best practices; current tables seat two Councillors each.
Servicing Options Study (water/sewer)	<b>More information</b> provided on scope/purpose of the study and additional revenue source identified following preliminary discussions with neighbouring municipality.
SFFR Mechanical Support Vehicle	<b>More information</b> provided regarding cost of vehicle compared to outfitting for mechanical purpose; assessment of using an existing squad included; <b>Cost has been updated</b> to reflect offsetting revenue from sale of squad.
SFFR Tanker @ Station 4	<b>More information</b> provided on rationale for larger tanker; concern about private lane access has been addressed.

Changes have been highlighted on each project's capital detail sheet in the budget package.



# Some questions so far:

## **1. Why is there an overall increase of 21% in the Township's 2021 Operating Budget compared to 2020?**

- The large operating increase is mostly the result of scheduled capital expenditures in 2021 reflected under transfers to Capital
- The cost of garbage and recycling, winter control have also increased in 2021
- Delivery of Part 8 services represents a new operating cost even though it is a full cost-recovery service
- One-time initiatives also contribute to the overall operating increase such as funding for Covid-19 support and climate change mitigation



Some questions so far:

**2. Why are there large increased transfers from reserve to revenue and increased transfers to capital in some departments compared to 2020?**

- These amounts are larger in 2021 due to the scheduling of several significant capital projects (e.g. Fire Hall, mowers, Tri-axle, Storrington Centre upgrades, etc.)
- These amounts contribute to the operating increase of 21% despite being funded primarily from existing reserves



## TOWNSHIP OF SOUTH FRONTENAC

### 2021 Draft Budget

### High Level Summary of Changes

Below is a high level summary of key changes from last year's budget excluding transfers to Reserves, transfers to Capital and inter-departmental transfers.

The listing below incorporates all items directed by Council, originally requested by staff and recommended by committees.

<b><u>Notable Variances in presented budget</u></b>		
<b>Costs Savings</b>		
Legal	-10,535	
Treasury - Summer Student	-13,198	
Planning - Summer Student	-13,883	
Hydro - from retrofits	-26,574	
Meetings Investigator	-5,500	
Arena - Operating and minor capital levy	-13,732	
Corporate Services - Consultant Fees	-5,500	
Minor savings across all departments	-74,150	
Reduced amount of tax levy to support capital budget	-230,968	
		-394,040
<b>Increased Revenues</b>		
OMPF	-20,600	
Supplementary Taxation	-10,500	
Bank Interest	-7,500	
Investment Interest	-4,000	
Planning Fees	-3,500	
Garbage Tag Sales	-13,000	
Building Permits	-75,000	
Sewage Permits (SF & Other Frontenacs)	-346,000	
Aggregate Licensing	-7,114	
One-time Operating projects funded from Reserves (COVID Community Funding and Climate Change Adaptation Mitigation)	-350,000	
		-837,214
<b>Increased Costs</b>		
Current Year Asset Investment Reserve Impact (1% of current year levy)	205,119	
Recycling/Garbage Collection	168,704	
Household Hazardous Waste contract	8,700	
Committed Staffing Costs incl Council & Vol. Firefighters	285,271	
Winter Control - 3 Year average + 2%	178,352	
Insurance	48,688	
		894,834

## TOWNSHIP OF SOUTH FRONTENAC

### 2021 Draft Budget

### High Level Summary of Changes

<b>Enhanced Services included in Budget</b>		
Part 8 Specialist (January) - funded through Part 8 fees	118,272	
Part 8 - Application Intake (January) - funded through Part 8 fees	71,746	
Management Position Replacement/Overlap	35,703	
Facilities Operator/Rink Attendant (April) -50% funded by Arena	25,307	
Facilities & Solid Waste Lead Hand	78,977	
less: Facilities & Solid Waste Operator	<u>-66,545</u>	12,432
LEO X 2 (September)(Winter Control - Arterial Routes / Summer Facilities Support)		16,979
Fire Administrative Assistant (March)		51,500
Financial Analyst (May)		57,135
NG911 (April)		39,800
Community COVID-19 support		250,000
Climate Change Adaptation Mitigation		<u>100,000</u>
		778,874
<b>Total Increase to be raised by Taxation</b>		<b>442,454</b>
		2.0% taxpayer impact

<b>Other requests not included</b>		
Music Festival	5,000	
Timbersport Hosting	100,000	
Fire Capital - Thermal Imaging Cameras (2)	32,000	
Fire Capital - Positive Pressure Fans (2)	<u>18,000</u>	
		<b>155,000</b>

<b>Council Direction - 2% Taxpayer Impact</b>		
Meeting Council's direction of 2% taxpayer impact represents a \$442,454 increase on the overall Township levy. Several expenses in comparing 2020 budget to forecasted 2021 expenses go beyond a 2% increase requiring a reduction or changes to existing activities to meet this target.		
Some examples include:		
Winter Control	178,352	7.76%
Insurance	48,688	20.00%
Garbage & Recycling Contracts	168,704	15.60%
<i>Some areas within the budget provide for estimates where figures have not yet been finalized or issued to us:</i>		
Conservation Authorities Levies-Rideau Valley estimated at 2%, received preliminary budget from all others		
Recycling Processing estimated at 2%		
By-Law Enforcement Contract estimated at 2%		

<b>Capital Changes</b>			
<b>Deferred Projects - pending Recreation Master Plan</b>			
Battersea Park Court		33,000	
Glendower Park Court		60,000	
<b>Updated Cost</b>		<b>New</b>	<b>Previous</b>
Council Chamber Furniture		15,000	7,500
Public Services - Tractors (2) with reach arm		440,000	350,000
<b>Updated Financing</b>		<b>New</b>	<b>Previous</b>
Mechanical/Support Vehicle - included Sale of Equipment	Reserve	27,500	80,000
	Other	52,500	
Servicing Options Study - contribution from other Municipalities	Reserve	75,000	100,000
	Other	25,000	
<b>Updated Information - Capital Detailed Sheets (all of the projects listed above also updated)</b>			
Tanker - Station 4			
Storrington Centre Upgrades			

2021 South Frontenac Capital Budget - Draft

Page #	Project Number	PROJECT YEAR(S)	TOTAL PROJECT	2021 BUDGET	TAX LEVY	PROPOSED FINANCING RESERVES	OTHER	
<b>GENERAL GOVERNMENT</b>								
<b>Corporate Services</b>								
<b>New Projects</b>								
1	Council Chambers Furniture Upgrades	21-34 2021	15,000	15,000	7,500	7,500	-	Working Funds
2	Verona Master Plan	21-35 2021	25,000	25,000	-	25,000	-	Development Charges
Total - Corporate Services			40,000	40,000	7,500	32,500	-	

<b>PROTECTIVE SERVICES</b>								
<b>Building</b>								
<b>New Projects</b>								
3	Building/Planning Software & Support	20-07 2020-2021	344,050	65,000	-	18,200	46,800	Building Reserve/ RED Funding
4	Large Format Scanner	21-15 2021	15,000	15,000	-	15,000	-	Building Reserve
5	Inspection Truck- SUV (Part 8 Specialist)	21-34 2021	50,000	50,000	-	50,000	-	Building Reserve
Sub-total			409,050	130,000	-	83,200	46,800	

<b>Fire</b>								
<b>New Projects</b>								
6	Tanker - Station 4	21-02 2021	425,000	425,000	-	425,000	-	Fire Equipment Reserve
7	Rapid Response Unit x 5 -2021(2) & 2022(3)	21-03 2021	375,000	150,000	-	150,000	-	Fire Equipment Reserve
8-9	Mechanical/Support Vehicle	21-04 2021	80,000	80,000	-	27,500	52,500	Fire Equipment Reserve/Sale of Equipment
10	Volunteer Recruitment (20)	21-05 2021	114,500	114,500	-	114,500	-	Working Funds
11	Handheld Radios (36)	21-06 2021	21,600	21,600	-	21,600	-	Working Funds
12	Extractor/Dryer - Station 4 Hartington	21-07 2021	55,000	55,000	-	55,000	-	Infrastructure
13	Bunker Gear Replacement (10)	21-08 2021	25,000	25,000	-	25,000	-	Fire Equipment Reserve
14	Hoses and Appliances	21-09 2021	18,000	18,000	-	18,000	-	Fire Equipment Reserve
15	Wildland Firefighting Suits (100)	21-10 2021	38,000	38,000	38,000	-	-	
16	Blowers (8)	21-11 2021	11,200	11,200	11,200	-	-	
17	Holley Tubes (8)	21-12 2021	6,800	6,800	6,800	-	-	
18	Accountability Equipment (2)	21-13 2021	5,000	5,000	5,000	-	-	
19	Ice Water Rescue Suits (6)	21-14 2021	5,700	5,700	5,700	-	-	
Sub-total			1,180,800	955,800	66,700	836,600	52,500	
Total - Protection Services			1,589,850	1,085,800	66,700	919,800	99,300	

<b>TRANSPORTATION DEPARTMENT</b>								
<b>New Projects</b>								
20	Tandem Dump Truck	21-18 2021	300,000	300,000	-	300,000	-	PS equipment Reserve

2021 South Frontenac Capital Budget - Draft

	Project	PROJECT	TOTAL	2021	PROPOSED FINANCING				
	Number	YEAR(S)	PROJECT	BUDGET	TAX LEVY	RESERVES	OTHER		
21	Half Ton Truck	21-19	2021	40,000	40,000	-	40,000	- PS equipment Reserve	
22	Motor Grader	21-20	2021	450,000	450,000	-	450,000	- PS equipment Reserve	
23	Two Portable Hoists	21-21	2021	40,000	40,000	-	40,000	- Working Funds	
24	Water Tank for Tandem	21-22	2021	35,000	35,000	-	35,000	- PS equipment Reserve	
25	Tractors - Mowers x 2 (for 2022 delivery)	21-35	2021	460,000	460,000	-	460,000	- Asset Investment Reserve	
26	Tri-axle	21-36	2021	400,000	400,000	-	400,000	- Asset Investment Reserve	
27-39	Linear Asset Construction-Villages/Local Roads/Arterial Roads (separate Listing)			9,636,000	7,080,000	3,190,501	2,750,000	1,139,499	AIR 1,250,000 DCF 800,000 FGT 700,000 OCIF 569,580 County FGT 529,919 Developer Contribution 40,000
Total				11,361,000	8,805,000	3,190,501	4,475,000	1,139,499	

**TOWNSHIP FACILITIES MANAGEMENT**

**New Projects**

40	Keeley Road Garage - Communications Tower Relocation	19-29	2019-2021	150,000	100,000	-	100,000	- Facilities
41	Town Hall - Accessible Entrance Ramp & Front Step	20-27	2020-2021	300,000	175,000		75,000	100,000 Infrastructure/ICIP grant
42	New Firehall - replacing Station 8	21-01	2021-2022	2,220,000	2,200,000	-	2,200,000	Development Charges 400,000/ AIR 1,100,000/ Facilities 700,000
43	Burridge Fire Hall - Siteworks	21-27	2021	20,000	20,000	-	20,000	- Infrastructure
44	Portland Garage - Door Operators	21-28	2021	20,000	20,000	-	20,000	- Facilities
45	OPP Building - HVAC/Garage Doors	21-29	2021	27,000	27,000	-	27,000	- Facilities
46	Bedford Sand Dome	21-30	2021	35,000	35,000	-	35,000	- Facilities
47	Bradshaw Fire Hall - Lighting Retrofit/ Interior Wall	21-31	2021	15,000	15,000	-	15,000	- Federal Gas Tax 6,000/ Infrastructure 9,000
48	Storrington Fire Hall - Lighting Retrofit	21-32	2021	6,000	6,000	-	6,000	- Federal Gas Tax
49	Admin Office Location Expansion Feasibility Study	21-33	2021	20,000	20,000	-	20,000	- Facilities
Total				2,813,000	2,618,000	-	2,518,000	100,000

**RECREATION**

**New Projects**

50	Wilmer Park Pumphouse Repairs	19-49	2019-2021	16,000	10,000		10,000	Parkland
51	Storrington Centre Upgrades	19-54	2019-2021	400,000	350,000		350,000	Infrastructure
52	Playground Rubberized Surfaces	20-43	2020-2021	80,000	40,000		40,000	Parkland
53	Bowes Park - Accessible Washrooms	20-44	2020-2021	76,500	75,000		75,000	Parkland

2021 South Frontenac Capital Budget - Draft

	Project Number	PROJECT YEAR(S)	TOTAL PROJECT	2021 BUDGET	PROPOSED FINANCING			
					TAX LEVY	RESERVES	OTHER	
54	Bowes/Centennial/Inverary/Point Ball Diamonds	20-45	2020-2021	35,000	25,000	25,000		Parkland
55	McMullen Park Court	21-21	2021	55,000	55,000	45,000	10,000	Infrastructure/Donation
56	Boat Launch Upgrades-Deyos/Bunker Hill	21-24	2021	30,000	30,000	30,000		Infrastructure
57	Battersea Park Gates	21-25	2021	10,000	10,000	10,000		Infrastructure
58	Sunbury/Gerald Ball Park Bleachers	21-26	2021	10,000	10,000	10,000		Infrastructure
	Battersea Park Court	21-22	2021	33,000	33,000	33,000		Infrastructure
	Glendower Park Courts	21-23	2021	60,000	60,000	60,000		Infrastructure
Total - Recreation				619,500	512,000	-	502,000	10,000
<b>ARENA</b>								
59	Heat Exchanger/Brine Pump/Condenser Unit/Arena floor/boards replacement		2020-2021	1,680,375	1,343,750	211,443	1,132,307	Working Funds on successful ICIP Grant
Total - Arena				1,680,375	1,343,750	-	211,443	1,132,307
<b>PLANNING</b>								
<b>New Projects</b>								
60	Official Plan	19-60	2019-2021	176,000	30,000	-	30,000	- Federal Gas Tax
61	Development of Subdivision /Condo Standards	21-16	2021	15,000	15,000	-	15,000	- Working Funds
62	Servicing Options Study	21-17	2021	100,000	100,000	-	75,000	25,000 Federal Gas Tax
Total - Planning				291,000	145,000	-	120,000	25,000
<b>TOTALS</b>				<b>18,394,725</b>	<b>14,549,550</b>	<b>3,264,701</b>	<b>8,778,743</b>	<b>2,506,106</b>

**Year 2021**

**Linear Asset Construction Schedule**

Page #

New Projects		<i>Project Year(s)</i>	<b>Total Project</b>	<b>2021 Budget</b>	
27	18-R14 Carrying Place Road	2018-2021	1,487,800	784,800	
28	20-R03 Bunker Hill/Deyos Road	2018-2021	1,556,800	1,096,800	
29	20-R04 Hinchinbrooke Road	2020-2021	1,793,100	1,128,100	
30	21-R01 Battersea Road	2021	1,600,000	1,600,000	
31	21-R02 Stafford Lane Culvert	2021	328,000	300,000	
32	21-R03 North Shore Road Culvert	2021	340,300	340,300	
33	21-R04 Hard Surface Preservation	Micro-surfacing	2021	500,000	500,000
34-35	21-R05 Hard Surface Preservation	Single Surface Treatment	2021	800,000	800,000
36	21-R06 Battersea - New Sidewalks	2021	50,000	50,000	
37	21-R07 Guiderail Upgrades	2021	50,000	50,000	
38	21-R08 Streetlights	2021	30,000	30,000	
39	21-R09 Arterial Reserve (Road 38)	2019-2022	1,100,000	400,000	
	<b>Total</b>		<b>9,636,000</b>	<b>7,080,000</b>	

**\*\* In 2019, Murvale Boundary Road was moved up from the scheduled 2021 capital plan in the amount of \$600,000. The capital project was offset by one-time additional Federal Gas Tax received in 2019**

**TOWNSHIP OF SOUTH FRONTENAC**  
**2021 Draft Budget - December 15, 2020**

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Summary of Revenue and Expense		Actuals			2020-2021 Budget	
		2020 Budget	11-Dec-20	2021 Budget	Variance	
		\$	\$	\$	\$	%
1.	<b><u>REVENUE</u></b>					
2.	Property Taxation- Supplementary & PIL	195,000	210,836	205,500	10,500	5.38%
3.	User Charges	1,125,370	855,095	1,205,674	80,304	7.14%
4.	Licenses, Permits and Rents	890,007	850,746	1,315,401	425,394	47.80%
5.	Government Grants	2,596,321	2,419,809	2,537,564	-58,757	-2.26%
6.	Grants from Other Municipalities	543,919	0	568,919	25,000	4.60%
7.	Investment Income	341,500	401,346	353,000	11,500	3.37%
8.	Penalties and interest on taxes	370,000	183,592	370,000	0	0.00%
9.	Donations	6,000	65,410	16,000	10,000	166.67%
10.	Other	5,219	169,175	54,945	49,726	952.79%
11.	Transfers From Reserves/Reserve Funds	3,948,503	4,019,545	9,296,743	5,348,240	135.45%
12.	<b>TOTAL Revenue</b>	<b>10,021,839</b>	<b>9,175,554</b>	<b>15,923,746</b>	<b>5,901,907</b>	<b>58.89%</b>
13.	<b><u>OPERATING EXPENSE</u></b>					
14.	<i>General Government</i>	5,007,827	4,683,647	5,586,260	578,434	11.55%
15.	<i>Protection to Persons and Property</i>					
16.	Fire	2,088,890	2,186,879	5,047,314	2,958,424	141.63%
17.	Police	3,063,522	2,813,292	3,063,362	-160	-0.01%
18.	Conservation Authorities	240,875	225,760	244,380	3,506	1.46%
19.	Protective Inspections and Control	116,872	80,025	118,212	1,340	1.15%
20.	Emergency Measures	1,559	406	1,668	109	7.01%
21.	Building Department	887,321	848,336	1,132,250	244,929	27.60%
22.	<i>Transportation Services</i>					
23.	Roadway Maintenance	11,487,056	11,434,854	13,324,063	1,837,007	15.99%
24.	Winter Control	2,298,078	1,477,770	2,476,430	178,352	7.76%
25.	<i>Environmental Services</i>					
26.	Water System	437,701	128,966	395,350	-42,350	-9.68%
27.	Solid Waste Management	2,549,962	2,437,755	2,801,353	251,391	9.86%
28.	<i>Parks, Recreation and Cemeteries</i>	1,416,361	1,180,290	1,752,829	336,468	23.76%
29.	<i>Planning and Development</i>	700,430	478,962	697,342	-3,088	-0.44%
30.	<b>TOTAL Expense</b>	<b>30,296,453</b>	<b>27,976,943</b>	<b>36,640,814</b>	<b>6,344,361</b>	<b>20.94%</b>
31.	<b>TO BE RAISED BY TAXATION</b>	<b>20,274,614</b>	<b>18,801,389</b>	<b>20,717,068</b>	<b>442,454</b>	<b>2.18%</b>

**IMPACT ON TAXPAYER:**

**BASED ON AVERAGE PHASE-IN ASSESSMENT THE TOWNSHIP'S SHARE OF  
THE TAX BILL ON A 271,013 PROPERTY WILL INCREASE 2.0% WHICH EQUALS \$32.25**

# TOWNSHIP OF SOUTH FRONTENAC

## 2021 Draft Budget - December 15, 2020

General Government Detail	Actuals		2020-2021 Budget		
	2020 Budget	11-Dec-20	2021 Budget	Variance	
	\$	\$	\$	\$	%
<b>1. GENERAL MUNICIPAL ACTIVITY</b>					
<b>2. Revenue</b>					
3. Taxation - Supplementary & PIL	195,000	210,836	205,500	10,500	5.38%
4. Government Grants	1,552,500	1,577,500	1,573,100	20,600	1.33%
5. Investment Income	334,000	388,888	339,000	5,000	1.50%
6. Penalties and interest on taxes	370,000	183,592	370,000	0	0.00%
7. Other	0	45,008	0	0	0.00%
8. Transfer from Reserves	0	0	0	0	0.00%
<b>9. Total Revenue</b>	<b>2,451,500</b>	<b>2,405,825</b>	<b>2,487,600</b>	<b>36,100</b>	<b>1.47%</b>
<b>10. Expense</b>					
11. Operations	0	3,146	0	0	0.00%
12. Transfer to Reserves	2,417,123	2,417,123	2,622,242	205,119	8.49%
<b>13. Total Expense</b>	<b>2,417,123</b>	<b>2,420,269</b>	<b>2,622,242</b>	<b>205,119</b>	<b>8.49%</b>
<b>14. TOTAL GENERAL MUNICIPAL ACTIVITY</b>	<b>-34,377</b>	<b>14,444</b>	<b>134,642</b>	<b>169,020</b>	<b>-491.66%</b>
<b>15. COUNCIL</b>					
<b>16. Revenue</b>					
17. Grants from Other Municipalities	14,000	0	14,000	0	0.00%
18. Transfer from Reserves	55,000	10,916	392,500	337,500	613.64%
<b>19. Total Revenue</b>	<b>69,000</b>	<b>10,916</b>	<b>406,500</b>	<b>337,500</b>	<b>489.13%</b>
<b>20. Expense</b>					
21. Remuneration	190,625	157,928	188,938	-1,688	-0.89%
22. Benefits	6,129	5,324	4,591	-1,538	-25.09%
23. Memberships, Training and Travel	35,380	13,022	35,000	-380	-1.07%
24. Communications	11,794	13,723	15,800	4,006	33.97%
25. Council Operations	34,560	27,792	133,995	99,435	287.72%
26. Grants * (see details bottom of next page)	243,909	149,000	507,909	264,000	108.24%
27. Transfer to Capital	50,000	204,581	15,000	-35,000	-70.00%
28. Transfer to Reserves	10,000	10,000	10,000	0	0.00%
<b>29. Total Expense</b>	<b>582,397</b>	<b>581,370</b>	<b>911,233</b>	<b>328,836</b>	<b>56.46%</b>
<b>30. TOTAL COUNCIL</b>	<b>513,397</b>	<b>570,454</b>	<b>504,733</b>	<b>-8,664</b>	<b>-1.69%</b>
<b>31. ELECTIONS</b>					
<b>32. Revenue</b>					
33. User Charges	0	0	0	0	0.00%
34. Transfer from Reserves	0	0	0	0	0.00%
<b>35. Total Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100.00%</b>
<b>36. Expense</b>					
37. Remuneration	0	0	0	0	0.00%
38. Benefits	0	0	0	0	0.00%
39. Memberships, Training and Travel	0	0	0	0	0.00%
40. Communications	0	0	0	0	0.00%
41. Elections Operations	0	0	0	0	0.00%
42. Transfer to Reserves	25,000	25,000	25,000	0	0.00%
<b>43. Total Expense</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>0</b>	<b>0.00%</b>
<b>44. TOTAL ELECTIONS</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>0</b>	<b>0.00%</b>

# TOWNSHIP OF SOUTH FRONTENAC

## 2021 Draft Budget - December 15, 2020

### General Government Detail

	Actuals			2020-2021 Budget	
	2020 Budget	11-Dec-20	2021 Budget	Variance	
	\$	\$	\$	\$	%
<b>45. CORPORATE SERVICES</b>					
<b>46. Revenue</b>					
47. User Charges	31,600	13,804	39,600	8,000	25.32%
48. Licenses, Permits and Rents	1,250	1,111	1,500	250	20.00%
49. Government Grants	0	0	0	0	0.00%
50. Other	0	0	0	0	0.00%
51. Transfer from Reserves	75,000	0	0	-75,000	-100.00%
<b>52. Total Revenue</b>	<b>107,850</b>	<b>14,915</b>	<b>41,100</b>	<b>-66,750</b>	<b>-61.89%</b>
<b>53. Expense</b>					
54. Remuneration	804,834	719,551	886,283	81,449	10.12%
55. Benefits	263,199	213,496	294,409	31,210	11.86%
56. Inter Departmental Transfer	0	0	0	0	0.00%
57. Memberships, Training and Travel	51,728	15,578	50,150	-1,578	-3.05%
58. Communications	49,259	49,289	52,994	3,735	7.58%
59. Professional and Consulting Fees	56,600	22,074	46,480	-10,120	-17.88%
60. Administrative Operations	135,181	138,489	151,261	16,080	11.90%
61. Transfer to Capital	75,000	9,235	0	-75,000	-100.00%
<b>62. Total Expense</b>	<b>1,435,802</b>	<b>1,167,712</b>	<b>1,481,577</b>	<b>45,776</b>	<b>3.19%</b>
<b>63. TOTAL CORPORATE SERVICES</b>	<b>1,327,952</b>	<b>1,152,797</b>	<b>1,440,477</b>	<b>112,526</b>	<b>8.47%</b>
<b>64. ADMINISTRATIVE FACILITIES</b>					
<b>65. Revenue</b>					
66. Facilities Revenue	217,371	191,408	218,501	1,130	0.52%
67. Government Grants	0	0	100,000	100,000	100.00%
68. Donations	0	0	0	0	0.00%
69. Transfer from Reserves	252,500	352,860	147,000	-105,500	-41.78%
<b>70. Total Revenue</b>	<b>469,871</b>	<b>544,268</b>	<b>365,501</b>	<b>-104,370</b>	<b>-22.21%</b>
<b>71. Expense</b>					
72. Remuneration	1,720	6,914	2,047	327	18.98%
73. Inter Departmental Transfer	423	2,492	1,100	677	160.02%
74. Professional and Consulting Fees	5,500	3,850	5,610	110	2.00%
75. Facilities Operating Costs	188,617	117,554	187,107	-1,510	-0.80%
76. Transfer to Capital	252,500	353,486	247,000	-5,500	-2.18%
77. Transfer to Reserves	98,745	5,000	103,344	4,599	4.66%
<b>78. Total Expense</b>	<b>547,505</b>	<b>489,297</b>	<b>546,208</b>	<b>-1,298</b>	<b>-0.24%</b>
<b>79. TOTAL ADMINISTRATIVE FACILITIES</b>	<b>77,634</b>	<b>-54,972</b>	<b>180,707</b>	<b>103,072</b>	<b>132.77%</b>
<b>80. Total General Government</b>	<b>1,909,605</b>	<b>1,707,722</b>	<b>2,285,559</b>	<b>375,954</b>	<b>19.69%</b>

#### Explanation of Significant Variances

Line 3	Supplementary Taxation
Line 4	OMPF confirmed Funding
Line 12	In year Asset Investment Reserve (AIR) contribution
Line 54/55	Financial Analyst, Reallocation EA 25% Payroll Clerk 25% from Fire
Line 60	One-time computer replacements and new Budgeting Software Annual License

#### \* Council - Grants to Organizations/Individuals (line 26)

Private Lanes	100,000	Bradshaw School Visits	2,000
South Frontenac Community Services (SFCS)	15,000	Inverary Youth	1,650
Community Grants	35,000	High School - Graduation	500
Seniors & Law Enforcement Together (SALT)	7,500	Trails - Work in kind - CRCA	5,219
Lake Study Grants	60,000	COVID Community Support	250,000
Non-Township Facilities (Verona Mini-Park/ Lion's Hall)	7,040	Miscellaneous	10,000
		<b>Total</b>	<b>493,909</b>

## TOWNSHIP OF SOUTH FRONTENAC 2021 Draft Budget - December 15, 2020

	Actuals			2020-2021 Budget	
	2020 Budget	11-Dec-20	2021 Budget	Variance	
	\$	\$	\$	\$	%
<b>1. FIRE</b>					
<b>2. Revenue</b>					
3. User Charges	72,500	44,425	75,250	2,750	3.79%
4. Grants from Other Municipalities	0	0	0	0	0.00%
5. Other	0	0	52,500	52,500	100.00%
6. Transfer from Reserves	119,100	277,619	3,077,600	2,958,500	2484.05%
<b>7. Total Revenue</b>	<b>191,600</b>	<b>322,044</b>	<b>3,205,350</b>	<b>3,013,750</b>	<b>1572.94%</b>
<b>8. Expense</b>					
9. Remuneration	769,291	608,020	717,612	-51,679	-6.72%
10. Benefits	103,421	95,139	130,326	26,905	26.01%
11. Memberships, Training and Travel	42,300	7,430	33,500	-8,800	-20.80%
12. Communications & Public Education	60,063	53,379	64,235	4,172	6.95%
13. Professional and Consulting Fees	3,000	5,419	3,500	500	16.67%
14. Fire Operations	278,752	290,613	277,099	-1,652	-0.59%
15. Transfer to Capital	222,000	556,079	3,196,800	2,974,800	1340.00%
16. Transfer to Reserves	415,000	412,996	428,610	13,610	3.28%
<b>17. Total Expense</b>	<b>1,893,827</b>	<b>2,029,074</b>	<b>4,851,683</b>	<b>2,957,856</b>	<b>156.18%</b>
<b>18. TOTAL FIRE</b>	<b>1,702,227</b>	<b>1,707,031</b>	<b>1,646,333</b>	<b>-55,894</b>	<b>-3.28%</b>
<b>19. FIRE FACILITIES</b>					
<b>20. Expense</b>					
21. Facilities Operating Costs	184,602	147,344	184,950	348	0.19%
<b>22. Total Expense</b>	<b>184,602</b>	<b>147,344</b>	<b>184,950</b>	<b>348</b>	<b>0.19%</b>
<b>23. TOTAL FIRE FACILITIES</b>	<b>184,602</b>	<b>147,344</b>	<b>184,950</b>	<b>348</b>	<b>0.19%</b>
<b>24. 911 SERVICE</b>					
<b>25. Expense</b>					
26. 911 Operations	10,460	10,460	10,680	220	2.10%
<b>27. Total Expense</b>	<b>10,460</b>	<b>10,460</b>	<b>10,680</b>	<b>220</b>	<b>2.10%</b>
<b>28. TOTAL 911 SERVICE</b>	<b>10,460</b>	<b>10,460</b>	<b>10,680</b>	<b>220</b>	<b>2.10%</b>
<b>29. TOTAL FIRE</b>	<b>1,897,290</b>	<b>1,864,835</b>	<b>1,841,964</b>	<b>-55,326</b>	<b>-2.92%</b>

### Explanation of Significant Variances

Line 9/10	Adjust VFF wage budget 3 year average, Administrative
Line 11	Assistant Training reduced budget to reflect 3 year average

## TOWNSHIP OF SOUTH FRONTENAC 2021 Draft Budget - December 15, 2020

Protection to Persons and Property Detail		Actuals			2020-2021 Budget	
		2020 Budget	11-Dec-20	2021 Budget	Variance	
		\$	\$	\$	\$	%
1.	<b>POLICE</b>					
2.	<b>Revenue</b>					
3.	User Charges	9,000	2,780	8,000	-1,000	-11.11%
4.	Government Grants	0	15,559	0	0	0.00%
5.	Transfer from Reserves	45,000	0	35,000	-10,000	-22.22%
6.	<b>Total Revenue</b>	<b>54,000</b>	<b>18,339</b>	<b>43,000</b>	<b>-11,000</b>	<b>-20.37%</b>
7.	<b>Expense</b>					
8.	Remuneration	1,200	100	1,350	150	12.50%
9.	Memberships, Training and Travel	900	230	900	0	0.00%
10.	Communications	1,500	1,002	1,190	-310	-20.67%
11.	Police Operations	3,051,082	2,808,714	3,051,082	0	0.00%
12.	<b>Total Expense</b>	<b>3,054,682</b>	<b>2,810,047</b>	<b>3,054,522</b>	<b>-160</b>	<b>-0.01%</b>
13.	<b>TOTAL POLICE</b>	<b>3,000,682</b>	<b>2,791,708</b>	<b>3,011,522</b>	<b>10,840</b>	<b>0.36%</b>
14.	<b>RIDE PROGRAM</b>					
15.	<b>Revenue</b>					
16.	Government Grants	8,840	4,991	8,840	0	0.00%
17.	<b>Total Revenue</b>	<b>8,840</b>	<b>4,991</b>	<b>8,840</b>	<b>0</b>	<b>0.00%</b>
18.	<b>Expense</b>					
19.	Ride Operations	8,840	3,245	8,840	0	0.00%
20.	<b>Total Expense</b>	<b>8,840</b>	<b>3,245</b>	<b>8,840</b>	<b>0</b>	<b>0.00%</b>
21.	<b>TOTAL RIDE PROGRAM</b>	<b>0</b>	<b>-1,745</b>	<b>0</b>	<b>0</b>	<b>100.00%</b>
22.	<b>Total Police</b>	<b>3,000,682</b>	<b>2,789,962</b>	<b>3,011,522</b>	<b>10,840</b>	<b>0.36%</b>
23.	<b>CONSERVATION AUTHORITIES</b>					
24.	<b>Expense</b>					
25.	Remuneration	1,700	1,170	2,000	300	17.64%
26.	Conservation Authority Transfers	239,175	224,590	242,380	3,206	1.34%
27.	<b>Total Expense</b>	<b>240,875</b>	<b>225,760</b>	<b>244,380</b>	<b>3,506</b>	<b>1.46%</b>
28.	<b>TOTAL CONSERVATION AUTHORITIES</b>	<b>240,875</b>	<b>225,760</b>	<b>244,380</b>	<b>3,506</b>	<b>1.46%</b>

### Explanation of Significant Variances

## TOWNSHIP OF SOUTH FRONTENAC 2021 Draft Budget - December 15, 2020

Protection to Persons and Property Detail		Actuals			2020-2021 Budget	
		2020 Budget	11-Dec-20	2021 Budget	Variance	
		\$	\$	\$	\$	%
<b>1. PROTECTIVE INSPECTIONS AND CONTROL</b>						
<b>2. Revenue</b>						
3. User Charges		5,500	675	5,500	0	0.00%
4. Licenses, Permits and Rents		50,750	50,451	49,750	-1,000	-1.97%
5. Government Grants		10,000	3,274	9,000	-1,000	-10.00%
6. Other		0	0	0	0	0.00%
<b>7. Total Revenue</b>		<b>66,250</b>	<b>54,400</b>	<b>64,250</b>	<b>-2,000</b>	<b>-3.02%</b>
<b>8. Expense</b>						
9. Inter Departmental Transfer		0	0	0	0	0.00%
10. Memberships, Training and Travel		12,740	7,086	12,740	0	0.00%
11. Communications		2,925	556	2,740	-185	-6.32%
12. Professional and Consulting Fees		5,000	509	5,000	0	0.00%
13. Protective Operations		96,207	71,874	97,732	1,525	1.59%
14. Transfer to Reserves		0	0	0	0	0.00%
<b>15. Total Expense</b>		<b>116,872</b>	<b>80,025</b>	<b>118,212</b>	<b>1,340</b>	<b>1.15%</b>
<b>16. TOTAL PROTECTIVE INSPECTIONS AND CONTROL</b>		<b>50,622</b>	<b>25,625</b>	<b>53,962</b>	<b>3,340</b>	<b>6.60%</b>
<b>17. EMERGENCY MANAGEMENT</b>						
<b>18. Revenue</b>						
19. Transfer from Reserves		0	0	0	0	0.00%
<b>20. Total Revenue</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100.00%</b>
<b>21. Expense</b>						
22. Remuneration		250	0	200	-50	-19.99%
23. Memberships, Training and Travel		250	0	500	250	100.03%
24. Communications		459	406	468	9	2.00%
25. Emg Management Operations		600	0	500	-100	-16.67%
<b>26. Total Expense</b>		<b>1,559</b>	<b>406</b>	<b>1,668</b>	<b>109</b>	<b>7.01%</b>
<b>27. TOTAL EMERGENCY MANAGEMENT</b>		<b>1,559</b>	<b>406</b>	<b>1,668</b>	<b>109</b>	<b>7.01%</b>

Explanation of Significant Variances

## TOWNSHIP OF SOUTH FRONTENAC 2021 Draft Budget - December 15, 2020

	Actuals		2020-2021 Budget		
	2020 Budget	11-Dec-20	2021 Budget	Variance	
	\$	\$	\$	\$	%
<b>Protection to Persons and Property Detail</b>					
<b>1. BUILDING</b>					
<b>2. Revenue</b>					
3. User Charges	13,470	17,469	14,000	530	3.93%
4. Licenses, Permits and Rents	525,300	512,145	946,450	421,150	80.17%
5. Government Grants	244,062	216,377	46,800	-197,262	-80.82%
6. Other	0	6,600	0	0	0.00%
7. Transfer from Reserves	81,354	116,619	83,200	1,846	2.27%
<b>Total Revenue</b>	<b>864,186</b>	<b>869,209</b>	<b>1,090,450</b>	<b>226,264</b>	<b>26.18%</b>
<b>8. Expense</b>					
9. Remuneration	304,718	291,137	566,270	261,552	85.83%
10. Benefits	100,888	97,177	191,039	90,151	89.36%
11. Inter Departmental Transfer	0	0	0	0	0.00%
12. Memberships, Training and Travel	17,900	8,295	20,500	2,600	14.53%
13. Communications	4,653	3,853	4,937	284	6.10%
14. Professional and Consulting Fees	5,000	4,278	7,000	2,000	40.00%
15. Building Operations	63,800	56,597	73,117	9,317	14.60%
16. Transfer to Capital	325,416	348,149	130,000	-195,416	-60.05%
17. Transfer to Reserves	41,812	21,000	97,588	55,776	133.40%
<b>Total Expense</b>	<b>864,186</b>	<b>830,484</b>	<b>1,090,450</b>	<b>226,264</b>	<b>26.18%</b>
<b>19. TOTAL BUILDING</b>	<b>0</b>	<b>-38,725</b>	<b>0</b>	<b>0</b>	<b>-33.68%</b>
<b>20. CIVIC NUMBERS</b>					
<b>21. Revenue</b>					
22. User Charges	10,000	6,200	10,000	0	0.00%
<b>23. Total Revenue</b>	<b>10,000</b>	<b>6,200</b>	<b>10,000</b>	<b>0</b>	<b>0.00%</b>
<b>24. Expense</b>					
25. Remuneration	15,601	12,746	0	-15,601	-100.00%
26. Benefits	5,410	4,420	0	-5,410	-100.00%
27. Civic Numbers Operations	2,124	686	41,800	39,676	1867.95%
<b>Total Expense</b>	<b>23,135</b>	<b>17,852</b>	<b>41,800</b>	<b>18,665</b>	<b>80.68%</b>
<b>29. TOTAL CIVIC NUMBERS</b>	<b>13,135</b>	<b>11,652</b>	<b>31,800</b>	<b>18,665</b>	<b>142.10%</b>
<b>30. TOTAL BUILDING</b>	<b>13,135</b>	<b>-27,073</b>	<b>31,800</b>	<b>18,665</b>	<b>142.10%</b>
<b>31. Total Protection to Persons and Property Detail</b>	<b>5,204,163</b>	<b>4,879,515</b>	<b>5,185,297</b>	<b>-18,866</b>	<b>-0.36%</b>

### Explanation of Significant Variances

Line 4	Projected Building Permit and Part 8 Revenues
Line 9/10	Annualize Deputy CBO, New Part 8 Specialist and Application Intake Coordinator
Line 15	Liability Insurance, One time computer replacement & additional vehicle -fuel/ maintenance
Line 27	NG911 - contracted GIS through County

**TOWNSHIP OF SOUTH FRONTENAC**  
**2021 Draft Budget - December 15, 2020**

**Transportation Services Detail**

	Actuals			2020-2021 Budget	
	2020 Budget	11-Dec-20	2021 Budget	Variance	
	\$	\$	\$	\$	%
<b>1. ROADS</b>					
<b>2. Revenue</b>					
3. User Charges	10,000	6,350	50,000	40,000	400.00%
4. Licenses, Permits and Rents	76,986	91,952	84,100	7,114	9.24%
5. Government Grants	558,412	477,818	569,580	11,168	2.00%
6. Grants from Other Municipalities	529,919	0	529,919	0	0.00%
7. Other	0	117,566	0	0	0.00%
8. Transfer from Reserve	2,587,000	2,714,635	4,630,000	2,043,000	78.97%
<b>Total Revenue</b>	<b>3,762,317</b>	<b>3,408,321</b>	<b>5,863,599</b>	<b>2,101,282</b>	<b>55.85%</b>
<b>9. Expense</b>					
10. Remuneration	1,382,038	1,140,492	1,294,616	-87,422	-6.33%
11. Benefits	489,199	584,138	458,621	-30,578	-6.25%
12. Inter Departmental Transfer	-907,250	-643,206	-975,571	-68,321	7.53%
13. Memberships, Training and Travel	42,500	10,299	42,191	-309	-0.73%
14. Communications	54,003	37,949	53,935	-68	-0.13%
15. Professional and Consulting Fees	39,850	6,686	40,655	805	2.02%
16. Roads Operations * (see details below)	2,814,716	2,294,929	2,874,616	59,900	2.13%
17. Transfer to Capital	7,062,000	7,228,699	8,960,000	1,898,000	26.88%
18. Transfer to Reserves	510,000	774,871	575,000	65,000	12.75%
<b>Total Expense</b>	<b>11,487,056</b>	<b>11,434,856</b>	<b>13,324,063</b>	<b>1,837,007</b>	<b>15.99%</b>
<b>20. TOTAL ROADS</b>	<b>7,724,739</b>	<b>8,026,535</b>	<b>7,460,464</b>	<b>-264,275</b>	<b>-3.42%</b>
<b>21. WINTER CONTROL</b>					
<b>22. Expense</b>					
23. Remuneration	445,292	235,963	488,823	43,531	9.78%
24. Benefits	140,683	0	164,159	23,476	16.69%
25. Inter Departmental Transfer	525,909	400,566	603,540	77,631	14.76%
26. Winter Control Operations	1,186,194	841,241	1,219,908	33,714	2.84%
27. Transfer to Capital	0	0	0	0	0.00%
<b>Total Expense</b>	<b>2,298,078</b>	<b>1,477,770</b>	<b>2,476,430</b>	<b>178,352</b>	<b>7.76%</b>
<b>29. TOTAL WINTER CONTROL</b>	<b>2,298,078</b>	<b>1,477,770</b>	<b>2,476,430</b>	<b>178,352</b>	<b>7.76%</b>
<b>30. Total Transportation Services</b>	<b>10,022,817</b>	<b>9,504,305</b>	<b>9,936,894</b>	<b>-85,923</b>	<b>-0.86%</b>

	YTD Actual			2020-2021 Budget	
	2020 Budget	11-Dec-20	2021 Budget	Variance	
	\$	\$	\$	\$	%
<b>31. *Roads Operations Breakdown (line 16)</b>					
32. Maintenance - Structures	22,283	15,529	22,909	626	2.81%
33. Roadside Maintenance	494,800	454,692	504,720	9,920	2.00%
34. Hardtop Maintenance	355,100	310,792	362,215	7,115	2.00%
35. Loose Top Maintenance	272,600	346,575	278,060	5,460	2.00%
36. Safety Devices	324,925	263,097	331,455	6,530	2.01%
37. Street Lights	42,540	36,633	42,750	210	0.49%
38. Overhead	1,302,468	867,611	1,332,507	30,039	2.31%
<b>39. TOTAL ROADS MAINTENANCE</b>	<b>2,814,716</b>	<b>2,294,929</b>	<b>2,874,616</b>	<b>59,900</b>	<b>2.13%</b>

**Explanation of Significant Variances**

Line 3	Developer Contribution - Capital
Line 4	Aggregate Licensing
Line 5	OCIF Estimate - announcement pending
Line 29	3 year average + 2%
Line 10-12	Reallocation based on 3 year average with line 23-25 and Env Serv line 27-29
Line 23-24	Winter Control Operations - Arterial
Line 26	Winter Control arterial contracts - standby

## TOWNSHIP OF SOUTH FRONTENAC 2021 Draft Budget - December 15, 2020

Environmental Services Detail		Actuals			2020-2021 Budget	
		2020 Budget	11-Dec-20	2021 Budget	Variance	
		\$	\$	\$	\$	%
1.	<b>WATER SYSTEM</b>					
2.	<b>Revenue</b>					
3.	User Charges	385,300	262,083	392,950	7,650	1.99%
4.	Licenses, Permits and Rents	2,400	2,400	2,400	0	0.00%
5.	Government Grants	0	0	0	0	0.00%
6.	Other	0	0	0	0	0.00%
7.	Transfer from Reserves	50,000	0	0	-50,000	-100.00%
8.	<b>Total Revenue</b>	<b>437,700</b>	<b>264,483</b>	<b>395,350</b>	<b>-42,350</b>	<b>-9.68%</b>
9.	<b>Expense</b>					
10.	Remuneration	3,100	445	3,100	0	0.00%
11.	Inter Departmental Transfer	485	0	600	115	23.70%
12.	Communications	5,376	3,766	5,376	0	0.00%
13.	Professional and Consulting Fees	193,800	55,021	165,856	-27,944	-14.42%
14.	Water System Operations	84,293	67,566	81,491	-2,802	-3.32%
15.	Transfer to Reserves	100,646	0	138,927	38,281	38.04%
16.	Transfer to Capital	50,001	2,168	0	-50,001	-100.00%
17.	<b>Total Expense</b>	<b>437,701</b>	<b>128,966</b>	<b>395,350</b>	<b>7,650</b>	<b>1.75%</b>
18.	<b>TOTAL WATER SYSTEM</b>	<b>1</b>	<b>-135,517</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
19.	<b>SOLID WASTE AND FACILITIES MANAGEMENT</b>					
20.	<b>Revenue</b>					
21.	User Charges	362,700	342,346	380,574	17,874	4.93%
22.	Government Grants	214,507	124,290	222,244	7,737	3.61%
23.	Other	0	0	0	0	0.00%
24.	Transfer from Reserves	28,500	7,265	0	-28,500	-100.00%
25.	<b>Total Revenue</b>	<b>605,707</b>	<b>473,901</b>	<b>602,818</b>	<b>-2,889</b>	<b>-0.48%</b>
26.	<b>Expense</b>					
27.	Remuneration	300,426	373,182	336,694	36,269	12.07%
28.	Benefits	98,085	97,655	113,854	15,769	16.08%
29.	Inter Departmental Transfer	52,890	131,020	67,600	14,710	27.81%
30.	Memberships, Training and Travel	2,200	2,997	2,198	-2	-0.09%
31.	Communications	22,815	8,068	20,637	-2,178	-9.55%
32.	Professional and Consulting Fees	99,890	73,515	101,890	2,000	2.00%
33.	Solid Waste Management Operations	1,905,156	1,620,744	2,118,479	213,324	11.20%
34.	Transfer to Capital	28,500	9,287	0	-28,500	-100.00%
35.	Transfer to Reserves	40,000	121,288	40,000	0	0.00%
36.	<b>Total Expense</b>	<b>2,549,962</b>	<b>2,437,755</b>	<b>2,801,353</b>	<b>251,391</b>	<b>9.86%</b>
37.	<b>TOTAL SOLID WASTE MANAGEMENT</b>	<b>1,944,255</b>	<b>1,963,854</b>	<b>2,198,535</b>	<b>254,279</b>	<b>13.08%</b>
38.	<b>Total Environmental Services</b>	<b>1,944,256</b>	<b>1,828,337</b>	<b>2,198,535</b>	<b>254,279</b>	<b>13.08%</b>

### Explanation of Significant Variances

Line 13	Legal Fees
Line 21	Tipping Fees and Garbage Tag Sales
Line 22	Recycling Funding
Line 27-29	Reallocation based on 3 year average with line 23-25 and Env Serv line 27-29, Facilities Operator/Rink Attendant, Facilities and Solid Waste Operator converted to Leadhand
Line 29	Garbage, Recycling and Household Hazardous Waste contracts

**TOWNSHIP OF SOUTH FRONTENAC**  
**2021 Draft Budget - December 15, 2020**

Parks, Recreation and Cemeteries Detail		Actuals			2020-2021 Budget	
		2020 Budget	11-Dec-20	2021 Budget	Variance	
		\$	\$	\$	\$	%
1.	<b>PARKS AND RECREATION PROGRAMS</b>					
2.	<b>Revenue</b>					
3.	User Charges	56,800	0	56,800	0	0.00%
4.	Government Grants	8,000	0	8,000	0	0.00%
5.	Donations	6,000	0	6,000	0	0.00%
6.	Other	5,219	0	2,445	-2,774	-53.15%
7.	Transfers From Reserves/Reserve Funds	135,000	6,665	5,000	-130,000	-96.30%
8.	<b>Total Revenue</b>	<b>211,019</b>	<b>6,665</b>	<b>78,245</b>	<b>-132,774</b>	<b>-62.92%</b>
9.	<b>Expense</b>					
10.	Remuneration	197,741	76,871	220,034	22,292	11.27%
11.	Benefits	41,524	38,930	43,484	1,960	4.72%
12.	Inter Departmental Transfer	5,982	1,324	2,200	-3,782	-63.22%
13.	Memberships, Training and Travel	11,540	7,975	14,350	2,810	24.35%
14.	Communications	16,484	12,892	15,390	-1,094	-6.64%
15.	Professional and Consulting Fees	100	0	105	5	0.00%
16.	Parks and Recreation Programs - Operations	84,830	40,592	91,929	7,099	8.37%
17.	Grants	0	0	0	0	0.00%
18.	Transfer to Capital	135,000	6,665	0	-135,000	-100.00%
19.	Transfer to Reserves	0	0	0	0	0.00%
20.	<b>Total Expense</b>	<b>493,202</b>	<b>185,250</b>	<b>387,492</b>	<b>-105,710</b>	<b>-21.43%</b>
21.	<b>TOTAL PARKS AND RECREATION PROGRAMS</b>	<b>282,183</b>	<b>178,585</b>	<b>309,247</b>	<b>27,064</b>	<b>9.59%</b>
22.	<b>PARKS AND RECREATION FACILITIES</b>					
23.	<b>BUILDINGS</b>					
24.	<b>Revenue</b>					
25.	User Charges	1,000	0	1,000	0	0.00%
26.	Licenses, Permits and Rents	15,200	1,230	12,700	-2,500	-16.45%
27.	Government Grants	0	0	0	0	0.00%
28.	Grants from Other Municipalities	0	0	0	0	0.00%
29.	Donations/Contributions	0	17,000	10,000	10,000	100.00%
30.	Transfer from Reserves	62,000	328,822	706,443	644,443	1039.42%
31.	<b>Total Revenue</b>	<b>78,200</b>	<b>347,052</b>	<b>730,143</b>	<b>651,943</b>	<b>833.69%</b>
32.	<b>Expense</b>					
33.	Remuneration	5,337	11,767	6,283	946	17.72%
34.	Benefits	3,941	0	4,837	896	22.73%
35.	Inter Departmental Transfer	7,942	6,569	8,100	158	1.99%
36.	Communications	826	739	835	9	1.09%
37.	Professional and Consulting Fees	4,500	7,461	5,090	590	13.11%
38.	Building Operations	192,534	111,125	195,609	3,075	1.60%
39.	Transfer to Capital	62,000	329,191	716,443	654,443	1055.55%
40.	<b>Total Expense</b>	<b>277,080</b>	<b>466,853</b>	<b>937,196</b>	<b>660,116</b>	<b>238.24%</b>
41.	<b>TOTAL BUILDINGS</b>	<b>198,880</b>	<b>119,801</b>	<b>207,053</b>	<b>8,173</b>	<b>4.11%</b>

## TOWNSHIP OF SOUTH FRONTENAC 2021 Draft Budget - December 15, 2020

Parks, Recreation and Cemeteries Detail		Actuals			2020-2021 Budget	
		2020 Budget	11-Dec-20	2021 Budget	Variance	
		\$	\$	\$	\$	%
42.	<b>PARKS</b>					
43.	<b>Revenue</b>					
44.	User Charges	2,000	100	2,000	0	0.00%
45.	Licenses, Permits and Rents	750	50	0	-750	-100.00%
46.	Government Grants	0	0	0	0	0.00%
47.	Donations/Contributions	0	48,410	0	0	0.00%
48.	Other	0	0	0	0	0.00%
49.	Transfer from Reserves	275,000	194,475	100,000	-175,000	-63.64%
50.	<b>Total Revenue</b>	<b>277,750</b>	<b>243,035</b>	<b>102,000</b>	<b>-175,750</b>	<b>-63.28%</b>
51.	<b>Expense</b>					
52.	Remuneration	16,805	27,655	17,073	268	1.60%
53.	Benefits	3,306	1,249	4,830	1,524	46.08%
54.	Inter Departmental Transfer	29,548	31,501	26,400	-3,148	-10.65%
55.	Professional and Consulting Fees	3,750	1,105	3,825	75	2.00%
56.	Parks Operations	128,721	78,752	128,601	-120	-0.09%
57.	Transfer to Capital	275,000	239,168	100,000	-175,000	-63.64%
58.	<b>Total Expense</b>	<b>457,130</b>	<b>379,430</b>	<b>280,729</b>	<b>-176,401</b>	<b>-38.59%</b>
59.	<b>TOTAL PARKS</b>	<b>179,380</b>	<b>136,395</b>	<b>178,729</b>	<b>-651</b>	<b>-0.36%</b>
60.	<b>ARENA</b>					
61.	<b>Revenue</b>					
62.	User Charges	0	0	0	0	0.00%
63.	Transfer from Reserves	28,049	0	0	-28,049	-100.00%
64.	<b>Total Revenue</b>	<b>28,049</b>	<b>0</b>	<b>0</b>	<b>-28,049</b>	<b>-100.00%</b>
65.	<b>Expense</b>					
66.	Remuneration	750	150	750	0	0.00%
67.	Transfer to Others	117,762	75,091	75,981	-41,781	-35.48%
68.	Transfer to Reserves	0	0	0	0	0.00%
69.	<b>Total Expense</b>	<b>118,512</b>	<b>75,241</b>	<b>76,731</b>	<b>-41,781</b>	<b>-35.25%</b>
70.	<b>TOTAL ARENA</b>	<b>90,463</b>	<b>75,241</b>	<b>76,731</b>	<b>-13,732</b>	<b>-15.18%</b>
71.	<b>TOTAL PARKS AND RECREATION FACILITIES</b>	<b>468,723</b>	<b>331,437</b>	<b>462,513</b>	<b>-6,210</b>	<b>-1.32%</b>
72.	<b>TOTAL PARKS AND RECREATION</b>	<b>750,906</b>	<b>510,022</b>	<b>771,760</b>	<b>20,854</b>	<b>2.78%</b>
73.	<b>CEMETERIES</b>					
74.	<b>Revenue</b>					
75.	User Charges	39,000	33,889	40,000	1,000	2.56%
76.	Investment Income	7,500	12,458	14,000	6,500	86.67%
77.	Donations	0	0	0	0	100.00%
78.	Transfer From Reserves	0	0	0	0	100.00%
79.	<b>Total Revenue</b>	<b>46,500</b>	<b>46,346</b>	<b>54,000</b>	<b>7,500</b>	<b>16.13%</b>
80.	<b>Expense</b>					
81.	Cemetery Operations	70,437	73,516	70,681	244	0.35%
82.	Transfer to Capital	0	0	0	0	100.00%
83.	Transfer to Reserves	0	0	0	0	100.00%
84.	<b>Total Expense</b>	<b>70,437</b>	<b>73,516</b>	<b>70,681</b>	<b>244</b>	<b>0.35%</b>
85.	<b>TOTAL CEMETERIES</b>	<b>23,937</b>	<b>27,169</b>	<b>16,681</b>	<b>-7,256</b>	<b>-30.31%</b>
86.	<b>Total Parks, Recreation and Cemeteries</b>	<b>774,843</b>	<b>537,191</b>	<b>788,441</b>	<b>13,598</b>	<b>1.75%</b>

### Explanation of Significant Variances

Line 10/11	Annualize Program, Events & Education Coordinator
Line 16	Insurance
Line 70	Arena - operating and minor capital levy

**TOWNSHIP OF SOUTH FRONTENAC**  
**2021 Draft Budget - December 15, 2020**

15

<b>Development Services</b>		Actuals			2020-2021 Budget	
		2020 Budget	11-Dec-20	2021 Budget	Variance	
		\$	\$	\$	\$	%
1.	<b>Development Services</b>					
2.	<b>Revenue</b>					
3.	User Charges	126,500	124,974	130,000	3,500	2.77%
4.	Government Grants	0	0	0	0	0.00%
5.	Grants from Other Municipalities	0	0	25,000	25,000	100.00%
6.	Transfer from Reserves	155,000	9,669	120,000	-35,000	-22.58%
7.	<b>Total Revenue</b>	<b>281,500</b>	<b>134,643</b>	<b>250,000</b>	<b>-31,500</b>	<b>-11.19%</b>
8.	<b>Expense</b>					
9.	Remuneration	311,654	259,559	323,267	11,613	3.73%
10.	Benefits	101,588	82,821	108,177	6,589	6.49%
11.	Inter Departmental Transfer	0	0	0	0	0.00%
12.	Memberships, Training and Travel	25,200	8,990	25,600	400	1.59%
13.	Communications	7,509	6,512	6,940	-569	-7.58%
14.	Professional and Consulting Fees	43,000	73,104	37,000	-6,000	-13.95%
15.	Planning Operations	56,479	38,306	51,358	-5,121	-9.07%
16.	Transfer to Capital	155,000	9,669	145,000	-10,000	-6.45%
17.	Transfer to Reserves	0	0	0	0	0.00%
18.	<b>Total Expense</b>	<b>700,430</b>	<b>478,962</b>	<b>697,342</b>	<b>-3,088</b>	<b>-0.44%</b>
19.	<b>TOTAL Planning and Development</b>	<b>418,930</b>	<b>344,319</b>	<b>447,342</b>	<b>28,412</b>	<b>6.78%</b>

**Explanation of Significant Variances**

Line 9-10	Annualize Senior Planner
Line 14	Legal Fees
Line 15	Capital Equipment - one time in 2020

RESERVES & RESERVE FUNDS FORECAST - 2021 Budget- DRAFT							20
	BALANCE BEGINNING OF YEAR	CONTRIBUTION				BALANCE END OF YEAR	
		FROM		TO			
		TAXATION BDGTD	OTHER REVENUES	REVENUE FUND	CAPITAL FUND		
<b>RESERVE</b>							
<b>Fiscal</b>							
Working Funds	5,584,916	473,320		390,000	410,043	5,258,193	
<b>Equipment and Infrastructure</b>							
<b>General</b>							
Asset Investment Reserve	4,222,279	1,683,922			3,210,000	2,696,201	
Infrastructure	2,306,108	275,000			604,000	1,977,108	
SCBA - Fire	0					0	
<b>Vertical</b>							
Facilities/Property	719,974	312,844			902,000	130,818	
Recreation	12,813					12,813	
<b>Rolling</b>							
Capital - Building Department	50,125	40,000				90,125	
Capital - Fire Department	823,433	419,110			645,500	597,043	
Capital - Roads Department	937,810	575,000			825,000	687,810	
Capital - Solid Waste Dept	0					0	
<b>Linear</b>							
Cemetery Lot Addition	43,538					43,538	
Roads - Const/Imp	0					0	
<b>Stabilization</b>							
Planning	66,784					66,784	
Policing Costs	683,249			35,000		648,249	
Recycling	273,641					273,641	
Revenue-Severance Appl.	20,000					20,000	
Winter Control - Roads Dept.	0					0	
Wages-Fire Department	133,693					133,693	
Building Department	898,084	57,588			83,200	872,472	
Water Reserve Fund	984,744	138,927				1,123,671	
<i>Sub-total</i>	<i>17,761,192</i>	<i>3,975,711</i>	<i>0</i>	<i>425,000</i>	<i>6,679,743</i>	<i>14,632,160</i>	
<b>OBLIGATORY RESERVE FUNDS</b>							
5% Parkland	19,332		167,000		150,000	36,332	
Development Charges	2,626,774		741,632		1,225,000	2,143,406	
Environmental Enhancement	144,169					144,169	
Federal Gas Tax	746,590	565,649			817,000	495,239	
Subdivider Contributions	37,171					37,171	
Cannabis Legalization Fund-OCLIF	37,109					37,109	
<i>Sub-total</i>	<i>3,611,144</i>	<i>565,649</i>	<i>908,632</i>	<i>0</i>	<i>2,192,000</i>	<i>2,893,425</i>	
<b>RESERVE FUNDS &amp; TRUSTS</b>							
Election	56,739	25,000				81,739	
Highway #38 Reconstruction	844,248		5,000			849,248	
Landfill Closure	470,157	40,000	10,250			520,407	
<b>Trusts</b>							
Fire Donations	20,852		2,600			23,452	
Portland Historical	14,976		100			15,076	
Grant Memorial	26,756		350			27,106	
OHRP	4,268					4,268	
Cemetery - PC	512,901					512,901	
Cemetery M. Burns Trust	25,000					25,000	
Cemetery - Monument PC	68,108					68,108	
Cemetery - Monument PC Inc	25,878					25,878	
<i>Sub-total</i>	<i>2,069,884</i>	<i>65,000</i>	<i>18,300</i>	<i>0</i>	<i>0</i>	<i>2,153,184</i>	
<b>TOTAL</b>	<b>23,442,220</b>	<b>4,606,360</b>	<b>926,932</b>	<b>425,000</b>	<b>8,871,743</b>	<b>19,678,769</b>	

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Council Chambers Furniture Upgrades**

Type of Project: **Other Capital**

Project Number: **21-34**

Basis for Activity: **Other**

Department: **CAO/Clerk**

Relationship to Strategic Plan: **N/A**

Description: **New modular boardroom tables (staff/meetings) Includes Council configuration with revised COVID-19 setup/spacing  
New ergonomic chairs x 4  
(4 x \$250, 14 x Tables \$1,000)**

Rationale: **Recognize growing use of Council Chambers as alternative meeting space due to size-related capacity issues of other spaces as a result of covid; provides flexible meeting/board table configuration and staff table configuration for Council meetings.**

Staff Contact: Neil Carbone, CAO

## Project Finances

Operating Impacts: Budget Year(s)      Exp/(Rev)      FTE

Explanation:

Current (2021) Year Cost: \$15,000  
 Prior Expensed to Date: \$0  
 Total Project Cost: \$15,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	15,000	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Working Fund Reserve	-	7,500	-	-	-	-
User Fees	-	-	-	-	-	-
Taxation	-	7,500	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Verona Seniors Housing Master Plan**

Type of Project: **Plans/Studies**

Project Number: **21-35**

Basis for Activity: **Growth Related**

Department: **CAO/Clerk**

Relationship to Strategic Plan: **Priority #4 - Be a catalyst for the creation of vibrant, complete communities**

Description: Initial planning exercise for the Verona seniors affordable housing property and surrounding lands. Addresses high level land uses. Involves a degree of community consultation and other plan/document review by a planning consultant.

Rationale: A master plan is required to ensure that the seniors affordable housing development and related works in Verona are compatible with the surrounding lands and uses, including consideration of traffic patterns, ingress/egress, parking, pedestrian flows, trail connections, etc.

Staff Contact: Neil Carbone, CAO

## Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

Explanation:

Current (2021) Year Cost: \$25,000

Prior Expensed to Date: \$0

Total Project Cost: \$25,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	-	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Design/Consulting	-	25,000	-	-	-	-
	-	-	-	-	-	-
Funding Source(s)						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Reserves 1	-	-	-	-	-	-
Development Charges	-	25,000	-	-	-	-
Taxation	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Planning/Building Software & Support**

Type of Project: **Other Capital**

Project Number: **20-07**

Basis for Activity: **Service Level Change**

Department: **Development Services**

Relationship to Strategic Plan:

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

Description: Continuation of 2020 initiative; these 2021 costs include second year of Project Coordinator (2 year contract)

Rationale: Improves permitting timeframes and ease of communicating with builders and between planning and building staff to reduce timeframe required to get idea from concept to construction; 72% funding by two grant programs; bulk of project approved in 2020 and work underway.

Staff Contact: Claire Dodds, DIRECTOR DEVELOPMENT SERVICES

## Project Finances

Operating Impacts:	Budget Year(s)	Exp/(Rev)	FTE
	<b>2021</b>	<b>\$17,904</b>	

Explanation: Annual licensing fees result from this software implementation; Project Coordinator position funded through capital, not operating; portion of annual licensing fees offset by Building fees.

Current (2021) Year Cost: \$65,000

Prior Expensed to Date: \$279,050

Total Project Cost: \$344,050

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	241,050	-	-	-	-	-
Design	-	-	-	-	-	-
Other	38,000	65,000	-	-	-	-
Consulting	-	-	-	-	-	-
	-	-	-	-	-	-
Funding Source(s)						
Government Funding	200,916	46,800	-	-	-	-
Donations	-	-	-	-	-	-
Building Reserve	78,134	18,200	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Large Format Scanner**

Type of Project: **Equipment**

Project Number: **21-15**

Basis for Activity: **Growth Related**

Department: **Development Services**

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

Description: Scanner that allows for scanning of larger plans/drawings, to digitize files as they are submitted with new applications + to digitize existing hard copy documents from multiple departments.

Rationale: Delivery of planning/building services becoming more electronic-based with a requirement to share documents digitally. Digital documents (e.g. Subdivision Plans, building permit drawings, etc.) speeds up the review and approval process and timelines; digitization also frees up storage space in multiple facilities where capacity is severely limited; contracting out this service on a one-time basis would be an equivalent cost.

Staff Contact: Claire Dodds, DIRECTOR DEVELOPMENT SERVICES

## Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

**2021**

Explanation: Existing summer student hires would perform regular digitizing/uploading of files.

Current (2021) Year Cost: \$15,000

Prior Expensed to Date: \$0

Total Project Cost: \$15,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	15,000	-	-	-	-
Design	-	-	-	-	-	-
Other	-	-	-	-	-	-
Consulting	-	-	-	-	-	-
Funding Source(s)						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Building Reserve	-	15,000	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Inspection Truck**

Type of Project: **Fleet**

Project Number: **21-34**

Basis for Activity: **Growth Related**

Department: **Development Services**

Relationship to Strategic Plan: **Priority #1 - Position South Frontenac as a Regional Leader**

Inspection Truck - SUV for the Part 8 Specialist

Rationale: Equipment is required for staff providing Part 8 services to other lower tier municipalities.  
Cost is recouped through fees for Part 8 permits, etc issues for other lower tiers.

Staff Contact: Claire Dodds, DIRECTOR DEVELOPMENT SERVICES

## Project Finances

Operating Impacts:	Budget Year(s)	Exp/(Rev)	FTE
	<b>2021</b>	<b>\$2,500</b>	

Explanation: Yearly maintenance and fuel costs

Current (2021) Year Cost: \$50,000  
 Prior Expensed to Date: \$0  
 Total Project Cost: \$50,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	50,000	-	-	-	-
Design	-	-	-	-	-	-
Other	-	-	-	-	-	-
Consulting	-	-	-	-	-	-
Funding Source(s)						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Reserves 1	-	-	-	-	-	-
Building Reserve	-	50,000	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Station 4 Tanker**

Type of Project: **Fleet**

Project Number: **21-02**

Basis for Activity: **Asset Renewal**

Department: **SFFR**

Relationship to Strategic Plan:

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

Description: 2500 gal tanker with pump;  
Will result in sale of existing 1500 gal tanker through GovDeals  
(Revenue allocated back into Fire Fleet reserve)

Rationale: Scheduled replacement in fleet asset mgmt plan; Typical one year delivery after commitment to purchase; Will assist with upcoming 2022 Water Shuttle Accreditation.  
**Re: Lane Access:** Since pumpers are largest apparatus in the fleet (served by the tankers), their size determines which lanes/how far they can access - so a longer wheelbase tanker has no impact on fire fighting ability down private lanes. Further, conversion to 2500 gal improves capacity where they are used, and makes the tanker consistent with others in the fleet for maintenance purposes.

Staff Contact: Darcy Knott, DIRECTOR EMERGENCY SERVICES/CEMC FIRE CHIEF

## Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

Explanation:

Current (2021) Year Cost: \$425,000

Prior Expensed to Date: \$0

Total Project Cost: \$425,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	425,000	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Fire Equipment Reserve	-	425,000	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Rapid Response Unit (3/4 Ton Pickups) x 5**      Type of Project: **Fleet**

Project Number: **21-03**      Basis for Activity: **Service Level Change**

Department: **SFFR**      Relationship to Strategic Plan: **Priority #3 - Ensure the organizational capacity to deliver cost-effective services in a changing world**

Description: **5 x 3/4 pickup trucks outfitted with enclosed rear cap with rollout tray; Acquisition over two (2) years; Allows for equipment/PPE/clothing isolation; Disposal of 3 x squads over 2 years (est. proceeds of \$75,000 back to Fire Equipment Reserve)**

Rationale: **Newly supported asset management plan (Council Sept 2020); conversion of squads to rapid response units for improved access, efficiency and reduced replacement cost; Improved medical call response; Supports MOL 'clean cab' directive.**

Staff Contact: Darcy Knott, DIRECTOR EMERGENCY SERVICES/CEMC FIRE CHIEF

## Project Finances

Operating Impacts:      Budget Year(s)      Exp/(Rev)      FTE

**2021**

Explanation: **Reduced maintenance cost for pumpers (fewer responses); reduced maintenance on pickups over squads; fuel savings**

**Current (2021) Year Cost:      \$150,000**

**Prior Expensed to Date:      \$0**

**Total Project Cost:      \$375,000**

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	150,000	225,000	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Fire Equipment Reserve	-	150,000	225,000	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Mechanical/Support Vehicle**

Type of Project: **Fleet**

Project Number: **21-04**

Basis for Activity: **Service Level Change**

Department: **SFFR**

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

Description: To be located at Station 6;  
Transit-style van unit; internal stand-up work bench provides on-site testing of equipment

Rationale: Newly supported asset management plan (Council Sept 2020); conversion of squads to RR Units and new Mechanical/Support vehicle; consolidates certain squad uses; eliminates transportation and staff costs

Staff Contact: Darcy Knott, DIRECTOR EMERGENCY SERVICES/CEMC FIRE CHIEF

## Project Finances

Operating Impacts:	Budget Year(s)	Exp/(Rev)	FTE
	2021	\$1,500	

Explanation: New vehicle creates added maintenance costs

Current (2021) Year Cost: \$80,000

Prior Expensed to Date: \$0

Total Project Cost: \$80,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	80,000	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Proceeds from Trade-in	-	52,500	-	-	-	-
Donations	-	-	-	-	-	-
Fire Equipment Reserve	-	27,500	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

**SOUTH FRONTENAC Capital Project Detail Sheet**



**Project Information**

Project Name: **Mechanical/Support Vehicle**

Type of Project: **Fleet**

Project Number: **21-04**

Basis for Activity: **Service Level Change**

Department: **SFFR**

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

Staff Contact: Darcy Knott, DIRECTOR EMERGENCY SERVICES/CEMC FIRE CHIEF

**Additional Information**

Project budget breakdown			
<b>Purchase:</b>	Sprinter-Style Van	\$	40,000
	Compressor System & cylinders	\$	20,000
	Steel/Structure for bench/shelving	\$	20,000
	<b>Total</b>	<b>\$</b>	<b>80,000</b>
<b>Funding:</b>	Estimated Trade-in (Squad)	-\$	52,500
	Funded from Reserves		27,500
<b>Operating:</b>	Better fuel efficiency than squad Lower maintenance costs		

Alternative Scenario - Use Existing squad			
<b>Retrofit of Squad (2010):</b>	Compressor System & cylinders	\$	20,000
	Steel/Structure for bench/shelving	\$	20,000
	<b>Total</b>	<b>\$</b>	<b>40,000</b>
<b>Funding:</b>	Funded from Reserves		40,000
<p><b>*if Squad is kept for another 10 years, estimated trade-in is \$5,000</b> 50% of cost is associated with configuration/outfitting of equipment, and squad will lose value over time, so purchase of van now with squad trade-in is most cost effective.</p>			

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Volunteer Firefighter Recruitment x 20**

Type of Project: **Other Capital**

Project Number: **21-05**

Basis for Activity: **Other**

Department: **SFFR**

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

Description: Covers all recruitment costs including: Bunker Gear / Helmets / Gloves / Balaclava / Pager / Boots / Uniform / SCBA Mask / OFMEM Certification, testing, training; Training program delivered in-house; increased cost from initial Long Range Plan estimate of \$85,000 (equipment cost inflation)

Rationale: Anticipated in Long Range Financial Plan; Fire Underwriters recommend SFFR VFF complement 25 VFFs per station (~200); Current force of ~108; bi-annual recruitment campaign intended to bolster ranks and replace retirees/resignations

Staff Contact: Darcy Knott, DIRECTOR EMERGENCY SERVICES/CEMC FIRE CHIEF

## Project Finances

Operating Impacts:	Budget Year(s)	Exp/(Rev)	FTE
	2022	\$46,000	

Explanation: Average annual VFF pay of \$4,600 x net complement increase of 10 VFFs in 2022 onwards

Current (2021) Year Cost: \$114,500  
 Prior Expensed to Date: \$0  
 Total Project Cost: \$114,500

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	-	-	-	-	-
Design	-	-	-	-	-	-
Training	-	14,000	-	-	-	-
Equipment	-	100,500	-	-	-	-
	-	-	-	-	-	-
Funding Source(s)						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Working Funds Reserve	-	114,500	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Handheld Radios x 36**

Type of Project: **Equipment**

Project Number: **21-06**

Basis for Activity: **Asset Renewal**

Department: **SFFR**

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

Description: \$600/unit; Will work along with new in-vehicle repeaters for improved communications

Rationale: All 8 Stations have insufficient # of functioning radios; Essential to on-scene communications and health & safety of SFFR personnel; Allows for continued use of current analogue technology w/o need for digital upgrade at high cost

Staff Contact: Darcy Knott, DIRECTOR EMERGENCY SERVICES/CEMC FIRE CHIEF

## Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

Explanation:

Current (2021) Year Cost: \$21,600  
 Prior Expensed to Date: \$0  
 Total Project Cost: \$21,600

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	21,600	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Taxation	-	21,600	-	-	-	-
Reserves 1	-	-	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Extractor/Dryer - Station 4 Hartington**

Type of Project: **Equipment**

Project Number: **21-07**

Basis for Activity: **Other**

Department: **SFFR**

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

Description: Provides cleaning/drying of VFF bunker gear; removes harmful exposures; Includes cost of units and installation

Rationale: Only current unit is at Station 6 / MOL is focusing on Firefighter Cancer Prevention; Allows SFFR to meet 2nd extraction cleaning standard set by NFPA; Improved geographic coverage for cleaning; H&S of SFFR Personnel

Staff Contact: Darcy Knott, DIRECTOR EMERGENCY SERVICES/CEMC FIRE CHIEF

## Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

Explanation:

Current (2021) Year Cost: \$55,000

Prior Expensed to Date: \$0

Total Project Cost: \$55,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	55,000	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Infrastructure Reserve	-	55,000	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Bunker Gear Replacement x 10 suits**

Type of Project: **Equipment**

Project Number: **21-08**

Basis for Activity: **Asset Renewal**

Department: **SFFR**

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

Description: 10 replacement suits for VFFs

Rationale: Part of annual replacement schedule / 10 year lifespan as per NFPA 1851

Staff Contact: Darcy Knott, DIRECTOR EMERGENCY SERVICES/CEMC FIRE CHIEF

## Project Finances

Operating Impacts: Budget Year(s)      Exp/(Rev)      FTE

Explanation:

Current (2021) Year Cost: \$25,000  
 Prior Expensed to Date: \$0  
 Total Project Cost: \$25,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	25,000	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Fire Equipment Reserve	-	25,000	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Hoses and Appliances**

Type of Project: **Equipment**

Project Number: **21-09**

Basis for Activity: **Asset Renewal**

Department: **SFFR**

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

Description: **Hose replacements of various types (400'/pumper of 1.5")(800' of 2.5")(adapters/nozzles, couplings, etc.)**

Rationale: **Annual and ongoing replacement cycle**

Staff Contact: **Darcy Knott, DIRECTOR EMERGENCY SERVICES/CEMC FIRE CHIEF**

## Project Finances

Operating Impacts: Budget Year(s)      Exp/(Rev)      FTE

Explanation:

**Current (2021) Year Cost:**      \$18,000  
**Prior Expensed to Date:**      \$0  
**Total Project Cost:**      \$18,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	18,000	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Fire Equipment Reserve	-	18,000	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Wildland Firefighting Suits x 100**

Type of Project: **Equipment**

Project Number: **21-10**

Basis for Activity: **Service Level Change**

Department: **SFFR**

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

Description: Wildland suits consist of fire-rated nomex coveralls; \$380/suit

Rationale: Reduce wear and cleaning requirements on Bunker Gear at wildland incidents; Reduce heat exhaustion of firefighters; H&S of SFFR personnel

Staff Contact: Darcy Knott, DIRECTOR EMERGENCY SERVICES/CEMC FIRE CHIEF

## Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

Explanation:

Current (2021) Year Cost: \$38,000  
 Prior Expensed to Date: \$0  
 Total Project Cost: \$38,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	38,000	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Taxation	-	38,000	-	-	-	-
Reserves 1	-	-	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Blowers x 8**

Type of Project: **Equipment**

Project Number: **21-11**

Basis for Activity: **Service Level Change**

Department: **SFFR**

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

Description: \$1,400/unit  
one unit per station

Rationale: Quick and easy technique for wildland fires / reduces the need for additional hose deployment

Staff Contact: Darcy Knott, DIRECTOR EMERGENCY SERVICES/CEMC FIRE CHIEF

## Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

Explanation:

Current (2021) Year Cost: \$11,200

Prior Expensed to Date: \$0

Total Project Cost: \$11,200

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	11,200	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Taxation	-	11,200	-	-	-	-
Reserves 1	-	-	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Holley Tubes x 8**

Type of Project: **Equipment**

Project Number: **21-12**

Basis for Activity: **Service Level Change**

Department: **SFFR**

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

Description: **6.5' long 8" diametre tube with 1.5" inlet to transfer water between portatanks (at water shuttle sites); \$850/unit**

Rationale: **Maximizes use of tankers during incidents; Improves efficiency and setup time for Water Shuttle Accreditation**

Staff Contact: Darcy Knott, DIRECTOR EMERGENCY SERVICES/CEMC FIRE CHIEF

## Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

Explanation:

Current (2021) Year Cost: \$6,800  
 Prior Expensed to Date: \$0  
 Total Project Cost: \$6,800

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	6,800	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Taxation	-	6,800	-	-	-	-
Reserves 1	-	-	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Accountability Equipment x 2 Units**

Type of Project: **Equipment**

Project Number: **21-13**

Basis for Activity: **Service Level Change**

Department: **SFFR**

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

Description: Accountability board system operated by accountability officer (reporting to Incident commander on-site); \$2,500/unit; allows for tracking of all responding personnel on-site

Rationale: Improve on scene accountability of firefighting personnel; health & safety measure; reduces liability exposure

Staff Contact: Darcy Knott, DIRECTOR EMERGENCY SERVICES/CEMC FIRE CHIEF

## Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

Explanation:

Current (2021) Year Cost: \$5,000  
 Prior Expensed to Date: \$0  
 Total Project Cost: \$5,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	5,000	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Taxation	-	5,000	-	-	-	-
Reserves 1	-	-	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Ice Water Rescue Suits x 6**

Type of Project: **Equipment**

Project Number: **21-14**

Basis for Activity: **Asset Renewal**

Department: **SFFR**

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

Description: \$950/suit; insulated wet suits for ice water rescues; worn by responding VFFs; not assigned to individual VFFs

Rationale: Continual need for replacement of suits that leak and are past expiry date. Cheaper to purchase new than to repair.

Staff Contact: Darcy Knott, DIRECTOR EMERGENCY SERVICES/CEMC FIRE CHIEF

## Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

Explanation:

Current (2021) Year Cost: \$5,700  
 Prior Expensed to Date: \$0  
 Total Project Cost: \$5,700

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	5,700	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Taxation	-	5,700	-	-	-	-
Reserves 1	-	-	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Tandem Dump Truck**

Type of Project: **Fleet**

Project Number: **21-18**

Basis for Activity: **Asset Renewal**

Department: **Public Services**

Relationship to Strategic Plan: **N/A**

Description: Used for plowing in winter; summer use for hauling belly dump and float trailer

Rationale: Scheduled replacement of 2004 Sterling Tandem; ~340,000 kms Part of fleet AMP

Staff Contact: Jamie Brash, FACILITIES/SOLID WASTE SUPERVISOR

## Project Finances

Operating Impacts: Budget Year(s)      Exp/(Rev)      FTE

Explanation:

Current (2021) Year Cost: \$300,000  
 Prior Expensed to Date: \$0  
 Total Project Cost: \$300,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	300,000	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
PS Equipment Reserve	-	300,000	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Half Ton Truck**

Type of Project: **Fleet**

Project Number: **21-19**

Basis for Activity: **Asset Renewal**

Department: **Public Services**

Relationship to Strategic Plan: **N/A**

Description: Used for Supervisor's assigned truck, then transition to Winter Patrol/general fleet; 8 year replacement cycle

Rationale: Scheduled replacement; 2013 Ford F150; ~270,000kms; part of fleet AMP

Staff Contact: Jamie Brash, FACILITIES/SOLID WASTE SUPERVISOR

## Project Finances

Operating Impacts: Budget Year(s)      Exp/(Rev)      FTE

Explanation:

Current (2021) Year Cost: \$40,000

Prior Expensed to Date: \$0

Total Project Cost: \$40,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	40,000	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
PS Equipment Reserve	-	40,000	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Motor Grader**

Type of Project: **Fleet**

Project Number: **21-20**

Basis for Activity: **Asset Renewal**

Department: **Public Services**

Relationship to Strategic Plan: **N/A**

Description: New motor grader; used for grading gravel roads, prep for surface treatment, occasional snow removal, grading shoulders; 20 year lifespan

Rationale: Replacing Bedford Grader (2000) Champion 740; ~13,000 hrs Scheduled replacement with fleet AMP

Staff Contact: Jamie Brash, FACILITIES/SOLID WASTE SUPERVISOR

## Project Finances

Operating Impacts: Budget Year(s)      Exp/(Rev)      FTE

Explanation:

Current (2021) Year Cost: \$450,000  
 Prior Expensed to Date: \$0  
 Total Project Cost: \$450,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	450,000	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
PS Equipment Reserve	-	450,000	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Portable Hoists x 2**

Type of Project: **Fleet**

Project Number: **21-21**

Basis for Activity: **Service Level Change**

Department: **Public Services**

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

Description: Two additional portable hoists (increase from 4 to 6 hoists)

Rationale: Cannot currently pickup Tri-axes or graders or possibility of fire trucks in future; improved mechanics efficiency (currently slide under equipment); more in-house servicing capability

Staff Contact: Jamie Brash, FACILITIES/SOLID WASTE SUPERVISOR

## Project Finances

Operating Impacts:           Budget Year(s)          Exp/(Rev)          FTE          

Explanation:

Current (2021) Year Cost: \$40,000  
 Prior Expensed to Date: \$0  
 Total Project Cost: \$40,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	40,000	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Working Funds Reserve	-	40,000	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Water Tank for Tandem**

Type of Project: **Fleet**

Project Number: **21-22**

Basis for Activity: **Asset Renewal**

Department: **Public Services**

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

Description: Used for dust suppression and road construction

Rationale: Replacing 2011 water tank; configuration to match new truck style + increased capacity

Staff Contact: Jamie Brash, FACILITIES/SOLID WASTE SUPERVISOR

## Project Finances

Operating Impacts: Budget Year(s)      Exp/(Rev)      FTE

Explanation:

Current (2021) Year Cost: \$35,000  
 Prior Expensed to Date: \$0  
 Total Project Cost: \$35,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	35,000	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
PS Equipment Reserve	-	35,000	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Tractors with mowers (2)**

Type of Project: **Fleet**

Project Number: **21-35**

Basis for Activity: **Service Level Change**

Department: **Public Services**

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

Description: **Tractors with mowers and side arm.  
Snow blower attachment to be reviewed as part of 2022 Budget**

Rationale: **Purchase of equipment in 2021 for delivery in 2022 in time for conversion of roadside mowing to an in-house service**

Staff Contact: Jamie Brash, FACILITIES/SOLID WASTE SUPERVISOR

## Project Finances

Operating Impacts:	Budget Year(s)	Exp/(Rev)	FTE
	<b>2022</b>	<b>\$42,000</b>	<b>2</b>

Explanation: **Equipment maintenance & renewal costs through chargeout rate.  
\*\* FTE and 2022 expense reflects net changes to winter control and mowing contracts as well as staff capacity**

Current (2021) Year Cost: \$460,000  
 Prior Expensed to Date: \$0  
 Total Project Cost: \$460,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	460,000	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Asset Investment Reserve	-	460,000	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Tri-axle with plow equipment**

Type of Project: **Fleet**

Project Number: **21-36**

Basis for Activity: **Service Level Change**

Department: **Public Services**

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

Description: Triaxle - winter use for winter control and summer use for hauling gravel

Rationale: Purchase of equipment in 2021 for delivery in fall of 2021 in time for conversion of arterial winter control route to in-house service.

Staff Contact: Jamie Brash, FACILITIES/SOLID WASTE SUPERVISOR

## Project Finances

Operating Impacts:	Budget Year(s)	Exp/(Rev)	FTE
	<b>2022</b>		<b>2</b>
Explanation:	Equipment maintenance & renewal costs through chargeout rate		

Current (2021) Year Cost: \$400,000  
 Prior Expensed to Date: \$0  
 Total Project Cost: \$400,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	400,000	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Asset Investment Reserve	-	400,000	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Carrying Place Road**

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

Project Number: **18-R14**

Basis for Activity: **Growth Related**

Department: **Public Services**

Relationship to Strategic Plan: **N/A**

Description: 2021: granular and DST only  
Prior years (2016): land acquisition, design, ditching, rock breaking, realignment

Rationale: Gravel Road upgrade/widening  
Growth - Cranberry Cove/Pine Point/Severances  
297 AADT

Staff Contact: Mark Segsworth, DIRECTOR PUBLIC SERVICES

## Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

2021

Explanation: Will reduce grading requirements.

Current (2021) Year Cost: \$784,800

Prior Expensed to Date: \$600,351

Total Project Cost: \$1,487,800

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase/legal	-	6,000	-	-	-	-
Contracted Services	-	230,000	-	-	-	-
Design	-	-	-	-	-	-
Construction	703,000	-	-	-	-	-
Materials	-	340,000	-	-	-	-
Wages	-	77,000	-	-	-	-
Equipment	-	61,000	-	-	-	-
Contingency	-	70,800	-	-	-	-
<b>Funding Source(s)</b>						
Developer Contribution	-	40,000	-	-	-	-
Taxation	703,000	214,881	-	-	-	-
County FGT	-	529,919	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Bunker Hill & Deyos Roads**

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

Project Number: **20-R03**

Basis for Activity: **Growth Related**

Department: **Public Services**

Relationship to Strategic Plan: **N/A**

Description: 2021: granular and DST only; steel beam  
Prior years (2018): design, ditching, rock breaking, realignment

Rationale: Completion of multi-year project  
Gravel Road upgrade/widening  
200+ AADT (general standard for upgrading gravel roads)

Staff Contact: Mark Segsworth, DIRECTOR PUBLIC SERVICES

## Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

2021

Explanation: Will reduce grading requirements.

Current (2021) Year Cost: \$1,096,800

Prior Expensed to Date: \$352,733

Total Project Cost: \$1,556,800

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Utilities	-	10,000	-	-	-	-
Contracted Services	-	375,000	-	-	-	-
Construction	460,000	-	-	-	-	-
Materials	-	475,000	-	-	-	-
Wages	-	77,000	-	-	-	-
Equipment	-	61,000	-	-	-	-
Contingency	-	98,800	-	-	-	-
Funding Source(s)						
Taxation	460,000	446,800	-	-	-	-
Federal Gas Tax (FGT)	-	200,000	-	-	-	-
Development Charge	-	200,000	-	-	-	-
Asset Investment Reserve	-	250,000	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

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

Project Number: **20-R04** Basis for Activity: **Asset Renewal**

Department: **Public Services** Relationship to Strategic Plan: **N/A**

Description: **2021: Utility relocates; continued property acquisitions ditching; culverts; granular and DST only; steel beam**  
**Prior years (2020): design, pulverize, land acquisition. 5.4 kms**  
**DST (\$225k) has been kept in 2022 for now; however, once scope/budget updated in early 2021, and/or other capital surpluses are realised, it is anticipated that DST can be included in 2021. Subject to a Council report/budget reallocation.**

Rationale: **Part of AMP; exceeded lifespan**  
**200+ AADT; bring road up to standard (design for 50km/h continuous speed); improve safety**

Staff Contact: Mark Segsworth, DIRECTOR PUBLIC SERVICES

## Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

Explanation:

Current (2021) Year Cost: \$1,128,100  
 Prior Expensed to Date: \$59,539  
 Total Project Cost: \$1,793,100

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Contracted Services		368,545	225,000			
Construction	440,000	-	-	-	-	-
Materials		360,000				
Wages	-	154,000	-	-	-	-
Equipment		143,000				
Contingency	-	102,555	-	-	-	-
Funding Source(s)						
Taxation	440,000	428,100	225,000	-	-	-
Federal Gas Tax (FGT)	-	200,000	-	-	-	-
Development Charge	-	200,000				
Asset Investment Reserve	-	300,000				

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Battersea Road**

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

Project Number: **21-R01**

Basis for Activity: **Asset Renewal**

Department: **Public Services**

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

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

Rationale: Exceeded life expectancy (2013) - road has gone to failure  
Rebuild required as per asset management plan  
Arterial Road; growth anticipated (Tourism potential - cycling)  
OC1 7.68/100 - 529 AADT - Preserve only following rebuild

Staff Contact: Mark Segsworth, DIRECTOR PUBLIC SERVICES

## Project Finances

Operating Impacts: Budget Year(s)      Exp/(Rev)      FTE

Explanation:

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

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

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Stafford Lane Culvert**

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

Project Number: **21-R02**

Basis for Activity: **Asset Renewal**

Department: **Public Services**

Relationship to Strategic Plan: **N/A**

Description: Stafford Lane Causeway - Tendered  
Culvert relining; Guiderails; bank stabilization; causeway platform widening

Rationale: OSIM recommended repair (BCI 36.1/100)  
Urgent - prevent collapse  
Only access point to Stafford and other lane residents

Staff Contact: Mark Segsworth, DIRECTOR PUBLIC SERVICES

## Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

Explanation:

Current (2021) Year Cost: \$300,000  
Prior Expensed to Date: \$0  
Total Project Cost: \$328,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	-	-	-	-	-
Design	28,000	-	-	-	-	-
Construction	-	270,000	-	-	-	-
Contract Admin	-	30,000	-	-	-	-
	-	-	-	-	-	-
Funding Source(s)						
Government Funding - OCIF	-	-	-	-	-	-
Developer Contribution	-	-	-	-	-	-
Taxation	-	300,000	-	-	-	-
Federal Gas Tax (FGT)	-	-	-	-	-	-
County FGT	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **North Shore Road Culvert**

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

Project Number: **21-R03**

Basis for Activity: **Asset Renewal**

Department: **Public Services**

Relationship to Strategic Plan: **N/A**

Description: 0.1 km East of Hewlett Packard Rd - Tendered  
Full replacement; Polymer Laminated CSP (Concrete and CSP)  
Guiderail; platform widening (8m) DST

Rationale: OSIM recommended replacement; BCI 15.4/100  
Exceeded life expectancy

Staff Contact: Mark Segsworth, DIRECTOR PUBLIC SERVICES

## Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

Explanation:

Current (2021) Year Cost: \$340,300  
Prior Expensed to Date: \$0  
Total Project Cost: \$340,300

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	-	-	-	-	-
Design	-	15,000	-	-	-	-
Construction	-	300,300	-	-	-	-
Guiderail	-	25,000	-	-	-	-
	-	-	-	-	-	-
Funding Source(s)						
Government Funding - OCIF	-	-	-	-	-	-
Developer Contribution	-	-	-	-	-	-
Taxation	-	340,300	-	-	-	-
Federal Gas Tax (FGT)	-	-	-	-	-	-
County FGT	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Microsurfacing (Sydenham Road)**

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

Project Number: **21-R04**

Basis for Activity: **Asset Renewal**

Department: **Public Services**

Relationship to Strategic Plan: **N/A**

Description: Horning to Kepler (2km) and Orser to Rutledge (5.5km)  
 Microsurfacing extent  
 Adding paved shoulders for last 350m (to Rutledge)

Rationale: Scheduled in Asset Mgmt Plan - pavement preservation  
 Extending life of asset instead of future rebuild  
 Horning to Kepler (OCI 89/100) Orser to Rutledge (70/100)  
 Complete paved shoulders

Staff Contact: Mark Segsworth, DIRECTOR PUBLIC SERVICES

## Project Finances

Operating Impacts: Budget Year(s)      Exp/(Rev)      FTE

Explanation:

Current (2021) Year Cost: \$500,000  
 Prior Expensed to Date: \$0  
 Total Project Cost: \$500,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	-	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	495,000	-	-	-	-
Contract Admin	-	5,000	-	-	-	-
	-	-	-	-	-	-
Funding Source(s)						
Government Funding - OCIF	-	-	-	-	-	-
Developer Contribution	-	-	-	-	-	-
Taxation	-	300,000	-	-	-	-
Federal Gas Tax (FGT)	-	-	-	-	-	-
Asset Investment Reserve	-	200,000	-	-	-	-



## Project Information

Project Name: **Single Surface Treatment**      Type of Project: **Linear Infrastructure (Roads & Bridges)**

Project Number: **21-R05**      Basis for Activity: **Asset Renewal**

Department: **Public Services**      Relationship to Strategic Plan: **N/A**

Description: Pavement Preservation - Single Surface Treatment/seal coats. The preliminary list one the next page has been identified as priorities, to be reassessed in the spring.      Rationale: Scheduled in Asset Mgmt Plan - pavement preservation  
Extending life of asset instead of future rebuild

Staff Contact: Mark Segsworth, DIRECTOR PUBLIC SERVICES

## Project Finances

Operating Impacts:      Budget Year(s)      Exp/(Rev)      FTE

Explanation:

Current (2021) Year Cost:      \$800,000

Prior Expensed to Date:      \$0

Total Project Cost:      \$800,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	-	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	800,000	-	-	-	-
Contract Admin	-	-	-	-	-	-
	-	-	-	-	-	-
Funding Source(s)						
Government Funding - OCIF	-	-	-	-	-	-
Developer Contribution	-	-	-	-	-	-
Taxation	-	300,000	-	-	-	-
Federal Gas Tax (FGT)	-	-	-	-	-	-
Asset Investment Reserve	-	500,000	-	-	-	-

# Capital Project Detail Sheet



## Project Information

Project Name: **Single Surface Treatment**Type of Project: **Linear Infrastructure (Roads & Bridges)**Project Number: **21-R05**Basis for Activity: **Asset Renewal**

Road	From	To	Length
Badour Road	Crow Lake Road	South End	2km
Mica Point Road	Badour Road	West End	1km
Desert Lake Road	Desert Lake Causeway	Canoe Lake Road	2km
White Lake Road	Central Frontenac Boundary	Buck Bay Road	1.5km
Bauder Road	Desert Lake Road	South End	2km
Milburn Road	Battersea Road	Wellington Street	5.5km
Bear Creek Road	Battersea Road	South End	2.8km
Washburn Road	Battersea Road	East	2.4km
Davidson Road	Holmes Road	Latimer Road	3.1km
Charlie Green Road	Norway Road	North to Little Long Lake Road	2km
Campbell Road	Stagecoach Road	Amey Road	1.5km
Morrison Road	Wilmer Road	West to End	1.5km

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Battersea Sidewalks**

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

Project Number: **21-R06**

Basis for Activity: **Growth Related**

Department: **Public Services**

Relationship to Strategic Plan: **Priority #4 - Be a catalyst for the creation of vibrant, complete communities**

Description: Continuation of existing sidewalk from Battersea Mill Street to Battersea Park

Rationale: Continuation of downtown revitalization; active transportation

Staff Contact: Mark Segsworth, DIRECTOR PUBLIC SERVICES

## Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

2021

Explanation: sidewalk plowing will be required; negligible increase, already plowing sidewalks in village

Current (2021) Year Cost: \$50,000

Prior Expensed to Date: \$0

Total Project Cost: \$250,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Utilities	-	-	-	-	-	-
Contracted Services	-	-	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	50,000	50,000	50,000	50,000	50,000
Materials	-	-	-	-	-	-
Wages	-	-	-	-	-	-
Equipment	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Funding Source(s)						
Government Funding - OCIF	-	-	-	-	-	-
Developer Contribution	-	-	-	-	-	-
Taxation	-	50,000	50,000	50,000	50,000	50,000
Federal Gas Tax (FGT)	-	-	-	-	-	-
County FGT	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Guiderail Upgrades**

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

Project Number: **21-R07**

Basis for Activity: **Growth Related**

Department: **Public Services**

Relationship to Strategic Plan: **Priority #4 - Be a catalyst for the creation of vibrant, complete communities**

Description:

Rationale:

Staff Contact: Mark Segsworth, DIRECTOR PUBLIC SERVICES

## Project Finances

Operating Impacts: 

Budget Year(s)	Exp/(Rev)	FTE
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Explanation:

Current (2021) Year Cost: \$50,000  
 Prior Expensed to Date: \$0  
 Total Project Cost: \$250,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Utilities	-	-	-	-	-	-
Contracted Services	-	-	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	50,000	50,000	50,000	50,000	50,000
Materials	-	-	-	-	-	-
Wages	-	-	-	-	-	-
Equipment	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Funding Source(s)						
Government Funding - OCIF	-	-	-	-	-	-
Developer Contribution	-	-	-	-	-	-
Taxation	-	50,000	50,000	50,000	50,000	50,000
Federal Gas Tax (FGT)	-	-	-	-	-	-
County FGT	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Streetlights**

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

Project Number: **21-R08**

Basis for Activity: **Growth Related**

Department: **Public Services**

Relationship to Strategic Plan: **Priority #4 - Be a catalyst for the creation of vibrant, complete communities**

Description:

Rationale:

Staff Contact: Mark Segsworth, DIRECTOR PUBLIC SERVICES

## Project Finances

Operating Impacts: Budget Year(s)      Exp/(Rev)      FTE

Explanation:

Current (2021) Year Cost: \$30,000  
 Prior Expensed to Date: \$0  
 Total Project Cost: \$150,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Contracted Services		-				
Design	-	-	-	-	-	-
Construction	-	30,000	30,000	30,000	30,000	30,000
Materials	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding - OCIF	-	-	-	-	-	-
Developer Contribution	-	-	-	-	-	-
Taxation	-	30,000	30,000	30,000	30,000	30,000
Federal Gas Tax (FGT)	-	-	-	-	-	-
County FGT	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Arterial Reserve**

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

Project Number: **21-R09**

Basis for Activity: **Growth Related**

Department: **Public Services**

Relationship to Strategic Plan: **N/A**

Description: Year 3 of 4 to set aside funds for the linear construction cost of Road 38 in 2023 and 2024. Total reserve of 1.1 million by end of 2022

Rationale: Road 38 is the Township's most travelled road. Possibility of joint project may impact timing.

Staff Contact: Mark Segsworth, DIRECTOR PUBLIC SERVICES

## Project Finances

Operating Impacts: Budget Year(s)      Exp/(Rev)      FTE

Explanation:

**Current (2021) Year Cost:** \$400,000

**Prior Expensed to Date:** \$150,000

**Total Project Cost:** **\$1,100,000**

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Contracted Services		-				
Design	-	-	-	-	-	-
Transfer to Reserve	150,000	400,000	550,000	-	-	-
Materials	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding - OCIF	-	-	-	-	-	-
Developer Contribution	-	-	-	-	-	-
Taxation	150,000	400,000	550,000	-	-	-
Federal Gas Tax (FGT)	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Keeley Radio Tower**

Type of Project: **Vertical Infrastructure (Facilities, Lands & Parks)**

Project Number: **19-29**

Basis for Activity: **Other**

Department: **Public Services**

Relationship to Strategic Plan: **N/A**

Description: Relocation of radio tower at Keeley Public Services offices; 16 ft. of antenna installed on Keeley garage roof; removal of paint booth exhaust fan and supporting infrastructure.

Rationale: Current tower location poses safety issues re: certification; tower no longer required for radio communication; reclaim infrastructure within garage currently supporting tower. Removal of paint booth exhaust fan and supporting infrastructure has been added to scope of tower relocation.

Staff Contact: Jamie Brash, FACILITIES/SOLID WASTE SUPERVISOR

## Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

Explanation:

Current (2021) Year Cost: \$100,000  
 Prior Expensed to Date: \$0  
 Total Project Cost: \$150,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	-	-	-	-	-
Design	-	-	-	-	-	-
Construction	50,000	100,000	-	-	-	-
Other	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Facilities Reserve	50,000	100,000	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Township Offices Accessible Ramp/Entrance**

Type of Project: **Vertical Infrastructure (Facilities, Lands & Parks)**

Project Number: **20-27**

Basis for Activity: **Asset Renewal**

Department: **Public Services**

Relationship to Strategic Plan: **Priority #4 - Be a catalyst for the creation of vibrant, complete communities**

Description: **New accessible ramp and stairs; improved entrance and pedestrian flow at front of building; beautification; design work; replace asphalt at front of building/improve pull-through area; flag pole relocation.  
Township will be applying for ICIP funding for this project. Anticipated minimum funding is \$100,000 as per guidelines**

Rationale: **Stairs currently crumbling; leakage into basement at ramp location; contribute to Sydenham downtown beautification; asphalt doesn't drain well currently; shed water away from building to storm sewers. Scope of project increased to include entire front area of Townhall.**

Staff Contact: **Jamie Brash, FACILITIES/SOLID WASTE SUPERVISOR**

## Project Finances

Operating Impacts: Budget Year(s)      Exp/(Rev)      FTE

Explanation:

**Current (2021) Year Cost:**      \$175,000  
**Prior Expensed to Date:**      \$0  
**Total Project Cost:**      **\$300,000**

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	-	-	-	-	-
Design	20,000	-	-	-	-	-
Construction	105,000	175,000	-	-	-	-
Other	-	-	-	-	-	-
	-	-	-	-	-	-
Funding Source(s)						
Government Funding	-	100,000	-	-	-	-
Donations	-	-	-	-	-	-
Facilities Reserve	125,000	-	-	-	-	-
Infrastructure Reserve	-	75,000	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Station 8 Fire Hall**

Type of Project: **Vertical Infrastructure (Facilities, Lands & Parks)**

Project Number: **21-01**

Basis for Activity: **Growth Related**

Department: **SFFR**

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

Description: Same design as Perth Rd. Fire Hall with 3 bays but 2 vehicles deep instead fo 1.5  
In line with 4-year fire hall replacement schedule  
Location of apparatus incl. pumper, tanker, squad, rapid response, and marine unit

Rationale: Closure of former Station 9. Repurposing of current Station 8 back to Public Services. Improved response capabilities in growth area of the Township (new subdivisions).

Staff Contact: Darcy Knott, DIRECTOR EMERGENCY SERVICES/CEMC FIRE CHIEF

## Project Finances

Operating Impacts:	Budget Year(s)	Exp/(Rev)	FTE
	2022	unknown	

Explanation: PS use of former Station 8 Fire Hall at Storrington Centre facility may result in additional capital costs

Current (2021) Year Cost: \$2,200,000  
 Prior Expensed to Date: \$0  
 Total Project Cost: \$2,220,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	-	-	-	-	-
Design	-	25,000	-	-	-	-
Construction	-	2,175,000	-	-	-	-
Other	-	-	20,000	-	-	-
	-	-	-	-	-	-
Funding Source(s)						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Facilities Reserve	-	700,000	-	-	-	-
Development Charges	-	400,000	-	-	-	-
Asset Investment Reserve	-	1,100,000	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Burrige Fire Hall**

Type of Project: **Vertical Infrastructure (Facilities, Lands & Parks)**

Project Number: **21-27**

Basis for Activity: **Other**

Department: **Public Services**

Relationship to Strategic Plan: **N/A**

Description: Grading and ditching to direct overland flow away from facility;  
Some work done previously in front of Hall garage doors to prevent flooding

Rationale: Improper lot grading creates drainage issue; heavy rains currently can run into training room; damage prevention

Staff Contact: Jamie Brash, FACILITIES/SOLID WASTE SUPERVISOR

## Project Finances

Operating Impacts: Budget Year(s)      Exp/(Rev)      FTE

Explanation:

Current (2021) Year Cost: \$20,000  
 Prior Expensed to Date: \$0  
 Total Project Cost: \$20,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	-	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	20,000	-	-	-	-
Other	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Infrastructure Reserve	-	20,000	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Portland Garage**

Type of Project: **Vertical Infrastructure (Facilities, Lands & Parks)**

Project Number: **21-28**

Basis for Activity: **Service Level Change**

Department: **Public Services**

Relationship to Strategic Plan: **N/A**

Description: Facility garage door operators to be replaced (5 doors)

Rationale: All doors currently operated by hand; garages weren't heated previously; 2017 heating install allows for openers; reduces heat loss

Staff Contact: Jamie Brash, FACILITIES/SOLID WASTE SUPERVISOR

## Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

Explanation: Operators no longer have to get in/out of equipment

Current (2021) Year Cost: \$20,000  
 Prior Expensed to Date: \$0  
 Total Project Cost: \$20,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	20,000	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Facilities Reserve	-	20,000	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **OPP Building**

Type of Project: **Vertical Infrastructure (Facilities, Lands & Parks)**

Project Number: **21-29**

Basis for Activity: **Asset Renewal**

Department: **Public Services**

Relationship to Strategic Plan: **N/A**

Description: HVAC Rooftop Unit  
Garage Doors

Rationale: Building condition assessment recommendations

Staff Contact: Jamie Brash, FACILITIES/SOLID WASTE SUPERVISOR

## Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

2021

Explanation: Reduced energy costs

Current (2021) Year Cost: \$27,000  
 Prior Expensed to Date: \$0  
 Total Project Cost: \$27,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	27,000	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Facilities Reserve	-	27,000	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Bedford Sand Dome**

Type of Project: **Vertical Infrastructure (Facilities, Lands & Parks)**

Project Number: **21-30**

Basis for Activity: **Other**

Department: **Public Services**

Relationship to Strategic Plan: **N/A**

Description: Replace Roof Fabric (under warranty, pro-rated costs)

Rationale: Failure in fabric - warranty item, but prorated cost to change panels

Staff Contact: **Jamie Brash, FACILITIES/SOLID WASTE SUPERVISOR**

## Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

Explanation:

Current (2021) Year Cost: **\$35,000**  
 Prior Expensed to Date: **\$0**  
 Total Project Cost: **\$35,000**

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	35,000	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Facilities Reserve	-	35,000	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Bradshaw Fire Hall**

Type of Project: **Vertical Infrastructure (Facilities, Lands & Parks)**

Project Number: **21-31**

Basis for Activity: **Other**

Department: **Public Services**

Relationship to Strategic Plan: **N/A**

Description: Lighting Retrofit & Interior Wall for Vehicle Separation from staff areas; fire rating required

Rationale: Staff areas contiguous with garage area currently; upgrade lighting for energy efficiency

Staff Contact: Jamie Brash, FACILITIES/SOLID WASTE SUPERVISOR

## Project Finances

Operating Impacts:	Budget Year(s)	Exp/(Rev)	FTE
	2021		
Explanation:	Reduced hydro costs		

Current (2021) Year Cost: \$15,000  
 Prior Expensed to Date: \$0  
 Total Project Cost: \$15,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	-	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	15,000	-	-	-	-
Other	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Federal Gas Tax	-	6,000	-	-	-	-
Infrastructure	-	9,000	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Storrington Fire Hall**

Type of Project: **Vertical Infrastructure (Facilities, Lands & Parks)**

Project Number: **21-32**

Basis for Activity: **Other**

Department: **Public Services**

Relationship to Strategic Plan: **N/A**

Description: Lighting Retrofit

Rationale: Retrofit of lighting to improve energy efficiency

Staff Contact: **Jamie Brash, FACILITIES/SOLID WASTE SUPERVISOR**

## Project Finances

Operating Impacts:	Budget Year(s)	Exp/(Rev)	FTE
	<b>2021</b>		
Explanation:	Reduced hydro costs		

Current (2021) Year Cost: **\$6,000**  
 Prior Expensed to Date: **\$0**  
 Total Project Cost: **\$6,000**

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	-	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	6,000	-	-	-	-
Other	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Federal Gas Tax	-	6,000	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Admin Office Expansion Location Feasibility Study**

Type of Project: **Vertical Infrastructure (Facilities, Lands & Parks)**

Project Number: **21-33**

Basis for Activity: **Other**

Department: **Public Services**

Relationship to Strategic Plan: **N/A**

Description: Study to assess options and location for additional office space for administrative staff

Rationale: Study to look at possible options to review the use of existing facilities such as Townhall, library versus the need to build new facility including joint or multi-use facility.

Staff Contact: Jamie Brash, FACILITIES/SOLID WASTE SUPERVISOR

## Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

Explanation:

Current (2021) Year Cost: \$20,000  
 Prior Expensed to Date: \$0  
 Total Project Cost: \$20,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	-	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	20,000	-	-	-	-
Other	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Facilities Reserve	-	20,000	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Wilmer Park Pumhouse Repairs**

Type of Project: **Vertical Infrastructure (Facilities, Lands & Parks)**

Project Number: **19-49**

Basis for Activity: **Asset Renewal**

Department: **Public Services**

Relationship to Strategic Plan: **N/A**

Description: Repair improperly installed foundations on utilities/pumhouse shed

Rationale: Crumbling foundation

Staff Contact: **Jamie Brash, FACILITIES/SOLID WASTE SUPERVISOR**

## Project Finances

**Operating Impacts:**      Budget Year(s)      Exp/(Rev)      FTE

Explanation:

**Current (2021) Year Cost:**      \$10,000  
**Prior Expensed to Date:**      \$0  
**Total Project Cost:**      \$16,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	-	-	-	-	-
Design	-	-	-	-	-	-
Construction	6,000	10,000	-	-	-	-
Contracted Services	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Parkland	6,000	10,000	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Storrington Centre Upgrades**

Type of Project: **Vertical Infrastructure (Facilities, Lands & Parks)**

Project Number: **19-54**

Basis for Activity: **Growth Related**

Department: **Public Services**

Relationship to Strategic Plan: **Priority #4 - Be a catalyst for the creation of vibrant, complete communities**

Description: **Construction of building expansion to accommodate storage and increase usable space; window replacements on Hall side; 2019: preliminary design approved. Addition of approximately 1,000 sq ft to east side of building for seperated storage and covered porch**

Rationale: **Completion of project - design previously approved; Most highly used assembly facility; no storage available for tables chairs currently**

Staff Contact: **Jamie Brash, FACILITIES/SOLID WASTE SUPERVISOR**

## Project Finances

Operating Impacts: Budget Year(s)      Exp/(Rev)      FTE

Explanation:

**Current (2021) Year Cost:**      \$350,000  
**Prior Expensed to Date:**      \$0  
**Total Project Cost:**      **\$400,000**

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	-	-	-	-	-
Design	50,000	-	-	-	-	-
Construction	-	350,000	-	-	-	-
Contracted Services	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Infrastructure Reserve	-	350,000	-	-	-	-
Parkland	50,000	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Playground Rubberized Surfaces**

Type of Project: **Vertical Infrastructure (Facilities, Lands & Parks)**

Project Number: **20-43**

Basis for Activity: **Asset Renewal**

Department: **Public Services**

Relationship to Strategic Plan: **Priority #4 - Be a catalyst for the creation of vibrant, complete communities**

Description: In 2021, Bowes playground to receive rubberized surface; utilize portion of budget carried over from 2020; 2020 dollars used for Gerald Ball playground rubberized surface

Rationale: Replacing pea gravel surface; inaccessible surface

Staff Contact: Jamie Brash, FACILITIES/SOLID WASTE SUPERVISOR

## Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

Explanation:

Current (2021) Year Cost: \$40,000  
 Prior Expensed to Date: \$15,259  
 Total Project Cost: \$80,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	-	-	-	-	-
Design	-	-	-	-	-	-
Construction	40,000	40,000	-	-	-	-
Contracted Services	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Parkland Reserve	40,000	40,000	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Bowes Park Washrooms**

Type of Project: **Vertical Infrastructure (Facilities, Lands & Parks)**

Project Number: **20-44**

Basis for Activity: **Service Level Change**

Department: **Public Services**

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

Description: Create accessible washrooms using existing structure envelope; entrances, configuration changes. Design completed in 2020.

Rationale: To meet accessibility requirements.

Staff Contact: Jamie Brash, FACILITIES/SOLID WASTE SUPERVISOR

## Project Finances

Operating Impacts: Budget Year(s)      Exp/(Rev)      FTE

Explanation:

Current (2021) Year Cost: \$75,000  
 Prior Expensed to Date: \$0  
 Total Project Cost: \$76,500

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	-	-	-	-	-
Design	1,500	-	-	-	-	-
Construction	-	75,000	-	-	-	-
Other	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Reserves 1	-	-	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Bowes/Centennial/Sydenham Point Ball Diamonds**

Type of Project: **Vertical Infrastructure (Facilities, Lands & Parks)**

Project Number: **20-45**

Basis for Activity: **Other**

Department: **Public Services**

Relationship to Strategic Plan: **N/A**

Description: Adding lighting, key switches and timers

Rationale: Safety issue with user groups accessing electrical panels currently.

Staff Contact: Jamie Brash, FACILITIES/SOLID WASTE SUPERVISOR

## Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

Explanation:

Current (2021) Year Cost: \$25,000  
 Prior Expensed to Date: \$0  
 Total Project Cost: \$35,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	-	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Contracted Services	10,000	25,000	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Parkland Reserve	10,000	25,000	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **McMullen Park Court**

Type of Project: **Vertical Infrastructure (Facilities, Lands & Parks)**

Project Number: **21-21**

Basis for Activity: **Service Level Change**

Department: **Public Services**

Relationship to Strategic Plan: **Priority #4 - Be a catalyst for the creation of vibrant, complete communities**

Description: Complete Resurface and colouring courts to support multiple uses:

- Two standalone Tennis courts
- Basketball court outside fence
- Shuffleboard or other outside fence
- New Basketball posts/nets

Rationale: Continue court improvements across Township; greater demand for tennis at this location; current basketball + shuffleboard facilities in state of disrepair

Staff Contact: Tim Laprade, RECREATION SUPERVISOR/ARENA MANAGER

## Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

Explanation:

Current (2021) Year Cost: \$55,000  
 Prior Expensed to Date: \$0  
 Total Project Cost: \$55,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	-	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	55,000	-	-	-	-
Other	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Donations	-	10,000	-	-	-	-
Infrastructure	-	45,000	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Boat Launch Upgrades (Bunker Hill/Deyos Road)**

Type of Project: **Vertical Infrastructure (Facilities, Lands & Parks)**

Project Number: **21-24**

Basis for Activity: **Asset Renewal**

Department: **Public Services**

Relationship to Strategic Plan: **N/A**

Description: Improving grades; reclaiming land; addition of concrete mats

Rationale: Address safety concerns & coordinate with nearby linear 2021 capital projects (Deyos/Bunker Hill Road)

Staff Contact: Mark Segsworth, DIRECTOR PUBLIC SERVICES

## Project Finances

**Operating Impacts:** Budget Year(s) Exp/(Rev) FTE

Explanation:

**Current (2021) Year Cost:** \$30,000  
**Prior Expensed to Date:** \$0  
**Total Project Cost:** \$30,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	-	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	30,000	-	-	-	-
Other	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Infrastructure Reserve	-	30,000	-	-	-	-
User Fees	-	-	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Battersea Park Gates (Steam Train Park)**

Type of Project: **Vertical Infrastructure (Facilities, Lands & Parks)**

Project Number: **21-25**

Basis for Activity: **Other**

Department: **Public Services**

Relationship to Strategic Plan: **N/A**

Description: Gates to control access; access to cemetery maintained

Rationale: increasing vandalism at this location; gates intended to minimize damage to steam train tracks, etc.

Staff Contact: **Tim Laprade, RECREATION SUPERVISOR/ARENA MANAGER**

## Project Finances

**Operating Impacts:** Budget Year(s) Exp/(Rev) FTE

Explanation:

**Current (2021) Year Cost:** \$10,000  
**Prior Expensed to Date:** \$0  
**Total Project Cost:** \$10,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	10,000	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Infrastructure Reserve	-	10,000	-	-	-	-
User Fees	-	-	-	-	-	-
Debtenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Sunbury/Gerald Ball Park**

Type of Project: **Vertical Infrastructure (Facilities, Lands & Parks)**

Project Number: **21-26**

Basis for Activity: **Asset Renewal**

Department: **Public Services**

Relationship to Strategic Plan: **N/A**

Description: Bleachers replacement

Rationale: Building condition assessment recommendation; meet safety standards

Staff Contact: Jamie Brash, FACILITIES/SOLID WASTE SUPERVISOR

## Project Finances

Operating Impacts: Budget Year(s)      Exp/(Rev)      FTE

Explanation:

Current (2021) Year Cost: \$10,000  
 Prior Expensed to Date: \$0  
 Total Project Cost: \$10,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	10,000	-	-	-	-
Design	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Other	-	-	-	-	-	-
<b>Funding Source(s)</b>						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Infrastructure Reserve	-	10,000	-	-	-	-
User Fees	-	-	-	-	-	-
Debt/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Arena Ice Pad replacement**

Type of Project: **Vertical Infratrstructure (Facilities, Lands & Parks)**

Project Number: **N/A**

Basis for Activity: **Asset Renewal**

Department: **Other**

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

Description: South Frontenac share of Ice pad and board replacement. Figures are based on receipt of ICIP grant in 2021. Grant application decision is still pending.  
Remove & replace: Condenser unit, Mains/Headers, Heat Exchanger/Chiller, Brine Pump, concrete slab, brine lines, boards/glass, benches, timekeeper box. Install accessible rubber matting and create accessible viewing area.

Rationale:

- To reduces the instances of asset failure and service disruptions
- To address potential risk and liability issues that impact the safety of staff and public in the facility
- Improving the quality of the ice at the arena while iimproving the facilities to benefit the patrons
- Reducing annual operating and maintenance costs
- Increase accessibility for spectators and patrons

Staff Contact: Tim Laprade, RECREATION SUPERVISOR/ARENA MANAGER

## Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

Explanation:

Current Year Cost: \$1,343,750  
 Prior Expensed to Date: \$336,625  
 Total Project Cost: \$1,680,375

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	-	-	-	-	-
Design	-	-	-	-	-	-
Construction	336,625	1,130,000	-	-	-	-
Contingency	-	213,750	-	-	-	-
	-	-	-	-	-	-
Funding Source(s)						
Government Funding	-	985,372	-	-	-	-
Donations	-	-	-	-	-	-
Working Funds	198,609	211,443	-	-	-	-
User Fees	-	-	-	-	-	-
Other - CF	138,016	146,935	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Official Plan**

Type of Project: **Plans/Studies**

Project Number: **19-60**

Basis for Activity: **Growth Related**

Department: **Development Services**

Relationship to Strategic Plan: **Priority #4 - Be a catalyst for the creation of vibrant, complete communities**

Description: Comprehensive policies and mapping document to guide growth and development in the Township in the coming years.

Rationale: Typically requires renewal every 5 years (last review was 2003); Provides a framework for growth and development in South Frontenac; precursor to Updated Zoning By-law; Required before delegated Subdivision/Condo approval authority can be sought from the County.

Staff Contact: Claire Dodds, DIRECTOR DEVELOPMENT SERVICES

## Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

Explanation:

Current (2021) Year Cost: \$30,000  
 Prior Expensed to Date: \$768  
 Total Project Cost: \$176,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	-	-	-	-	-
Design	-	-	-	-	-	-
Other	16,000	-	-	-	-	-
Consulting	130,000	30,000	-	-	-	-
	-	-	-	-	-	-
Funding Source(s)						
Federal Gas Tax	146,000	30,000	-	-	-	-
Donations	-	-	-	-	-	-
Reserves 1	-	-	-	-	-	-
User Fees	-	-	-	-	-	-
Development Charges	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Development of Subdivision/Condo Standards**

Type of Project: **Plans/Studies**

Project Number: **21-16**

Basis for Activity: **Growth Related**

Department: **Development Services**

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

Description: Establish engineering standards for subdivision and condominium development which can be provided to developers.

Rationale: Having subdivision/condo standards assists in articulating to developers our community's standards and expectations relative to the needs of both our urban and rural developments; ensures consistency/level playing field for developers; speeds up development review cycle.

Staff Contact: Claire Dodds, DIRECTOR DEVELOPMENT SERVICES

## Project Finances

Operating Impacts: Budget Year(s) Exp/(Rev) FTE

Explanation:

Current (2021) Year Cost: \$15,000  
 Prior Expensed to Date: \$0  
 Total Project Cost: \$15,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	-	-	-	-	-
Design	-	-	-	-	-	-
Other	-	-	-	-	-	-
Consulting	-	15,000	-	-	-	-
Funding Source(s)						
Government Funding	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Reserves 1	-	-	-	-	-	-
Working Funds	-	15,000	-	-	-	-
Debenture/Loan	-	-	-	-	-	-

# SOUTH FRONTENAC Capital Project Detail Sheet



## Project Information

Project Name: **Servicing Options Study**

Type of Project: **Plans/Studies**

Project Number: **21-17**

Basis for Activity: **Growth Related**

Department: **Development Services**

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

Ministry of Environment guideline requires municipalities to assess what type of drinking water and sewage systems are appropriate for new development.  
This study will assist SF to meet its obligation but also look at viable options to service residential construction. The results of the study will support the creation of the new Official Plan

Rationale: Private/communal servicing may not always be the most cost-effective or flexible servicing approach for desired forms/scales of development. Plus, recent changes to provincial policy re: partial servicing requires consideration of servicing options beyond private/communal. Servicing options are critical to supporting growth and development.

Staff Contact: Claire Dodds, DIRECTOR DEVELOPMENT SERVICES

## Project Finances

Operating Impacts: Budget Year(s)      Exp/(Rev)      FTE

Explanation:

Current (2021) Year Cost: \$100,000  
 Prior Expensed to Date: \$0  
 Total Project Cost: \$100,000

Phase(s)	Prior Approved	2021	2022	2023	2024	2025
Purchase	-	-	-	-	-	-
Design	-	-	-	-	-	-
Other	-	-	-	-	-	-
Consulting	-	100,000	-	-	-	-
<b>Funding Source(s)</b>						
Contribution from other Municipality	-	25,000	-	-	-	-
Donations	-	-	-	-	-	-
Reserves 1	-	-	-	-	-	-
Federal Gas Tax	-	75,000	-	-	-	-
Debenture/Loan	-	-	-	-	-	-