



TOWNSHIP OF SOUTH FRONTENAC
Committee of the Whole Meeting Agenda



TIME: 6:30 PM,
DATE: Tuesday, January 17, 2023
PLACE: Council Chambers/Virtual.

1. Call to Order and Roll Call
 - (a) Resolution
2. Declaration of pecuniary interest and the general nature thereof
3. Approval of Agenda
 - (a) Resolution
4. Scheduled Closed Session
 - (a) Resolution: That the Committee of the Whole resolve itself into the Committee of the Whole "Closed Meeting" to consider the following item: Advice that is subject to solicitor-client privilege, including communications necessary for that purpose – enforcement of municipal by-laws.
 - (b) **Advice that is subject to solicitor-client privilege, including communications necessary for that purpose – enforcement of municipal by-laws**
 - (c) Resolution: That the Committee of the Whole rise from Committee of the Whole "Closed Meeting" without reporting.
5. Recess - Committee of the Whole to reconvene at 7:10 p.m. for Open Session
6. Public Meeting
 - (a) Resolution - Public Meeting Call to Order
 - (b) Notice of Collection
 - (c) **Public Meeting - Zoning By-law Amendment Application - PL-ZBA-2022-0157, Shepherd, 1646 Shales Road** 3 - 21
 - This report provides Council with information about Zoning By-law Amendment Application PL-ZBA-2022-0157 for 1646 Shales Road. If approved, the zone on a portion of the subject lands would be changed from Rural (RU) to a property specific Rural (RU-XX) to acknowledge deficient lot frontage.
 - (d) Resolution - Close Public Meeting
7. Delegations
 - (a) Frances Broome will be present to speak to the Committee of the Whole regarding livestock in relation to the Zoning By-law.
 - (b) Joe Gallivan, Director, Planning & Economic Development will be present to speak to the Committee of the Whole regarding Community Planning Permit System Implementation in Frontenac - 2023 Budget Proposal. 22 - 35
8. Reports Requiring Direction

9. Reports for Information
- (a) **2023 Capital Budget Overview** 36 - 127
- (b) **Benefits of Implementing a Community Planning Permit System for Shoreline Protection** 128 - 132
- Building upon the delegation from County staff on a Community Planning Permit System (CPPS), this report provides a summary of the purpose and benefits of implementing such a planning tool, to specific areas, such as waterfront properties.
10. Rise & Report from Committees of Council
- (a) County Council
- (b) CRCA
- (c) QRCA
- (d) RVCA
11. Information Items
- (a) KFL&A Public Health Report - The cost of eating healthy 133 - 146
12. Notice of Motions
13. Announcements/Statements by Councillors
14. Question of Clarity (from the public on outcome of agenda items)
15. Closed Session (if requested)
- (a) Resolution: That the Committee of the Whole resolve itself into the Committee of the Whole "Closed Meeting" to consider the following items: A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board – Insurance Claim and a proposed or pending acquisition or disposition of land by the municipality or local board.
- (b) **A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board – Insurance Claim**
- (c) **A proposed or pending acquisition or disposition of land by the municipality or local board.**
- (d) Resolution: That the Committee of the Whole rise from Committee of the Whole "Closed Meeting" without reporting.
16. Adjournment
- (a) Resolution

Natural, Vibrant and Growing - A Progressive Rural Leader

Township of South Frontenac Staff Report



To: Committee of the Whole

Prepared by: Development Services Department

Date of Meeting: January 17, 2023

Subject: **Public Meeting for Zoning By-law Amendment Application
PL-ZBA-2022-0157, Shepherd, 1646 Shales Road**

Summary

This report provides Council with information about Zoning By-law Amendment Application PL-ZBA-2022-0157 for 1646 Shales Road. If approved, the zone on a portion of the subject lands would be changed from Rural (RU) to a property specific Rural (RU-XX) to acknowledge deficient lot frontage.

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

Recommendation

This report is for information only.

Background

The subject property is subject to consent application S-04-21-L for a new residential lot. Provisional approval of the consent application was granted subject to conditions by the Committee of Adjustment on December 9, 2021. One condition requires the severed parcel to be rezoned.

The proposal is to change the zone on the severed parcel from Rural (RU) to a property specific Rural (RU-XX). This change would permit the severed parcel to have a minimum 55 metre (180.4 foot) lot frontage whereas a minimum 76 metre (250 foot) lot frontage is generally required.

Under the Planning Act, a public meeting is required to be held to receive comments from the public on the proposed rezoning.

Discussion/Analysis

Property Description

The subject property is located at the end of Shales Road, which is off Perth Road just north of Perth Road Village. There is existing residential development and agricultural uses surrounding the subject property along Shales Road and Cove Lane.

The subject property is approximately 35 hectares (83 acres) in area with 131 metres (430 feet) of frontage on Shales Road. It also abuts Cove Lane, a private lane located to the west of the subject property. The subject property contains a dwelling and a number of outbuildings, including barns and sheds.

The subject property and the surrounding area consist of farmland and forest. There is a large unnamed water body on the north of the subject property. There is also a watercourse running from the water body south to Shales Road and Bear Lake. The area around the watercourse consists of low-lying wet area.

The severed parcel (the lands to be rezoned) consists of approximately 1.3 hectares (3.3 acres) of vacant land. It has 55 metres of frontage on Shales Road. The severed parcel consists mostly of brush and pockets of wetland. The watercourse is located along its eastern property line.

Department and Agency Comments

Building Services was not circulated the rezoning application as they had no objection to the consent application. They had indicated that the severed parcel would be capable of providing flexibility in siting a sewage system.

Public Services was not circulated the rezoning application as they had no objection to the consent application. They had indicated that there would be adequate sight lines for an entrance for the severed parcel with the removal of some brush alongside Shales Road. Draining/ditching concerns were identified, and it was noted that access to the new lot may have to consider crossing of the existing drainage channel near the frontage, and that Conservation Authority permits may be applicable. The overall road condition is adequate to serve increased development/traffic.

Cataraqui Conservation was not circulated the rezoning application as they had no objection to the consent application. They had noted that there appears to be a suitable building envelope outside of the required 30 metre setback from the watercourse and wetlands on the severed parcel. They also note that there is a suitable development envelope outside of any lands that may be susceptible to erosion and flooding on the severed parcel. A permit under O. Reg 148/06 may be required for future development on the lot.

Public Comments

One nearby landowner provided written support for the rezoning application.

Preliminary Planning Analysis

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

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

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

It was determined that the severed parcel could be determined in compliance with the required Minimum Distance Separation Formulae I (MDS I) setbacks from two existing, nearby livestock barns. There is also sufficient area on the severed parcel for development to be setback more than 30 metres from the watercourse, and outside any lands that may be susceptible to flooding and erosion.

The severed parcel is zoned Rural (RU). The parcel needs to be rezoned to a site-specific Rural zone (RU-XX) in order to recognize that it will have 55 metres of lot frontage on Shales Road instead of the 76 metres required by the Township Official Plan and by Zoning By-law No. 2003-75 for the Rural zone.

Section 5.7.4 of the Township Official Plan requires the frontage, size and shape of any lot created for rural residential purposes through the severance approval process to be appropriate for the proposed use and to conform to the provisions of the zoning by-law. A minimum lot area of 0.8 hectare with a minimum of 76 metres of frontage on a public road is required.

Section 5.7.4(ii)(a) indicates that the Township may consider reductions to the minimum lot size and frontage requirements provided the overall intent of the Official Plan is maintained. The severed parcel, with an area of 1.3 hectares exceeds the required minimum lot area. The severed parcel will provide adequate lot area to provide the functional needs for the proposed residential use on the lot.

The retained lot will comply with the requirement for minimum frontage on a public road. The severed parcel is deficient in lot frontage as it consists of the remaining public frontage available from the subject property. Although the severed parcel abuts Cove Lane for 90 metres, this length does not count towards lot frontage because frontage must be on a

public road unless the lands are zoned Limited Service Residential. In addition, the applicant intends to access the severed parcel from Shales Road, and the subject property does not have a right-of-way over the private lane.

Minimum road frontages are required in order to ensure a development pattern that is reasonably consistent in nature, to avoid an overdeveloped appearance, and to help ensure a reasonable separation between residential uses.

The proposed reduced frontage on a public road will not have any negative impact on abutting residential land uses and is suitable for the intended single detached dwelling use of the severed parcel. The severed parcel is located at the end of Shales Road and there is limited development beyond the severed parcel on Cove Lane, most of which are seasonal dwellings. Being located at the end of the road with a turn-around avoids an overdeveloped appearance. It was determined that an entrance can be obtainable with appropriate sight lines on Shales Road.

Financial Implications

Not applicable.

Relationship to Strategic Plans

- Not applicable to this report.
- This initiative is supported by the following priorities of the 2019-2022 Strategic Plan.
- Priority: Choose an item.
 - Action Item (if applicable): N/A

Climate Considerations

- Not applicable to this report.
- This initiative supports climate change mitigation/adaption efforts in South Frontenac; and/or impacts the Township's resilience to climate change.

Notice/Consultation

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

- by mail to every owner of land within 120 metres of the subject lands
- by posting notice signs on the subject lands
- by e-mail to prescribed persons and public bodies

Attachments

1. Draft By-law

Approvals

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

Submitted By:



Brad Wright
Director of Development Services

Approved By:



Louise Fragnito, CPA, CGA
Chief Administrative Officer

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

BEING A BY-LAW TO AMEND BY-LAW 2003-75, AS AMENDED, TO REZONE LAND FROM RURAL TO RURAL – SPECIAL PROVISION (RU-XX) ON LANDS DESCRIBED AS 1646 SHALES ROAD, PART OF LOT 17, CONCESSION 11, DISTRICT OF LOUGHBOROUGH: SHEPHERD

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

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

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

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

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

1. **THAT** Schedule “B”, to Zoning By-law Number 2003-75 as amended, is hereby further amended by changing the zoning from Rural to Rural – Special Provision (RU-XX) for the lands shown on Schedule “1”.
2. **THAT** Zoning By-law Number 2003-75 as amended is hereby further amended by adding a new section RU-XX (1646 Shales Road, Part of Lot 17, Concession 11, District of Loughborough – Shepherd) immediately after the last Rural – Special Provision section to read as follows:

RU-XX (1646 Shales Road, Part of Lot 17, Concession 11, District of Loughborough – Shepherd)

Notwithstanding the provisions of section 7.3.2 or any other provision of this By-law to the contrary, on the lands zoned Special Rural (RU-XX), the following provisions apply:

- *Lot Frontage (Minimum) 55 Metres (180.4 ft.)*

All other provisions of this by-law shall apply.

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

Dated at the Township of South Frontenac this ##th day of MONTH, 2023.

Read a first and second time this ##th day of MONTH, 2023.

Read a third time and finally passed this ##th day of MONTH, 2023.

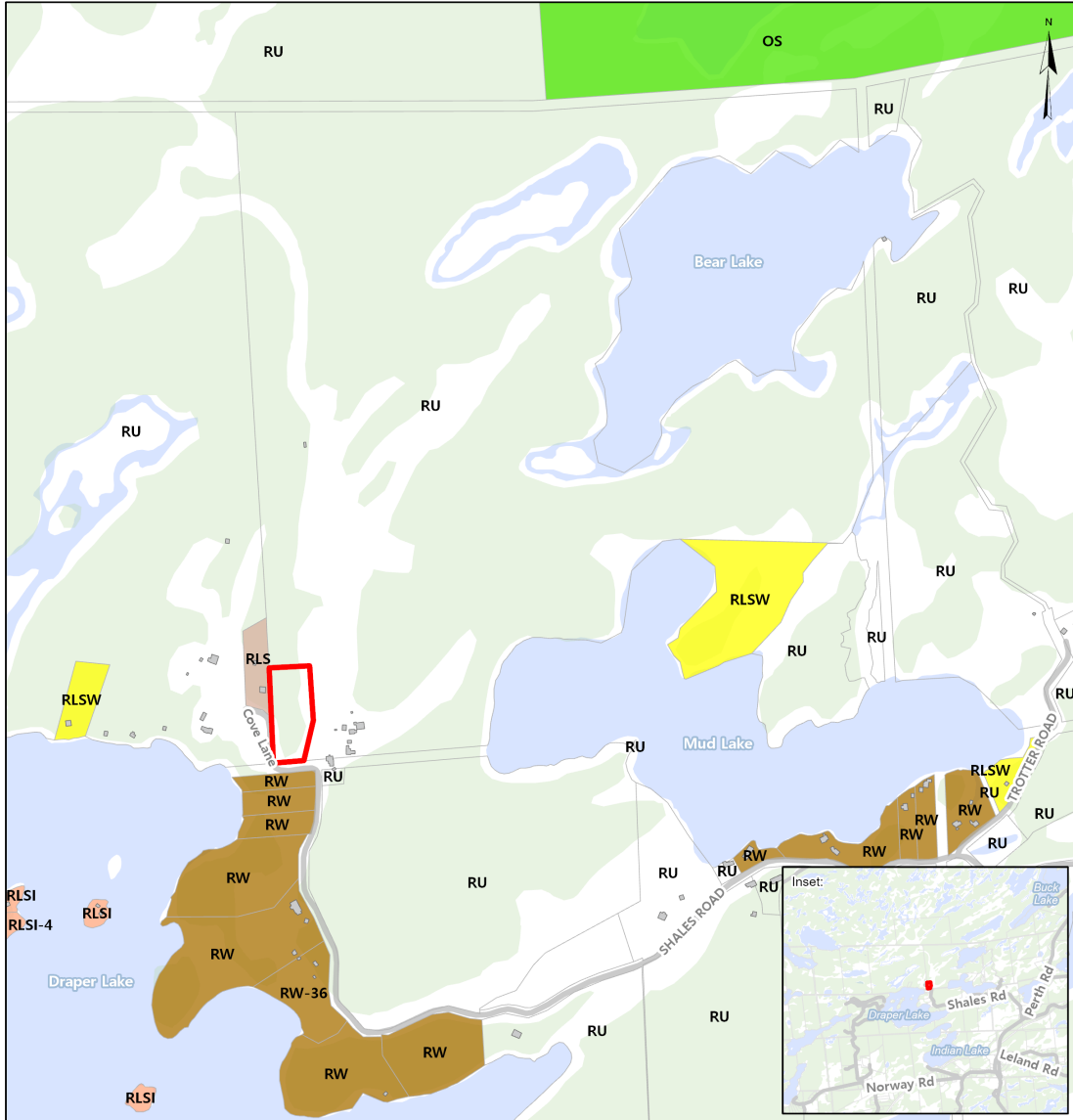
**THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC**

Ron Vandewal, Mayor

Clerk

Schedule 1

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



SOUTH FRONTENAC
(SHEPHERD)
1646 SHALES ROAD
PL-ZBA-2022-0157

Scale: 1:10,000

LEGEND

<ul style="list-style-type: none"> Subject Lands Township Boundaries Parcels Building Footprints Wooded Area Waterbody Road 	<p>Zoning</p> <ul style="list-style-type: none"> AGRICULTURAL ZONE (A) COMMUNITY FACILITY ZONE (CF) ENVIRONMENTAL PROTECTION ZONE (EP) MOBILE HOME RESIDENTIAL ZONE (MHR) OPEN SPACE - PUBLIC ZONE (OS) OPEN SPACE - PRIVATE ZONE (OSP) PIT 'A' ZONE (PA) 	<ul style="list-style-type: none"> PIT 'B' ZONE (PB) QUARRY 'A' ZONE (QA) QUARRY 'B' ZONE (QB) RESIDENTIAL ZONE (R) RURAL COMMERCIAL ZONE (RC) RURAL INDUSTRIAL ZONE (RI) LIMITED SERVICE RESIDENTIAL ZONE (RLS) 	<ul style="list-style-type: none"> LIMITED SERVICE RESIDENTIAL - ISLAND ZONE (RLSI) LIMITED SERVICE RESIDENTIAL - WATERFRONT ZONE (RLSW) RECREATIONAL RESORT COMMERCIAL ZONE (RRC) RURAL ZONE (RU) WATERFRONT RESIDENTIAL ZONE (RW) SALVAGE YARD INDUSTRIAL ZONE (SI) 	<ul style="list-style-type: none"> TUZ URBAN COMMERCIAL ZONE (UC) URBAN INDUSTRIAL ZONE (UI) URBAN MULTIPLE RESIDENTIAL ZONE (UMR) URBAN RESIDENTIAL ZONE - FIRST DENSITY ZONE (UR1) URBAN RESIDENTIAL ZONE - SECOND DENSITY (UR2) WASTE DISPOSAL ZONE (WD)
--	--	--	---	---

Produced by the Township of South Frontenac under license with the Ontario Ministry of Natural Resources © Queen's Printer for Ontario, 2015. While the Township makes every effort to insure that the information presented is accurate for the intended uses of this map, there is an inherent error in all mapping products, and accuracy of the mapping cannot be guaranteed for all possible uses. This map displays basic topographic features only. UTM Projection NAD 83 | Date: 2023-01-10

Passed this ##th day of MONTH, 2023

Ron Vandewal, Mayor

Clerk



**SOUTH
FRONTENAC**

Public Meeting

under the Planning Act

Application for Zoning By-law Amendment
PL-ZBA-2022-0157

Tuesday, January 17, 2023
7:00 p.m. Council Meeting

Public Meeting Statement

- The purpose of this public meeting is to hear comments on Zoning By-Law Amendment Application PL-ZBA-2022-0157.
- If a person or public body does not make oral or written submissions at this public meeting, or make written submissions to South Frontenac Township before any by-law is passed, the person or public body may not be added to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.
- If you wish to be notified of the decision of Council in respect to the application, you must submit a written request to the Clerk by email care of planning@southfrontenac.net. This will also entitle you to be advised of an Ontario Land Tribunal appeal.
- Anyone may appeal the decision to the Ontario Land Tribunal. The appeal must be filed with the Clerk within 20 days of the notice of decision. The notice of appeal must set out the reasons for the appeal and be accompanied by the fee required by the Tribunal.

Meeting Format

- Planner reviews proposal and delivers report
- Public questions and comments
- Council questions and comments
- Close public meeting



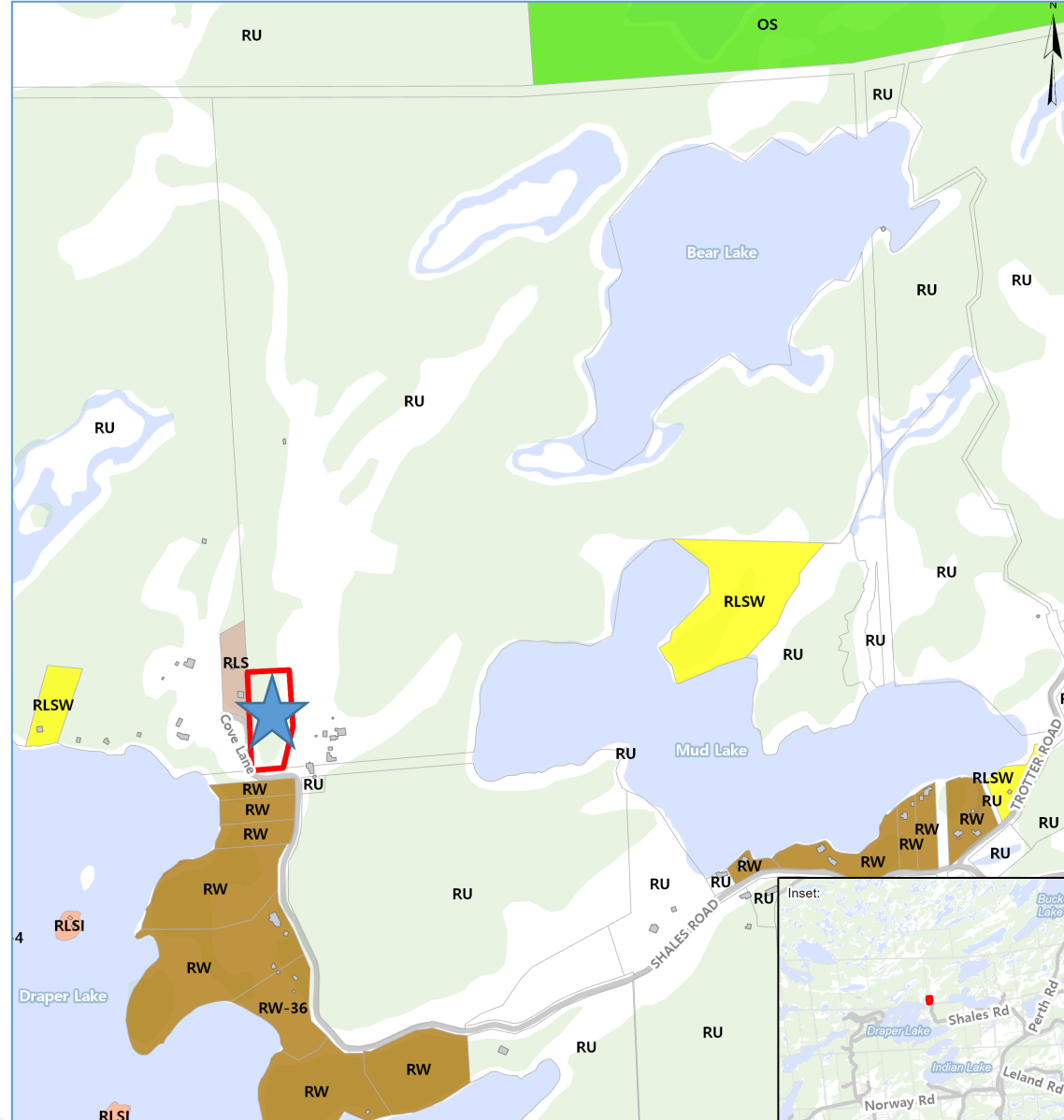
PL-ZBA-2022-0157

Applicant: Leslie Shepherd

Property: 1646 Shales Road

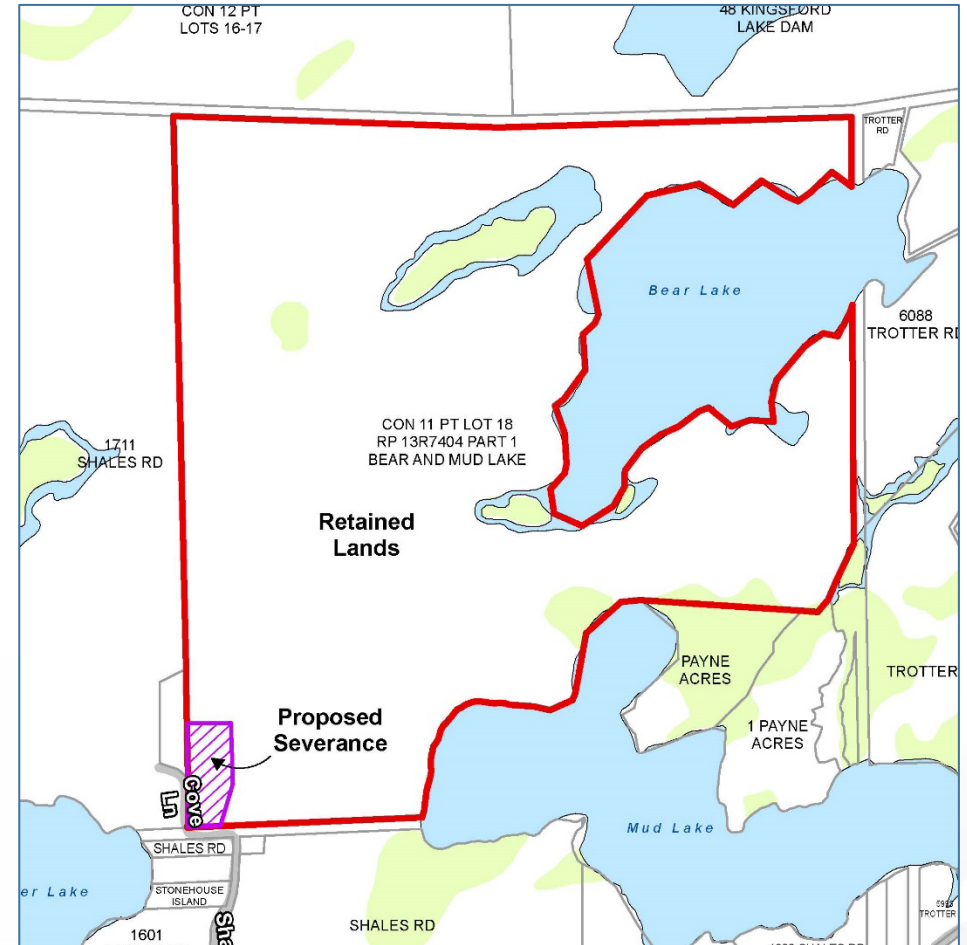


Location



Proposal

- Existing Zone – RU
- Proposed Zone – RU-XX
- Permit 55 metre lot frontage





Frontage of severed parcel



Proposed building location

Department and Public Comments

- Building Services, Public Services and Cataraqui Conservation had no objection to the consent application
- Public – supportive comments received from one landowner



Policy Framework

Provincial Policy Statement



Frontenac County Official Plan



Township of South Frontenac
Official Plan



- Rural residential development
- Separation of uses



Public Questions and Comments

If you would like to speak:

- Use “Raise Hand” feature at the bottom of your screen.
- Dial*9 (star nine) for phone.
- Please wait to speak until you hear your name and your microphone has been unmuted.

Council Questions and Comments

Next Steps

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



Adjourn Public Meeting





Community Planning Permit System Implementation in Frontenac

2023 BUDGET PROPOSAL
SOUTH FRONTENAC TOWNSHIP
JANUARY 17TH, 2023

What Is a Community Planning Permit System?

- Relatively new planning tool in Ontario
- Combines and replaces zoning, minor variances, and site plan approvals.
- A better tool for shoreline and lake protection.
- Can be used in entire municipality, or just certain areas.

Community Planning Permit System

- Allows for variations from the standards (e.g., setbacks, lot coverage) provided criteria are addressed.
- By-law can also regulate removal (or addition) of vegetation, as well as site alteration.



Community Planning Permit System

- Delegation of some approval authority to staff as deemed appropriate by Council.
- Delegated approvals do not require public notice for these minor variations.
- Streamlined approval process.
- For Council approvals – public notice required as well as public meeting.
- Appeals of Council decision on applications – only applicant can appeal.

Community Planning Permit System

- Before a CPPS is put into place, Council needs to:
 - » Prepare an Official Plan Amendment that establishes the use and scope of the permit system; and
 - » Prepare a CPPS By-law (somewhat similar to a Zoning By-law).
- Public notice and public meetings are required; public can appeal the implementing OPA and the CPPS by-law.
- Consents are not part of the Community Planning Permit System.

Community Planning Permit System

- Implementation
 - Issue Permits
 - Multiple Class Levels
 - Shorter Approval Periods
- When applied to waterfront properties, it can provide greater protection for waterbodies and shorelines.





Image Credit: Joan Bendo, LOBA





Final Report

Frontenac Municipalities – Service Delivery Review

October 9th, 2020



©STRATEGYCORN 2020



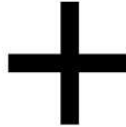
FRONTENAC

Current Challenges with Existing Policies & Processes

Inefficiencies in existing policies and processes challenge the effective allocation of dedicated resources to achieving stated policy objectives. As projected population growth drives demand for development, the Frontenac municipalities have an opportunity to ensure they are positioned as effectively as possible to take advantage of this growth.

Issue Area 1 – Committee of Adjustment Process

- In conversations with staff, across some of the Frontenac municipalities, existing Zoning By-laws and Official Plans are outdated in their approach to waterfront development, with a focus on setbacks rather than lakefront protection.
- As a result, every application for waterfront development that requires a Minor Variance adjustment must go through the Committee of Adjustment process across the Townships, regardless of complexity, structure, or potential impact on the surrounding environment.
- The resulting large volumes of applications for review by Township and County planning staff, as well as the Committee of Adjustment, delays the issuance of building permits, and with the opportunity for appeal, applicants and staff can be stuck in the Committee of Adjustment process for more **than 3 months for one application.**
- Without guarantees for swift planning approvals, and with the potential for an application to be appealed after more than 3 months of circulation, review, and assessment, applicants may be encouraged to consider redevelopment in proximate Townships with more streamlined and efficient policies for Minor Variance approvals.
- These inefficient processes and current focus on development applications challenge planning staff across the Frontenac municipalities in achieving their policy objectives and driving sustainable regional growth.



Issue Area 2 – Records Management

- Pressures for development and real estate growth, as well as expectations for “on-demand” service by applicants have come at the expense of improving policies and processes to effectively manage sustainable community growth in the long-term.
- This is demonstrated in the varied approaches to records management across the Frontenac municipalities, which adversely impacts the pre-application process as duplication of efforts and wasted staff time delay the application process and cause undue stress for staff.
- Depending on the complexity of the application or the state of the roll files, gathering the required information for pre-application can take staff at the Townships and the County anywhere from **30 minutes, to over 10 hours.**
- Based on the experiences of staff, and made more challenging because of changing working conditions due to COVID-19, particularly disorganized paper-based files that take 10+ hours to review and compile come with a cost of over **\$1,200 in staff time**, which does not take into account travel time between municipalities, for one application.

Issue Area 1 – Committee of Adjustment Process

- In conversations with staff, across some of the Frontenac municipalities, existing Zoning By-laws and Official Plans are outdated in their approach to waterfront development, with a focus on setbacks rather than lakefront protection.
- As a result, every application for waterfront development that requires a Minor Variance adjustment must go through the Committee of Adjustment process across the Townships, regardless of complexity, structure, or potential impact on the surrounding environment.
- The resulting large volumes of applications for review by Township and County planning staff, as well as the Committee of Adjustment, delays the issuance of building permits, and with the opportunity for appeal, applicants and staff can be stuck in the Committee of Adjustment process for more **than 3 months for one application.**

Recommendation #1 – Community Planning Permit System

A Community Planning Permit System (CPPS) would reduce the staff time and productivity losses associated with the current Committee of Adjustment process for minor variance approvals by allowing for conditional approvals by staff for minor variance approvals that meet the specified criteria for Exemption or Class I Permits.

Element	Description	Benefits
Planning Permits	<ul style="list-style-type: none"> Frontenac municipalities CPPS would require that all development within the identified area that the By-law applies shall require a Planning Permit. This would initially focus on Waterfront Designation and minor variance approvals. Requires a Community Planning Permit System By-law designating Planning Permit Areas. 	<ul style="list-style-type: none"> Allows for discretionary uses, conditional approvals, and variations to specified provisions within the By-law. Allows Council and the Committee of Adjustment to delegate approval authority, where appropriate, to staff.
Planning Permit Exemptions	<ul style="list-style-type: none"> Planning Permit exemptions shall be granted by planning staff for the types of development that do not involve significant deviations from the standards in the By-law, including sustainable vegetation removal, or development that does not involve exceeding the yard and setback requirements of the Zone in which the structure is erected. Upon granting the exemption, the applicant is sent to the Building department for building permit review. 	<ul style="list-style-type: none"> The exemptions process removes minor variation applications (little complexity or deviation from the standards as set out in the By-law) from the Committee of Adjustment process, saving significant staff and applicant time. For these applications, notice to neighbours is not required and the process is streamlined. There are no appeals to this decision.
Planning Permit Classifications	<p><u>Class I: Staff Variations</u> – where the application generally meets the requirements, standards, and provisions of the Planning Permit Area, but requires minor relief. Authority for issuance of Planning Permits is delegated to County Planning staff.</p> <p><u>Class II: Committee of Adjustment Variations</u> – where the application requires more substantial relief from the standards. There is a requirement for notice to be circulated to neighbours.</p>	<ul style="list-style-type: none"> Appeals to the LPAT of a Committee of Adjustment decision may only be made by the applicant. The Committee of Adjustment must make a decision within 45-days of receiving the Class II Planning Permit, but with less applications in circulation at the Committee, this is achievable.

✓ Staff estimate that they could cut down the amount of time it takes for minor variance approvals using a CPPS by 2/3rds, which results in estimated savings of over **\$180,000 in staff time annually** once implemented.

Community Planning Permit System

- Proposal: Joint project to implement CPPS in all four Townships
 - Focussed on waterfront areas / lake protection
- Timing: start work in 2023
- Budget Implications: each Township budgets \$25,000 (upset limit); to be used to hire a consultant to prepare a draft CPPS by-law template.
- Project Management: County planning with Township staff
- County will provide and oversee mapping and public engagement.



FRONTENAC

Questions ?





**SOUTH
FRONTENAC**

2023 Capital Budget Overview

Committee of the Whole
January 17, 2023

Introduction

- The Capital Budget is one component of the overall budget process which focuses on major cost items for each of the Township departments. The information gathered to prepare the recommendations in the 2023 capital budget come from updates or new Township's infrastructure or assets which support the delivery of services to the community.
- Capital budget recommendations also contain other initiatives, such as studies, which help support future capital investment decisions.



Strategic Priorities

The Capital Budget is a key tool in the investment required to achieve our strategic priorities.

Our vision: **Natural, vibrant and growing – a progressive rural leader**

Our Mission- how we achieve our vision:

Managing our operations and assets in a financially sustainable manner;

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

Overarching Priority:

- 1. Position South Frontenac as a Regional Leader.**
- 2. Promote and support growth that meets the community's needs while maintaining the integrity of our natural environment.**
- 3. Ensure the organizational capacity to deliver cost-effective services in a changing world.**
- 4. Be a catalyst for the creation of vibrant, complete communities.**

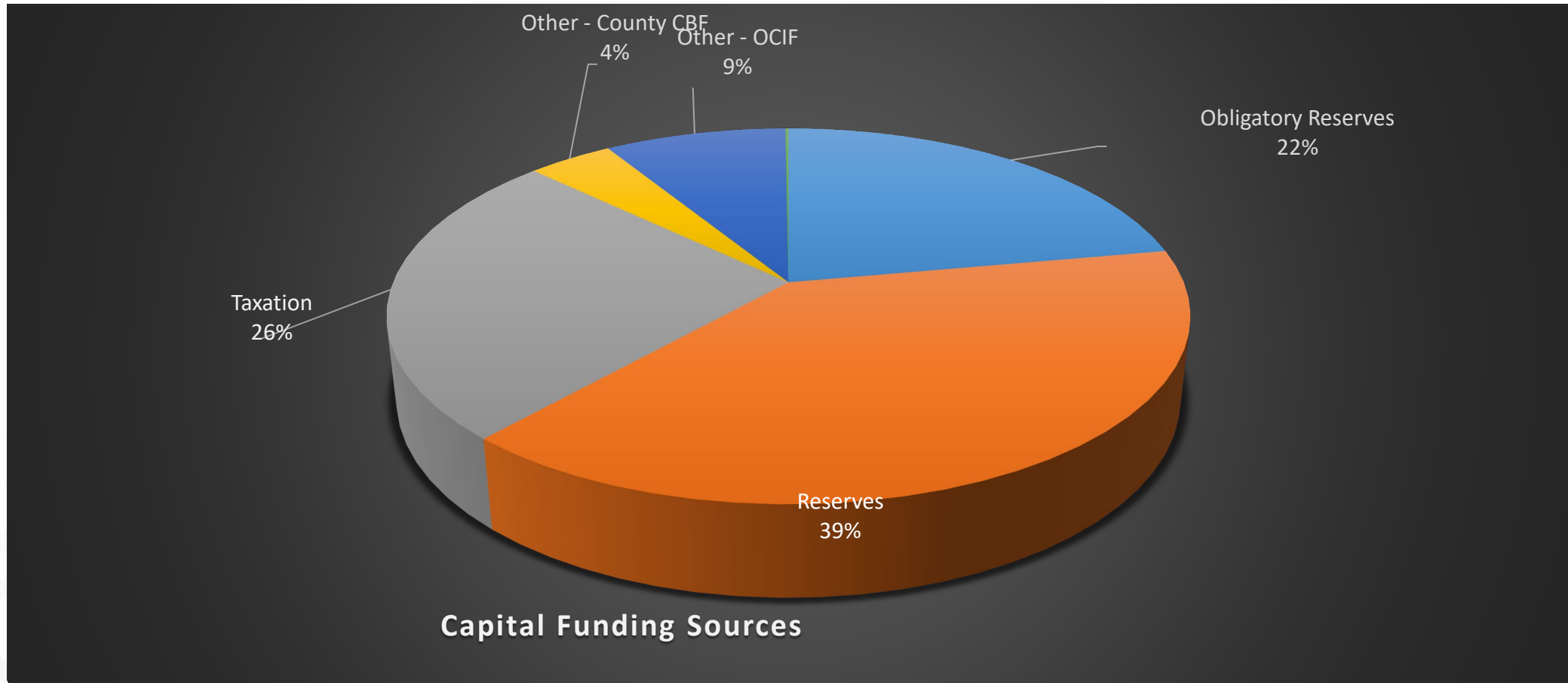
2023 Capital Budget

- This draft capital budget represents the listing received from department heads, vetted by the CAO and Treasurer, and incorporating input from the Township's strategic plan, committees and Council.
- Many items are driven by established replacement schedules which are funded by defined reserves (e.g. Equipment Reserve).

2023 Capital Budget

- The 2023 Capital budget continues the use of Capital Detailed sheets used in 2021 and 2022. The sheets provide details such as a description of the project, its rationale, full forecasted project costs, any actuals to date along with its funding breakdown.
- It does not include any carryover projects (projects approved and funded in prior years) although work may continue on those projects in 2023.
- The items presented in the 2023 Capital Budget are in line with the targeted annual capital budget as set out in the Township's 10 year long range financial plan (LRFP) which previously reviewed with Council.

2023 Capital Budget – Draft Funding Sources



Corporate Services

Corporate Studies	
Climate Change Adaption/ Mitigation Strategy	\$25,000
Strategic Plan	\$15,000

Corporate Facilities and Equipment	
Town Hall Expansion Design	\$300,000
Audio Visual Equipment – Council Chambers	\$30,000

Efficiency Improvements	
Digitization Records Project	\$75,000



Fire Department

Department Strategic Plans & Staffing	
Community Risk Assessment / Master Fire Plan	\$55,000
Volunteer Fire Fighter Recruitment (Pre-approved in 2022)	\$137,000

Fleet and Equipment	
New 2500 gal Tanker (Pre-approved in 2022)	\$575,000
Hose and Appliances	\$20,000
Bunker Gear Replacement - 8 Suits	\$25,000
Ice Water Rescue Equipment Renewal	\$54,000
Firefighting Particulate Balaclava - 130	\$19,500



Public Services

Fleet	
Bulldozer	\$225,000
Tandem Dump Truck/Plow	\$350,000
Asphalt Hot Box	\$48,000
1/2 Ton Truck	\$50,000
3/4 Ton Truck	\$75,000
Tandem Axle Utility Trailer	\$6,500
Sweeper Attachment	\$45,000
Snow Blower Attachment	\$30,000
Light Duty SUVs (2)	\$85,000
Light Duty Vehicle Hoist	\$40,000
Automatic Vehicle Location System (AVL)	\$50,000



Public Services

Structures (Bridges & Culverts)	
Culvert Replacement – Wilmer Road	\$375,000
Opinicon Culvert Replacement	\$706,500
Design - Various OSIM Structures	\$100,000

Roads	
Sunbury Road 4.0 km - Battersea Rd to Factory Rd	\$3,800,000
Alton Road West 3.7 km - Road 38 to Loughborough Portland Boundary Road	\$929,400
North Shore Road 4.0 km - Hewlett Packard Road to Convery Lane	\$636,700
Gravel Road Granular Renewal	\$500,000
Surface Treatment (LCB) Preservation 27 km – See list on next slide	\$800,000
Arterial Reserve – (Road 38)	\$270,000





TOWNSHIP OF SOUTH FRONTENAC - SURFACE TREATMENT PROGRAM

SURFACE TREATMENT - 2023 Preliminary Budget Overview

Public Services Department

2023 Single Surface Treatment Program - Preliminary

Section ID	Street	From Street	To Street	Length (Km)	AADT	PCI
46750	Wolfe Swamp Road	Colebrook Road	Petworth Road	2.9	422	58
40540	Bracken Road	Yarker Road 4	Mclean Road	1.55	519	50
44305	Mclean Road	Wallace Road	Colebrook Road	1.35	491	55
44530	Murton Road	1.35km East of Road 38	Murvale Road	0.9	810	58
44515	Murton Road	Road 38	1.35km East of Road 38	1.85	916	55
46270	Trousdale Road	Hinchinbrooke Road	Holleford Road	1.7	127	55
43015	Holleford Road	Trousdale Road	New Morin Road	1.8	127	72
42865	Hinchinbrooke Road	0.20km North of Road 38	0.29km North of Trousdale Road	1.6	477	67
45190	Quinn Road East	Road 38	East End of Road	1.6	136	67
44635	North Shore Crescent	Perth Road 10	Perth Road 10	1.1	279	67
43945	* Loughborough Drive Road	South End of Road	Sydenham Road	0.5	104	64
44470	* Mount Chesney Road	Battersea Road	Frontenac Road	0.4	245	81
44485	* Mount Chesney Road	Frontenac Road	Beach Nut Road	1.6	167	77
44455	* Mount Chesney Road	West End of Road	Battersea Road	1	233	76
46510	Wellington Street	United Street	Milburn Road	0.55	295	74
46525	Wellington Street	Milburn Road	East End of Road	1.7	224	75
43105	Holmes Road	Silverwood Drive	Davidson Road	0.9	1162	73
40645	Bradshaw Road	Steele Road	East End of Road	1.9	97	78
57670	Westport Road	2.70km West of Buck Bay Road	Buck Bay Road	2.7	841	67
Total :				27.6		

* Road section to be completed with the City of Kingston



Public Services

Design Projects	
Transportation Master Plan (1 st of 2 Years. 2024 estimated \$75,000)	\$50,000
Pre-Engineering Roads for Construction in 2024	\$45,000
Road 38 Preliminary Design (Kingston Rd to Murton Road)	\$120,000
Pleasant Valley Municipal Drain – Drainage Act Maintenance	\$16,500

Water System	
Sydenham Drinking Water System Improvements	\$22,000

Public Services

Other	
Traffic Counter Units	\$13,500
Sidewalk Construction	\$50,000
Guiderail Program	\$50,000
Streetlight Program	\$30,000
Electronic Portable Message Boards	\$50,000
Speed Monitoring Radar Sensor (OPP)	\$7,000



Public Services

Facilities	
New Monitoring Wells and Land/Water Rights Purchase - Loughborough Waste Site	\$115,000
Storrington Yard - Fabric Replacement on Salt Dome	\$80,000
Fabric Roof Panels (3) - Keeley Road Sand/Salt Dome	\$80,000
Verona Medical Clinic - Construction 2nd floor accessible entrance	\$60,000
Sydenham - Station 5 - Renovations/Repairs	\$120,000
Storrington Yard Fuel System	\$50,750
Building Condition Assessment Update	\$70,000

Public Services

Recreation	
Boat Launch/Water Access Review	\$25,000
Glendower Heritage Garden	\$20,000
Storrington Centre Audio Equipment	\$10,000
Storrington Centre Exterior Renovations	\$40,000
Centennial Park Accessible Washrooms - Design work	\$5,000
Glendower Park: Removal of old Equipment	\$10,000
Purchase of materials for Picnic Tables	\$20,000
Glendower Community Court Renewal	\$120,000
Centennial Park Playground Renewal	\$91,000
Inverary Playground Equipment Replacement	\$33,000
Princess Anne Building Repairs	\$15,000
Centennial Park Diamond and Soccer Bleacher Replace.	\$52,500
McMullen Park Building Remediation	\$25,000

Development Services

Vehicles and Studies	
New Building Vehicle	\$45,000
Zoning Bylaw Update	\$125,000
Community Planning Permit System	\$25,000
Napanee River Lakes Study Updated Floodplain Mapping (Pre-approved in 2022)	\$79,900

Questions?





Capital Project Detail Sheets

Corporate Services Projects

Project Information

 Project Name: **Climate Change Adaptation/Mitigation Strategy**

Type of Project: Plans/Studies

 Project Number: **23-03**

Basis for Activity: Other

Department: 1210 - CAO

Relationship to Strategic Plan: Priority #2 - Promote and support growth that meets the community's needs

Description: Development of Climate Change adaptation/mitigation strategy through the use of a consultant.

Rationale: Maintaining the integrity of our natural environment is a key priority in our strategic plan. The development of the climate change adaptation/mitigation strategy will set out key priorities along with a road map for the Township. This project will provide for the use of a consultant to help develop a climate change adaptation/mitigation strategy. The development of the strategy would include gaining an understanding of both public and council priorities. The plan once completed would provide staff with a clear tool to use in setting future priorities

Staff Contact: Louise Fragnito (lfragnito)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
55330 - Consultant	Expenses / Expenditure	0	25,000	0	25,000	0	0	0	0
Total		0	25,000	0	25,000	0	0	0	0

Project Information

 Project Name: **Strategic Plan Update**

Type of Project: Plans/Studies

 Project Number: **23-05**

Basis for Activity: Other

Department: 1210 - CAO

Relationship to Strategic Plan: N/A

Description: Update of Strategic Plan for new term of Council 2022-2026

Rationale: The Strategic Plan is a key document that sets out Council's priorities and provides the roadmap that guides municipal initiatives. It is one of the most important tools that the Township can use to bring together residents, members of Council, and municipal staff in the development of a common vision, direction, and goals for the community. The 2023 budget would provide for the use of a consultant to support the update of the current strategic plan.

Staff Contact: Louise Fragnito (lfragnito)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
55330 - Consultant	Expenses / Expenditure	0	15,000	0	15,000	0	0	0	0
Total		0	15,000	0	15,000	0	0	0	0

Project Information

 Project Name: **Town Hall Expansion Design**

Type of Project: Facilities

 Project Number: **23-08**

Basis for Activity: Growth Related

Department: 1210 - CAO

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

Description: Design of preferred Town Hall expansion option from feasibility study

Rationale: Upon completion of the Town Hall expansion feasibility study (early 2023), Council will select their preferred option. The next stage of the project will be to hire a consultant to develop drawings on the preferred option.

Staff Contact: Louise Fragnito (lfragnito)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
55330 - Consultant	Expenses / Expenditure	0	300,000	0	300,000	0	0	0	0
Total		0	300,000	0	300,000	0	0	0	0

Project Information

 Project Name: **Digital Modernization and Workflow Improvements Part 2**

Type of Project: Other

 Project Number: **23-09**

Basis for Activity: Other

Department: 1275 - Corporate Services

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

Description: The Township received funding to support the digitizing of records in both Treasury and Development Services in 2022 and through to March 2023. The project will require multiple years to complete, but digitization creates efficiencies in staff time, securing records in a digital format for archival purposes and removing old paper records from storage. The project will require one contract staff to the period of March 2023 through to April 2024 dedicated to the conversion of the records.

Rationale: Substantial efficiencies and cost savings will be created through the digitization of records. Digital records provide easy access to information in a structured consistent format and will provide room for additional offices.

Staff Contact: Shelley Stedall (sstedall)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
50100 - Wages	Expenses / Expenditure	0	75,000	0	75,000	0	0	0	0
Total		0	75,000	0	75,000	0	0	0	0

Project Information

Project Name: **Audio Visual System - Council Chambers and Backup**

Type of Project: Equipment

Project Number: **23-10**

Basis for Activity: Asset Renewal

Department: 1275 - Corporate Services

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

Description: Audio Visual Equipment in Council Chambers to be upgraded for improved sound quality and mobility by use of wireless equipment. Backup equipment for offsite locations or in case of any equipment failures.

Rationale: Current sound system in Council chambers is outdated and hard wired, which does not allow portability to other meeting rooms or offsite locations. Improved technology will improve sound quality. Second system will allow offsite meetings as well as meeting in Council Chambers and also provide equipment for backup in case of equipment failures.

Staff Contact: Shelley Stedall (sstedall)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
53310 - Materials	Expenses / Expenditure	0	30,000	0	30,000	0	0	0	0
Total		0	30,000	0	30,000	0	0	0	0



Capital Project Detail Sheets

Fire and Rescue Projects

Project Information

Project Name: **Volunteer Fire Fighter Recruitment**

Type of Project: Other

Project Number: **23-01**

Basis for Activity: Growth Related

Department: 2100 - Fire

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

Description: Recruitment for up to 24 Volunteer (Paid-on-Call) Firefighters for South Frontenac Fire & Rescue (SFFR)

Rationale: Human Resource staffing levels. Need to increase staffing levels at all stations to ensure adequate fire protection. This recruitment will maintain current service levels due to retirements, resignations, and staffing changes

Council pre approved this project in 2022 in order to begin the recruitment process on July 12, 2022 - Resolution # 22-29-07

Staff Contact: Darcy Knott (dknott)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
80500 - Non-PSAB	Expenses / Expenditure	1,418	137,000	0	137,000	0	0	0	0
Total		1,418	137,000	0	137,000	0	0	0	0
49650 - Reserve	Revenues / Funding Source	0	137,000	0	137,000	0	0	0	0
Total		0	137,000	0	137,000	0	0	0	0

Project Information

 Project Name: **New 2500gal Tanker**

Type of Project: Equipment

 Project Number: **23-02**

Basis for Activity: Asset Renewal

Department: 2100 - Fire

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

Description: New Replacement 2500gal Tanker

Council pre approved this project in 2022 for \$575,000, on July 12, 2022 - Resolution # 22-29-08

Rationale: Manufacturers build time is between 600-700 days.

Staff Contact: Darcy Knott (dknott)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
80105 - Fleet	Expenses / Expenditure	0	575,000	0	575,000	0	0	0	0
Total		0	575,000	0	575,000	0	0	0	0

Project Information

 Project Name: **Community Risk Assessment / Master Fire Plan**

Type of Project: Plans/Studies

 Project Number: **23-22**

Basis for Activity: Service Level Change

Department: 2100 - Fire

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

Description: Community Risk Assessment of Fire Services and Master Fire Plan

The Community Risk Assessment of the fire protection services, as required by legislation will be completed by a third party agency. Information gathered for the Community Risk Assessment would also support a Master Fire Plan. The RFP will include an optional price for a comprehensive Master Fire Plan.

Rationale: The Community Risk Assessment must be completed, per O. Reg. 378/18, and submitted to the Office of the Fire Marshal by July 1, 2024. A community risk assessment is a process of identifying, analyzing, evaluating and prioritizing risks to public safety to inform decisions about the provision of fire protection services.

Staff Contact: Darcy Knott (dknott)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
55290 - Contracted Services	Expenses / Expenditure	0	55,000	0	55,000	0	0	0	0
Total		0	55,000	0	55,000	0	0	0	0

Project Information

 Project Name: **Hose and Appliances**

Type of Project: Equipment

 Project Number: **23-23**

Basis for Activity: Asset Renewal

Department: 2100 - Fire

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

Description: Replacement Hoses and Appliances

Rationale: Part of the South Frontenac Fire & Rescue Fleet and Equipment Asset Management Plan. Includes an annual replacement of hose and appliances for structural firefighting operations. Annual costs and investments are spread out to reduce significant one time costs.

Staff Contact: Darcy Knott (dknott)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
80100 - Equipment	Expenses / Expenditure	0	20,000	0	20,000	0	0	0	0
Total		0	20,000	0	20,000	0	0	0	0

Project Information

 Project Name: **Bunker Gear Replacement - 8 Suits**

Type of Project: Equipment

 Project Number: **23-24**

Basis for Activity: Asset Renewal

Department: 2100 - Fire

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

Description: Annual Bunker Gear Replacement - 8 Suits

Rationale: Annual replacement and renewal ensures SFFR is meeting the requirements of NFPA 1851 for 10 year lifespan of Structural Firefighting Bunker Gear.

Staff Contact: Darcy Knott (dknott)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
80100 - Equipment	Expenses / Expenditure	0	25,000	0	25,000	0	0	0	0
Total		0	25,000	0	25,000	0	0	0	0

Project Information

 Project Name: **Ice Water Rescue Equipment Renewal**

Type of Project: Equipment

 Project Number: **23-25**

Basis for Activity: Asset Renewal

Department: 2100 - Fire

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

Description: Ice Water Rescue Equipment Renewal and Replacement

Rationale: Most of the Equipment for this level of service is past its usable lifespan (more than 15 years old). Renewal is necessary to ensure level of service is maintained and firefighters have the equipment and tools to perform dangerous operations

 16 Ice Water Suits - \$1000/suit
 3 Fortuna Rescue Devices (S341, S381, R351) - \$4000/Unit
 28 Lifejackets - \$500/item
 Life Saving Rope, Devices, Equipment, Poles - \$12,000

Staff Contact: Darcy Knott (dknott)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
80100 - Equipment	Expenses / Expenditure	0	54,000	0	54,000	0	0	0	0
Total		0	54,000	0	54,000	0	0	0	0

Project Information

 Project Name: **Firefighting Particulate Balaclava - 130**

Type of Project: Equipment

 Project Number: **23-26**

Basis for Activity: Other

Department: 2100 - Fire

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

Description: Structural Firefighting Particulate Balaclava - 130 units

Rationale: Cancer Prevention for firefighters. Increased level of protection identified in the Ministry of Labour Firefighter Cancer Prevention Checklist.

Staff Contact: Darcy Knott (dknott)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
80100 - Equipment	Expenses / Expenditure	0	19,500	0	19,500	0	0	0	0
Total		0	19,500	0	19,500	0	0	0	0



Capital Project Detail Sheets

Fleet Projects

Project Information

 Project Name: **Bulldozer**

Type of Project: Equipment

 Project Number: **23-70**

Basis for Activity: Asset Renewal

Department: 3000 - Overhead

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

Description: Replacement of unit BT-92 (#23103) 1977 Case 450 bulldozer (8,648 Hrs).

Rationale: Replacement of unit follows recommendation of the long term financial plan.

Staff Contact: Brian Kirk (bkirk)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
80105 - Fleet	Expenses / Expenditure	0	225,000	0	225,000	0	0	0	0
Total		0	225,000	0	225,000	0	0	0	0

Project Information

 Project Name: **Tandem Dump Truck/Plow**

Type of Project: Heavy Weight

 Project Number: **23-71**

Basis for Activity: Asset Renewal

Department: 3000 - Overhead

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

Description: Replacement of 2002 tandem axle dump truck/snow plow unit FT-27 (#33506) Sterling LT9513 Tandem (338,766KM).

Rationale: Replacement of unit follows the recommendation of the long term fleet plan.

Staff Contact: Brian Kirk (bkirk)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
80105 - Fleet	Expenses / Expenditure	0	350,000	0	350,000	0	0	0	0
Total		0	350,000	0	350,000	0	0	0	0

Project Information

 Project Name: **Asphalt Hot Box**

Type of Project: Equipment

 Project Number: **23-72**

Basis for Activity: Asset Renewal

Department: 3000 - Overhead

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

Description: Replacement of unit E331 (#23902) 2009 3-Ton hot box (7,836 Hrs).

Rationale: Replacement follows recommendation of long term fleet plan and required due to on-going maintenance costs.

Staff Contact: Brian Kirk (bkirk)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
80105 - Fleet	Expenses / Expenditure	0	48,000	0	48,000	0	0	0	0
Total		0	48,000	0	48,000	0	0	0	0

Project Information

 Project Name: **1/2 Ton Truck**

Type of Project: Light Weight

 Project Number: **23-73**

Basis for Activity: Asset Renewal

Department: 3000 - Overhead

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

Description: Replacement of unit 15-35 (#35003) 2015 Chevrolet Silverado 1500 1/2 Ton truck (242,175KM).

Rationale: Replacement of unit follows recommendation of long term fleet replacement plan.

Staff Contact: Brian Kirk (bkirk)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
80105 - Fleet	Expenses / Expenditure	0	50,000	0	50,000	0	0	0	0
Total		0	50,000	0	50,000	0	0	0	0

Project Information

 Project Name: **3/4 Ton Truck**

Type of Project: Light Weight

 Project Number: **23-74**

Basis for Activity: Asset Renewal

Department: 3000 - Overhead

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

Description: Replacement of unit 16-03 (#33208) 2016 Chevrolet Silverado 3/4 Ton truck (272,411 KM).

Rationale: Replacement follows recommendation of long term fleet plan.

Staff Contact: Brian Kirk (bkirk)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
80105 - Fleet	Expenses / Expenditure	0	75,000	0	75,000	0	0	0	0
Total		0	75,000	0	75,000	0	0	0	0

Project Information

 Project Name: **Tandem Axle Utility Trailer**

Type of Project: Equipment

 Project Number: **23-75**

Basis for Activity: Asset Renewal

Department: 0000 - General Municipal Activity

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

Description: Replacement for Unit 77 Single Axle Utility Trailer.

Rationale: Replacement of this trailer recommend to replace with the appropriate sized trailer for hauling the Kubota Mower and follows the fleet replacement plan.

Staff Contact: Brian Kirk (bkirk)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
80105 - Fleet	Expenses / Expenditure	0	6,500	0	6,500	0	0	0	0
Total		0	6,500	0	6,500	0	0	0	0

Project Information

 Project Name: **Sweeper Attachment**

Type of Project: Equipment

 Project Number: **23-76**

Basis for Activity: Service Level Change

Department: 0000 - General Municipal Activity

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

Description: Front power broom sweeper attachment for the new Kubota Tractor (22-97) with on board water system for dust suppression.

Rationale: Kubota tractor purchased in 2022 was plumbed with front hydraulics for future attachments. Sweeper would be used for shouldering grading operations, in advance of of patching, and for debris clean up.

Staff Contact: Brian Kirk (bkirk)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
80100 - Equipment	Expenses / Expenditure	0	45,000	0	45,000	0	0	0	0
Total		0	45,000	0	45,000	0	0	0	0

Project Information

 Project Name: **Snow Blower Attachment**

Type of Project: Equipment

 Project Number: **23-77**

Basis for Activity: Service Level Change

Department: 0000 - General Municipal Activity

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

Description: Snow blower attachment for the new Kubota Tractor (22-97) for snow removal.

Rationale: Kubota tractor purchased in 2022 was plumbed with front hydraulics for future attachments. Snow blower would be used for snow removal operations and able to load dump trucks.

Staff Contact: Brian Kirk (bkirk)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
80100 - Equipment	Expenses / Expenditure	0	30,000	0	30,000	0	0	0	0
Total		0	30,000	0	30,000	0	0	0	0

Project Information

 Project Name: **Light Duty SUVs (2)**

Type of Project: Light Weight

 Project Number: **23-78**

Basis for Activity: Growth Related

Department: 0000 - General Municipal Activity

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

Description: Purchase of two (2) new sport utility vehicles (SUV) for the operations and facilities technologists positions.

Rationale: Public Services Department requires two additional light duty vehicles to support the operations and facilities technologist positions.

Staff Contact: Brian Kirk (bkirk)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
80105 - Fleet	Expenses / Expenditure	0	85,000	0	85,000	0	0	0	0
Total		0	85,000	0	85,000	0	0	0	0

Project Information

 Project Name: **Light Duty Vehicle Hoist**

Type of Project: Facilities

 Project Number: **23-31**

Basis for Activity: Other

Department: 0000 - General Municipal Activity

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

Description: Installation of a light duty vehicle hoist in the Keeley Road fleet garage.

Rationale: A vehicle hoist for light duty vehicles will increase productivity and safety for maintenance repairs and service on the light duty fleet.

Staff Contact: Kyle Bolton (kbolton)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
80100 - Equipment	Expenses / Expenditure	0	40,000	0	40,000	0	0	0	0
Total		0	40,000	0	40,000	0	0	0	0

Project Information

 Project Name: **Automatic Vehicle Location System (AVL)**

Type of Project: Equipment

 Project Number: **23-34**

Basis for Activity: Service Level Change

Department: 0000 - General Municipal Activity

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

Description: Hardware installation for new AVL system. Program starting with the plow trucks.

Rationale: Current AVL system doesn't meet the departments needs for winter maintenance operations. Investment in a new system will able us to find efficiencies in our operations and provide accurate documentation for risk management.

Staff Contact: Kyle Bolton (kbolton)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
80105 - Fleet	Expenses / Expenditure	0	50,000	0	50,000	0	0	0	0
Total		0	50,000	0	50,000	0	0	0	0



Capital Project Detail Sheets

Roads Infrastructure Projects

Project Information

Project Name: **Sunbury Road (Battersea Rd to Factory Rd)**

Type of Project: Arterial Roadway

Project Number: **23-40**

Basis for Activity: Asset Renewal

Department: 3100 - Structures

Relationship to Strategic Plan: N/A

Description: ASSETS # 56635 & 56750
Reconstruction of 4.0km of Sunbury Road from Battersea Road to Factory Road. Construction to include full depth reclamation, placement of granular A materials and three lifts (140mm total) of superpave asphalt materials. Project will also include replacement of culverts, drainage improvements and new guiderail systems.

Rationale: Geotechnical study work has confirmed that Sunbury Road is not currently constructed to support the current traffic volumes and characteristics of the roadway. This section of roadway has sub-standard asphalt thicknesses ranging from 25mm to 70mm. Culverts along the section are also in poor condition and the Township experienced a major structure failure with a major culvert crossing in the spring of 2022.

Staff Contact: Troy Dunlop (tdunlop)

Project Finances

Description		Actuals		Budget					
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
55290 - Contracted Services	Expenses / Expenditure	0	3,685,000	0	3,685,000	0	0	0	0
55330 - Consultant	Expenses / Expenditure	0	115,000	0	115,000	0	0	0	0
Total		0	3,800,000	0	3,800,000	0	0	0	0

Project Information

Project Name: **Alton Road West (Road 38 to Loughborough Portland Boundary Road)**

Type of Project: Local Roadway

Project Number: **23-41**

Basis for Activity: Asset Renewal

Department: 3100 - Structures

Relationship to Strategic Plan: N/A

Description: ASSET # 40030
Reconstruction of 3.7km of Alton Road west from Road 38 to Loughborough Portland Boundary. Construction to include full depth reclamation, placement of granular A materials and a double surface treatment (chip seal). Project will also include drainage improvements and replacement of culverts and guiderail systems.

Rationale: Geotechnical study work has been confirmed that Alton Road West requires a full reconstruction to support the traffic volumes and characteristics of the roadway. Culverts along the section are also in disrepair. Unplanned maintenance levels on this road (cold patching) are growing difficult to keep up to service level requirements.

Staff Contact: Troy Dunlop (tdunlop)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
50100 - Wages	Expenses / Expenditure	0	93,000	0	93,000	0	0	0	0
53310 - Materials	Expenses / Expenditure	0	288,100	0	288,100	0	0	0	0
55290 - Contracted Services	Expenses / Expenditure	0	441,400	0	441,400	0	0	0	0
58001 - Internal Equipment	Expenses / Expenditure	0	106,900	0	106,900	0	0	0	0
Total		0	929,400	0	929,400	0	0	0	0

Project Information

Project Name: **North Shore Road (Hewlett Packard Road to Convery Lane)**

Type of Project: Local Roadway

Project Number: **23-42**

Basis for Activity: Asset Renewal

Department: 3100 - Structures

Relationship to Strategic Plan: N/A

Description: ASSET # 44665
 Double surface treatment on approximately 4.0km of North Shore Road from Hewlett Packard Road to Convery Lane. Construction to include pulverizing surface, adding and shaping granulars and placing new double surface treatment wear surface (chip seal). Road width will remain at 6m width and only critical drainage repairs will be performed.

Rationale: The unplanned maintenance on this roadway has reached the point where an intervention on the surface is necessary. The road surface has excessive hot/cold patch repairs throughout and places significant demands on road maintenance crews. Public Works has proposed that this road is pulverized, minor gravel added for re-shaping and a new DST surface is applied. Only critical drainage work will be performed.

Staff Contact: Troy Dunlop (tdunlop)

Project Finances

Description		Actuals		Budget					
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
50100 - Wages	Expenses / Expenditure	0	63,700	0	63,700	0	0	0	0
53310 - Materials	Expenses / Expenditure	0	197,400	0	197,400	0	0	0	0
55290 - Contracted Services	Expenses / Expenditure	0	302,400	0	302,400	0	0	0	0
58001 - Internal Equipment	Expenses / Expenditure	0	73,200	0	73,200	0	0	0	0
Total		0	636,700	0	636,700	0	0	0	0

Project Information

 Project Name: **Surface Treatment (LCB) Preservation**

Type of Project: Local Roadway

 Project Number: **23-43**

Basis for Activity: Asset Renewal

Department: 3100 - Structures

Relationship to Strategic Plan: N/A

Description: Rehabilitation of approximately 27km of surface treated roadways with localized repairs and application of a final LCB (low class bituminous) single surface treatment chip seal. A priority list has been attached as a project document with additional details on all forecasted roadways.

Rationale: The application of a single surface treatment chip seal is a key maintenance strategy for long term performance of the Township's road network of double surface treated roadways. Single surface treatments can add 5 to 7 years of added service life at a low unit cost and help manage unplanned maintenance expenses (potholes, cracking and edge break up).

Staff Contact: Troy Dunlop (tdunlop)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
50100 - Wages	Expenses / Expenditure	0	6,300	0	6,300	0	0	0	0
53310 - Materials	Expenses / Expenditure	0	78,300	0	78,300	0	0	0	0
55290 - Contracted Services	Expenses / Expenditure	0	706,300	0	706,300	0	0	0	0
58001 - Internal Equipment	Expenses / Expenditure	0	9,100	0	9,100	0	0	0	0
Total		0	800,000	0	800,000	0	0	0	0



**SOUTH
FRONTENAC**

TOWNSHIP OF SOUTH FRONTENAC - SURFACE TREATMENT PROGRAM

SURFACE TREATMENT - 2023 Preliminary Budget Overview

Public Services Department

2023 Single Surface Treatment Program - Preliminary

Section ID	Street	From Street	To Street	Length (Km)	AADT	PCI
46750	Wolfe Swamp Road	Colebrook Road	Petworth Road	2.9	422	58
40540	Bracken Road	Yarker Road 4	Mclean Road	1.55	519	50
44305	Mclean Road	Wallace Road	Colebrook Road	1.35	491	55
44530	Murton Road	1.35km East of Road 38	Murvale Road	0.9	810	58
44515	Murton Road	Road 38	1.35km East of Road 38	1.85	916	55
46270	Trousdale Road	Hinchinbrooke Road	Holleford Road	1.7	127	55
43015	Holleford Road	Trousdale Road	New Morin Road	1.8	127	72
42865	Hinchinbrooke Road	0.20km North of Road 38	0.29km North of Trousdale Road	1.6	477	67
45190	Quinn Road East	Road 38	East End of Road	1.6	136	67
44635	North Shore Crescent	Perth Road 10	Perth Road 10	1.1	279	67
43945	* Loughborough Drive Road	South End of Road	Sydenham Road	0.5	104	64
44470	* Mount Chesney Road	Battersea Road	Frontenac Road	0.4	245	81
44485	* Mount Chesney Road	Frontenac Road	Beach Nut Road	1.6	167	77
44455	* Mount Chesney Road	West End of Road	Battersea Road	1	233	76
46510	Wellington Street	United Street	Milburn Road	0.55	295	74
46525	Wellington Street	Milburn Road	East End of Road	1.7	224	75
43105	Holmes Road	Silverwood Drive	Davidson Road	0.9	1162	73
40645	Bradshaw Road	Steele Road	East End of Road	1.9	97	78
57670	Westport Road	2.70km West of Buck Bay Road	Buck Bay Road	2.7	841	67
Total :				27.6		

* Road section to be completed with the City of Kingston



**SOUTH
FRONTENAC**

Project Information

Project Name: **Culvert Replacement Wilmer Road**

Type of Project: Culvert

Project Number: **23-44**

Basis for Activity: Asset Renewal

Department: 3100 - Structures

Relationship to Strategic Plan: N/A

Description: CULVERT ASSET # 236
The Wilmer Road culvert is a partially submerged, 15m long, 2.1m diameter culvert that is located on Wilmer Road approximately 1.5km north of the intersection of Rutledge Road. The age of the culvert is unknown however records suggest that the pipe is in excess of 25 to 30 years of age. Available records indicate the guide rail and gabion wall features were constructed around 2010.

Rationale: The Wilmer Road culvert experienced a structural failure with the retaining wall systems on the inlet side (west side) of Wilmer Road following snow melt activities during the week of January 1st, 2023. The structure was assessed for emergency repairs by an independent engineering firm and recommendations are pointing toward the need for a full pipe replacement in 2023. Replacement options will target a replacement solution with a 75 year design life. This culvert was last assigned a rating of fair in 2018.

Staff Contact: Troy Dunlop (tdunlop)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
55290 - Contracted Services	Expenses / Expenditure	0	345,000	0	345,000	0	0	0	0
55330 - Consultant	Expenses / Expenditure	0	30,000	0	30,000	0	0	0	0
Total		0	375,000	0	375,000	0	0	0	0

Project Information

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

Type of Project: Culvert

 Project Number: **22-19**

Basis for Activity: Asset Renewal

Department: 3100 - Structures

Relationship to Strategic Plan: N/A

Description: ASSET # 12-CULV
 Replacement of 1.2m diameter x 28m long culvert structure on Opinicon Road approximately 1.5m east of Perth Road at Raymonds Corners.
 Funding for the project design was approved in 2022 and construction activities are now planned for 2023.

Rationale: The bottom of the culvert is currently rotting out and failing. A bridge condition index (BCI) rating of 13.09 (Very Poor) was given to the structure in 2021 by D. M. Wills & Associates. The out of travel distance for a detour at this crossing would be 62km which is a key factor in selecting an acceptable replacement solution. Design solutions must provide for a 75 year lifespan.

Staff Contact: Troy Dunlop (tdunlop)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
55290 - Contracted Services	Expenses / Expenditure	0	686,500	0	686,500	0	0	0	0
55330 - Consultant	Expenses / Expenditure	16,839	70,000	50,000	20,000	0	0	0	0
Total		16,839	756,500	50,000	706,500	0	0	0	0

Project Information

 Project Name: **Design - Various OSIM Structures**

Type of Project: Bridge

 Project Number: **23-46**

Basis for Activity: Asset Renewal

Department: 3100 - Structures

Relationship to Strategic Plan: N/A

Description: Design work for OSIM bridge and culvert structures forecasted to be rehabilitated or replaced in 2024 or 2025. Maynard Bridge on Burnt Hills Road (#63550), Bracken Creek Culvert on Yarker Road (# 63120) and Claire Road Box Culvert (#63510). An allowance is also included for engineering design support for miscellaneous repairs elsewhere in network.

Rationale: Maynard Bridge (#63550) is 7.5m W x 25m L and is located on Burnt Hills Road with planned rehabilitation - BCI rating of 69.03 (2021). Bracken Culvert (#63120) is 4.4m W x 21m L and is located on Yarker Road with planned replacement - BCI rating of 38.09 (2021). Claire Road Culvert (#63510) is 3.5m W x 4.8m L and is planned for replacement - BCI rating of 24.45 (2021)

Staff Contact: Troy Dunlop (tdunlop)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
55330 - Consultant	Expenses / Expenditure	0	100,000	0	100,000	0	0	0	0
Total		0	100,000	0	100,000	0	0	0	0

Project Information

 Project Name: **Transportation Master Plan**

Type of Project: Plans/Studies

 Project Number: **23-49**

Basis for Activity: Growth Related

Department: 3000 - Overhead

Relationship to Strategic Plan: Priority #2 - Promote and support growth that meets the community's needs

Description: Complete a Transportation Master Plan to determine transportation network needs (capacity) to support both current (existing) and future residential and commercial growth through the forecasted growth period of the new Official Plan. The TMP would also provide policy guidance and direction on Active Transportation needs.

Rationale: The Transportation Master Plan is identified as a strategic study within the Long Term Financial Plan and is intended to provide guidance for infrastructure planning for transportation systems to support the capacity needs within the study horizon of the Official Plan. The TMP also provides background study work to support the determination of Development Charge fees to help recover the costs of new infrastructure needs driven by growth. Extensive background traffic count work was carried out across the Township in the spring and summer of 2022 in anticipation of this study in 2023.

Staff Contact: Troy Dunlop (tdunlop)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
55330 - Consultant	Expenses / Expenditure	0	125,000	0	50,000	75,000	0	0	0
Total		0	125,000	0	50,000	75,000	0	0	0

Project Information

 Project Name: **Pre-Engineering Roads 2024**

Type of Project: Local Roadway

 Project Number: **23-50**

Basis for Activity: Asset Renewal

Department: 3100 - Structures

Relationship to Strategic Plan: N/A

Description: Geotechnical Investigations and Topographic Survey Work initiated in 2023 to support road construction programs planned for 2024.

Rationale: The design process for road reconstruction projects requires a 2 to 3 year timeframe to address pre-engineering activities, topographic surveys, stakeholder engagement, drainage permits, utility relocation, and property acquisition (where necessary). The adoption of a 5 year roads plan in 2023 will help refine pre-engineering allocations to be set year over year.

Staff Contact: Troy Dunlop (tdunlop)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
55330 - Consultant	Expenses / Expenditure	0	45,000	0	45,000	0	0	0	0
Total		0	45,000	0	45,000	0	0	0	0

Project Information

 Project Name: **Pleasant Valley Municipal Drain - Drainage Act Maintenance**

Type of Project: Plans/Studies

 Project Number: **23-51**

Basis for Activity: Other

Department: 3100 - Structures

Relationship to Strategic Plan: N/A

Description: Consulting fees for the preparation of the drainage reports, permits and tender documents required under the Drainage Act for proposed maintenance activities on the Pleasant Valley Municipal Drain in Hartington.

Rationale: In May of 2021, the Township received a report from the Robinson Consultants (Drainage Superintendent) who were commissioned under the Drainage Act to assess maintenance requirements for the Pleasant Valley Municipal Drain. This report identified the municipal drain had issues present throughout on the channel capacity on the 6.5km drain. Maintenance of the drain is required to support agriculture and growth changes.

Staff Contact: Troy Dunlop (tdunlop)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
55330 - Consultant	Expenses / Expenditure	0	16,500	0	16,500	0	0	0	0
Total		0	16,500	0	16,500	0	0	0	0

Project Information

Project Name: **Gravel Road Granular Renewal**

Type of Project: Local Roadway

Project Number: **23-52**

Basis for Activity: Service Level Change

Department: 3100 - Structures

Relationship to Strategic Plan: N/A

Description: Allocation of enhanced dedicated capital funding toward the improvements to gravel roads through re-gravelling (100mm), widenings and introducing new roadside drainage improvements on priority roads identified in the 2022 Road Needs Study.

Rationale: The development of a dedicated capital contribution towards gravel road upgrades is a key recommendation of the 2022 Road Needs Study. These investments will improve customer level of service levels and will work toward reducing unplanned maintenance costs over time.

Staff Contact: Troy Dunlop (tdunlop)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
50100 - Wages	Expenses / Expenditure	0	37,000	0	37,000	0	0	0	0
53310 - Materials	Expenses / Expenditure	0	187,000	0	187,000	0	0	0	0
55290 - Contracted Services	Expenses / Expenditure	0	200,000	0	200,000	0	0	0	0
58001 - Internal Equipment	Expenses / Expenditure	0	76,000	0	76,000	0	0	0	0
Total		0	500,000	0	500,000	0	0	0	0

Project Information

 Project Name: **Sydenham Drinking Water System**

Type of Project: Water Main

 Project Number: **23-53**

Basis for Activity: Asset Renewal

Department: 3100 - Structures

Relationship to Strategic Plan: N/A

Description: Upgrades to the Sydenham Drinking Water system in accordance with the long term capital plan by Utilities Kingston. Refer to list of individual projects under the comments section.
 Water Treatment Plant - Replace and Rebuild Decant Pump (\$7500) and Service and replacement of parts for UV disinfection system (\$5,000)
 Water Storage - Remote Operated Vehicle (submerged) inspections for the inside of the water storage tower (\$3,500)
 Water Distribution - Two replacement sampling stations on distribution system (self draining and lockable) - 4 dead ends total (\$6,000)

Rationale: All of these Capital works activities are required in support operations, compliance and asset management needs for the utility.

Staff Contact: Troy Dunlop (tdunlop)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
55290 - Contracted Services	Expenses / Expenditure	0	22,000	0	22,000	0	0	0	0
Total		0	22,000	0	22,000	0	0	0	0

Project Information

 Project Name: **Traffic Counter Units**

Type of Project: Equipment

 Project Number: **23-55**

Basis for Activity: Asset Renewal

Department: 3100 - Structures

Relationship to Strategic Plan: N/A

Description: Purchase of four (4) new traffic counter units to support traffic count and speed survey programs.

Rationale: The Township currently has 8 traffic counter units and the older models are showing signs of unreliability. Two units have already failed or malfunctioned in 2022. Software issues are also being encountered when processing data. It is recommended that four new units be replaced as part of the 2023 budget. Alternative equipment options are also needed to support counting on gravel roadways.

Staff Contact: Troy Dunlop (tdunlop)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
80100 - Equipment	Expenses / Expenditure	0	13,500	0	13,500	0	0	0	0
Total		0	13,500	0	13,500	0	0	0	0

Project Information

 Project Name: **Road 38 Preliminary Design (Kingston Rd to Murton Road)**

Type of Project: Arterial Roadway

 Project Number: **23-56**

Basis for Activity: Asset Renewal

Department: 3100 - Structures

Relationship to Strategic Plan: N/A

Description: Project will include the preliminary design requirements required under the Municipal Class EA process for reconstruction of approximately 5.8km of Road 38 including the Murvale Creek culvert (#63110). Preliminary design work to include traffic modelling and capacity analysis (climate adaptation), geotechnical investigations, soils characterizations, hydrologic/hydraulic analysis for major crossings, natural heritage/species at risk review, geometrics, road safety reviews, active transportation considerations, stakeholder consultation and recommended concept to be carried forward for detailed design.

Rationale: The advancement of the preliminary design meets the requirement of the Municipal Class EA process and will provide guidance on the reconstruction of the Township's highest volume arterial roadway. This project was identified as a priority in the Strategic Plan and Asset Management Plan.

Staff Contact: Troy Dunlop (tdunlop)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
55330 - Consultant	Expenses / Expenditure	0	120,000	0	120,000	0	0	0	0
Total		0	120,000	0	120,000	0	0	0	0
46500 - Other	Revenues / Funding Source	0	0	0	0	0	0	0	0
49650 - Reserve	Revenues / Funding Source	0	120,000	0	120,000	0	0	0	0
Total		0	120,000	0	120,000	0	0	0	0

Project Information

 Project Name: **Arterial Reserve (Road 38)**

Type of Project: Arterial Roadway

 Project Number: **21-R09**

Basis for Activity: Growth Related

Department: 3300 - Hardtop

Relationship to Strategic Plan: N/A

Description: Arterial reserve allocation for future funding of Road 38. Additional funds from 2023 budget will be transferred to the reserve for this project.

Rationale: 2022 represents the last year of a 4 year plan to aside funds to partial fund upgrades to Road 38. Road 38 from the City boundary to Harrowsmith is currently in the long range financial plan under 2023 and 2024 with a cost estimate of 7.1 million.

Staff Contact: Troy Dunlop (tdunlop)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
58030 - Reserves	Expenses / Expenditure	1,100,000	1,920,000	1,650,000	270,000	0	0	0	0
Total		1,100,000	1,920,000	1,650,000	270,000	0	0	0	0
40000 - Taxation	Revenues / Funding Source	1,100,000	1,920,000	1,650,000	270,000	0	0	0	0
Total		1,100,000	1,920,000	1,650,000	270,000	0	0	0	0

Project Information

Project Name: **Electronic Portable Message Boards**

Type of Project: Equipment

Project Number: **23-30**

Basis for Activity: Growth Related

Department: 0000 - General Municipal Activity

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

Description: Purchase of two new electronic portable message boards that can be used for communication and advertising (road closures, community events, public engagement, etc).

Rationale: The Public Services Department uses the portable variable message boards to advertise road closures, construction projects, and community events. The purchase of two additional message boards will allow us to sign two locations or projects at the same time. It also provides coverage for emergencies and accidents.

Staff Contact: Kyle Bolton (kbolton)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
80100 - Equipment	Expenses / Expenditure	0	50,000	0	50,000	0	0	0	0
Total		0	50,000	0	50,000	0	0	0	0

Project Information

 Project Name: **Speed Monitoring Radar Sensor**

Type of Project: Equipment

 Project Number: **23-33**

Basis for Activity: Growth Related

Department: 0000 - General Municipal Activity

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

Description: Black Cat radar detection sensor for police services.

Rationale: Speed radar detection device requested by the Police Services Board to be paid from OPP Reserve. Township received speed data from the device.

Staff Contact: Kyle Bolton (kbolton)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
80100 - Equipment	Expenses / Expenditure	0	7,000	0	7,000	0	0	0	0
Total		0	7,000	0	7,000	0	0	0	0

Project Information

Project Name: **Sidewalk Construction - Battersea Village**

Type of Project: Roadside

Project Number: **21-R06**

Basis for Activity: Other

Department: 3100 - Structures

Relationship to Strategic Plan: N/A

Description: Annual sidewalk allocation as per Long Range Financial Plan. 2023 allocation will complete funding requirements for new sidewalk extension 260m from bridge to Battersea Park.

Rationale: The Battersea Village sidewalk extension was included in the budget for 2021 but deferred. The design work for the sidewalk extension has been advanced for this project in 2022 with works tender ready in March 2023.

Staff Contact: Troy Dunlop (tdunlop)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
55290 - Contracted Services	Expenses / Expenditure	4,620	300,000	100,000	50,000	50,000	50,000	50,000	0
Total		4,620	300,000	100,000	50,000	50,000	50,000	50,000	0
40000 - Taxation	Revenues / Funding Source	0	300,000	100,000	50,000	50,000	50,000	50,000	0
Total		0	300,000	100,000	50,000	50,000	50,000	50,000	0

Project Information

Project Name: **Guiderail Program**

Type of Project: Roadside

Project Number: **21-R07**

Basis for Activity: Asset Renewal

Department: 3100 - Structures

Relationship to Strategic Plan: N/A

Description: Annual guiderail replacement allocation as per Long Term Financial Plan. The 2023 program will also include third party inspections to obtain improved condition ratings on the assets.

Rationale: A portion of guiderail funding in 2023 will be utilized to carry out third party field inspections program with priorities identified using a risk management approach. Service level changes are expected to follow in funding levels beginning in 2024. Replacements in 2023 will target upgrades to guiderail systems to minimize roadside safety hazards.

Staff Contact: Troy Dunlop (tdunlop)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
53310 - Materials	Expenses / Expenditure	57,332	0	0	0	0	0	0	0
55290 - Contracted Services	Expenses / Expenditure	33,693	300,000	100,000	50,000	50,000	50,000	50,000	0
Total		91,024	300,000	100,000	50,000	50,000	50,000	50,000	0
40000 - Taxation	Revenues / Funding Source	0	300,000	100,000	50,000	50,000	50,000	50,000	0
Total		0	300,000	100,000	50,000	50,000	50,000	50,000	0

Project Information

 Project Name: **Streetlight Program**

Type of Project: Other

 Project Number: **21-R08**

Basis for Activity: Growth Related

Department: 3650 - Street Lights

Relationship to Strategic Plan: Priority #2 - Promote and support growth that meets the community's needs

Description: 2023 program will include the addition of three (3) new street lights within the transportation network.

Rationale: The objective of the Streetlight Program is to improve streetlighting (marker lighting) at intersections to for enhanced traffic safety. Safety enhancements are greatest where lighting improvements are added along high volume, high speed roadways and will remain a part of the core focus of the program. Public Services will be developing a local policy for prioritizing new lighting installation based on the guidelines of the Transportation of Canada – Illumination of Isolated Rural Intersections 2001.

Staff Contact: Jamie Brash (jbrash)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
55290 - Contracted Services	Expenses / Expenditure	50,642	280,000	160,000	30,000	30,000	30,000	30,000	0
80100 - Equipment	Expenses / Expenditure	9,998	0	0	0	0	0	0	0
Total		60,640	280,000	160,000	30,000	30,000	30,000	30,000	0
49650 - Reserve	Revenues / Funding Source	0	220,000	100,000	30,000	30,000	30,000	30,000	0
49651 - Reserve - Obligatory	Revenues / Funding Source	0	30,000	30,000	0	0	0	0	0
Total		0	250,000	130,000	30,000	30,000	30,000	30,000	0



Capital Project Detail Sheets

Facilities Projects

Project Information

 Project Name: **New Monitoring Wells and Land/Water Rights Purchase - Loughborough Waste Site**

Type of Project: Other

 Project Number: **22-32**

Basis for Activity: Other

Department: 5000 - Solid Waste

Relationship to Strategic Plan: Priority #2 - Promote and support growth that meets the community's needs

Description: Additional land/water rights must be purchased to allow additional monitoring wells to be installed that will provide the necessary groundwater sampling required by the MECP to achieve final approval of Phase 2B at the Loughborough Waste Site.

Rationale: To achieve final approval from MECP for Phase 2B of Loughborough Waste Site.

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
55290 - Contracted Services	Expenses / Expenditure	0	68,000	50,000	18,000	0	0	0	0
80200 - Land	Expenses / Expenditure	0	197,000	100,000	97,000	0	0	0	0
80500 - Non-PSAB	Expenses / Expenditure	42,529	0	0	0	0	0	0	0
Total		42,529	265,000	150,000	115,000	0	0	0	0
49650 - Reserve	Revenues / Funding Source	0	265,000	150,000	115,000	0	0	0	0
Total		0	265,000	150,000	115,000	0	0	0	0

Project Information

Project Name: **Storrington Yard - Fabric Replacement on Salt Dome**

Type of Project: Facilities

Project Number: **22-33**

Basis for Activity: Asset Renewal

Department: 3000 - Overhead

Relationship to Strategic Plan: N/A

Description: 2022: Fabric replacement on existing salt dome
2023: Additional 8 Panels required

Rationale: 2022: The fabric has failed on three panels at the front and needs to be replaced under a pro-rated fabric warranty. The \$35,000 is our deductible for the project.
2023: All panels are failing and thus require removal

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
55290 - Contracted Services	Expenses / Expenditure	10,972	115,000	35,000	80,000	0	0	0	0
Total		10,972	115,000	35,000	80,000	0	0	0	0
49650 - Reserve	Revenues / Funding Source	0	115,000	35,000	80,000	0	0	0	0
Total		0	115,000	35,000	80,000	0	0	0	0

Project Information

 Project Name: **Fabric Roof Panels (3) - Keeley Road Sand/Salt Dome**

Type of Project: Other

 Project Number: **22-51**

Basis for Activity: Other

Department: 3000 - Overhead

Relationship to Strategic Plan: N/A

 Description: 2022 Notes: 3 panels replaced due to material failure
 2023 Notes: 8 additional panels require replacement

Rationale: 2023 Notes: 8 additional panels require replacement due to material failure and thus fund from 2022 to be carried over with additional added for

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
55290 - Contracted Services	Expenses / Expenditure	0	80,000	0	80,000	0	0	0	0
80115 - Building-Renovations	Expenses / Expenditure	32,060	35,000	35,000	0	0	0	0	0
Total		32,060	115,000	35,000	80,000	0	0	0	0
49650 - Reserve	Revenues / Funding Source	0	115,000	35,000	80,000	0	0	0	0
Total		0	115,000	35,000	80,000	0	0	0	0

Project Information

 Project Name: **Verona Medical Clinic - Construction 2nd floor accessible entrance**

Type of Project: Facilities

 Project Number: **23-60**

Basis for Activity: Service Level Change

Department: 3100 - Structures

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

Description: Renovation required to meet accessibility requirements.

Rationale: Renovation required to install ramp for 2nd floor entrance.

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
55290 - Contracted Services	Expenses / Expenditure	0	60,000	0	60,000	0	0	0	0
Total		0	60,000	0	60,000	0	0	0	0

Project Information

 Project Name: **Sydenham - Station 5 - Renovations/Repairs**

Type of Project: Facilities

 Project Number: **23-63**

Basis for Activity: Asset Renewal

Department: 3100 - Structures

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

Description: Parking lot paving and building exterior repairs.

Rationale: Parking lot grading & paving required to improve drainage and functionality of the site. Asset renewal as per Building Condition Assessment.

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
55290 - Contracted Services	Expenses / Expenditure	0	120,000	0	120,000	0	0	0	0
Total		0	120,000	0	120,000	0	0	0	0

Project Information

Project Name: **Storrington Yard Fuel System**

Type of Project: Equipment

Project Number: **23-65**

Basis for Activity: Other

Department: 3100 - Structures

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

Description: Fuel Cardlock System
New Tanks
Site Works/Power

Rationale: Provide Gasoline and Diesel at the Storrington yard with cardlock system for Public Services and Fire Department.

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
53310 - Materials	Expenses / Expenditure	0	5,000	0	5,000	0	0	0	0
55290 - Contracted Services	Expenses / Expenditure	0	25,000	0	25,000	0	0	0	0
80100 - Equipment	Expenses / Expenditure	0	20,705	0	20,705	0	0	0	0
Total		0	50,705	0	50,705	0	0	0	0

Project Information

 Project Name: **Building Condition Assessment Update**

Type of Project: Plans/Studies

 Project Number: **23-66**

Basis for Activity: Other

Department: 3000 - Overhead

Relationship to Strategic Plan: Priority #2 - Promote and support growth that meets the community's needs

Description: Review and update the current BCA

Rationale: Updated building condition assessment is required. Previous assessment was completed in 2017. Provides critical information to develop multi year asset management plan.

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
55330 - Consultant	Expenses / Expenditure	0	70,000	0	70,000	0	0	0	0
Total		0	70,000	0	70,000	0	0	0	0



Capital Project Detail Sheets

Recreation Projects

Project Information

 Project Name: **Boat Launch/Water Access Review**

Type of Project: Plans/Studies

 Project Number: **23-80**

Basis for Activity: Asset Renewal

Department: 8000 - Parks & Recreation

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

Description: The Township's twenty boat launches/water access are a critical aspect of waterfront recreation in South Frontenac. A detailed review and site investigative work is needed to gather technical information to help understand how each location may be improved over the short, medium and long term to best serve the community.

Rationale: Keeping these locations in good condition while maximizing their potential to ensure they can accommodate future demands should be a focus of the Township.

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
55330 - Consultant	Expenses / Expenditure	0	25,000	0	25,000	0	0	0	0
Total		0	25,000	0	25,000	0	0	0	0

Project Information

 Project Name: **Glendower Heritage Garden**

Type of Project: Park

 Project Number: **23-83**

Basis for Activity: Other

Department: 8000 - Parks & Recreation

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

Description: The project will introduce a community garden to the neighbourhood park that will feature public art, an accessible pathway, edible trees and heritage/heirloom plants.

Rationale: Supported by the Recreation, Parks and Leisure Master Plan

It will incorporate the memorial bench for Councillor Pat Barr.

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
55290 - Contracted Services	Expenses / Expenditure	0	20,000	0	20,000	0	0	0	0
Total		0	20,000	0	20,000	0	0	0	0

Project Information

 Project Name: **Storrington Centre Equipment**

Type of Project: Equipment

 Project Number: **23-84**

Basis for Activity: Other

Department: 8000 - Parks & Recreation

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

 Description: Audio Visual equipment (digital screen, audio equipment, speakers)
 Furniture replacement
 Storage shelving

Rationale: Supports the recent renovations and user groups

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
80100 - Equipment	Expenses / Expenditure	0	10,000	0	10,000	0	0	0	0
Total		0	10,000	0	10,000	0	0	0	0

Project Information

 Project Name: **Storrington Centre Exterior Renovations**

Type of Project: Facilities

 Project Number: **23-85**

Basis for Activity: Asset Renewal

Department: 3100 - Structures

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

Description: Exterior renovations to replace eaves, flashing, roof work, roof top Unit/heat pump

Rationale: Asset Renewal supported by BCA

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
55290 - Contracted Services	Expenses / Expenditure	0	40,000	0	40,000	0	0	0	0
Total		0	40,000	0	40,000	0	0	0	0

Project Information

 Project Name: **Centennial Park Accessible Washrooms - Design work**

Type of Project: Plans/Studies

 Project Number: **23-86**

Basis for Activity: Service Level Change

Department: 8000 - Parks & Recreation

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

Description: Design work in 2023 with project to occur in 2024

Rationale: Supports AODA facility upgrades

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
55290 - Contracted Services	Expenses / Expenditure	0	5,000	0	5,000	0	0	0	0
Total		0	5,000	0	5,000	0	0	0	0

Project Information

 Project Name: **Glendower Park: Removal of old Equipment**

Type of Project: Other

 Project Number: **23-87**

Basis for Activity: Other

Department: 8000 - Parks & Recreation

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

Description: Removal of old Bleachers, backstop, lights that are no longer required. Equipment is non-operational.

 Rationale: Reduce Risk and Liability
Supported by the Recreation, Parks and Leisure Master Plan

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
55290 - Contracted Services	Expenses / Expenditure	0	10,000	0	10,000	0	0	0	0
Total		0	10,000	0	10,000	0	0	0	0

Project Information

 Project Name: **Purchase of materials for Picnic Tables**

Type of Project: Equipment

 Project Number: **23-88**

Basis for Activity: Growth Related

Department: 8000 - Parks & Recreation

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

Description: Purchase of materials for the construction of 20 picnic tables. Steel frames with wood tops.

Rationale: Currently the Township has re-locate picnic tables to support events that occur in SF. The construction of 20 new tables will increase our inventory are allow us to replace damaged tables and reduce the need to transport tables.

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
53310 - Materials	Expenses / Expenditure	0	20,000	0	20,000	0	0	0	0
Total		0	20,000	0	20,000	0	0	0	0

Project Information

 Project Name: **Glendower Community Court Renewal**

Type of Project: Facilities

 Project Number: **23-89**

Basis for Activity: Asset Renewal

Department: 8000 - Parks & Recreation

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

Description: Resurface the Glendower Community Courts to support Tennis, Pickleball and Basketball in order to complete the renewal of our community court inventory.

Rationale: As per Recreation, Parks and Leisure Master Plan, BCA, Risk/Liability issue.

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
55290 - Contracted Services	Expenses / Expenditure	0	120,000	0	120,000	0	0	0	0
Total		0	120,000	0	120,000	0	0	0	0

Project Information

 Project Name: **Centennial Park Playground Renewal**

Type of Project: Equipment

 Project Number: **23-100**

Basis for Activity: Asset Renewal

Department: 8000 - Parks & Recreation

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

 Description: Replacement of surface for both the swing set and play structure
Replacement of swing set

 Rationale: In order to meet A.O.D.A Built Environment standards we need to schedule the annual replacement of playground surfaces with the approved rubber material
Swingset needs to be replaced as per playground safety standards

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
53310 - Materials	Expenses / Expenditure	0	75,000	0	75,000	0	0	0	0
80100 - Equipment	Expenses / Expenditure	0	16,000	0	16,000	0	0	0	0
Total		0	91,000	0	91,000	0	0	0	0

Project Information

 Project Name: **Inverary Playground Equipment Replacement**

Type of Project: Equipment

 Project Number: **23-101**

Basis for Activity: Asset Renewal

Department: 8000 - Parks & Recreation

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

Description: Swing set and playground structure replacement

Rationale: To meet the requirements of the playground safety standards and as part of annual replacement plan

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
80100 - Equipment	Expenses / Expenditure	0	33,000	0	33,000	0	0	0	0
Total		0	33,000	0	33,000	0	0	0	0

Project Information

 Project Name: **Princess Anne Building Repairs**

Type of Project: Facilities

 Project Number: **23-103**

Basis for Activity: Asset Renewal

Department: 3100 - Structures

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

Description: Replace and protect radiant heat piping system.

Rationale: Repairs to the radiant heat system piping to reduce ongoing maintenance costs at the Princess Anne building.

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
55290 - Contracted Services	Expenses / Expenditure	0	15,000	0	15,000	0	0	0	0
Total		0	15,000	0	15,000	0	0	0	0

Project Information

 Project Name: **Cenntennial Park Diamond and Soccer Bleacher Replacement**

Type of Project: Equipment

 Project Number: **23-104**

Basis for Activity: Asset Renewal

Department: 8000 - Parks & Recreation

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

Description: Replace concrete bleachers at Diamond (4) and old Soccer field bleacher (3) Replacement

 Rationale: Asset renewal as condition of existing bleachers are in poor condition and passed their life cycle.
Risk and Liability issue

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
80100 - Equipment	Expenses / Expenditure	0	52,500	0	52,500	0	0	0	0
Total		0	52,500	0	52,500	0	0	0	0

Project Information

 Project Name: **McMullen Park Building Remediation**

Type of Project: Facilities

 Project Number: **23-105**

Basis for Activity: Asset Renewal

Department: 3100 - Structures

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

Description: Wall remediation from water damage and gutter toppers on the eavestrough to prevent water backing up

Rationale: As per the BCA and inspections, the McMullen Park Building is in need of remediation to deal with water damage. This facility is also identified as a potential clubhouse to support the Verona court activities and a space for community programming.

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
55290 - Contracted Services	Expenses / Expenditure	0	25,000	0	25,000	0	0	0	0
Total		0	25,000	0	25,000	0	0	0	0



Capital Project Detail Sheets

Development Services Projects

Project Information

 Project Name: **New Building Vehicle**

Type of Project: Light Weight

 Project Number: **23-04**

Basis for Activity: Service Level Change

Department: 2605 - Building

Relationship to Strategic Plan: Priority #2 - Promote and support growth that meets the community's needs

Description: New building Vehicle - SUV for building inspector

Rationale: A new building inspector was added in 2022 budget but the budget did not plan for the purchase of a new vehicle for the position. Each building inspector requires their own individual vehicle.

Staff Contact: Tom Berriault (tberriault)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
80105 - Fleet	Expenses / Expenditure	0	45,000	0	45,000	0	0	0	0
Total		0	45,000	0	45,000	0	0	0	0

Project Information

 Project Name: **Zoning Bylaw Update**

Type of Project: Plans/Studies

 Project Number: **23-06**

Basis for Activity: Other

Department: 9000 - Planning

Relationship to Strategic Plan: Priority #2 - Promote and support growth that meets the community's needs

Description: Update of Zoning bylaw following the completion of the Official Plan

Rationale: The update to the zoning bylaw will bring it into conformity with the new Official Plan. This will involve a review of the existing zoning by-law regulations and mapping against the policies and land use designations in the new Official Plan. The zoning bylaw is a critical document in the day to day administration of land use planning. It is anticipated that the project will be completed in 2024.

Staff Contact: Brad Wright (bwright)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
55330 - Consultant	Expenses / Expenditure	0	125,000	0	125,000	0	0	0	0
Total		0	125,000	0	125,000	0	0	0	0

Project Information

 Project Name: **Community Planning Permit System**

Type of Project: Plans/Studies

 Project Number: **23-07**

Basis for Activity: Other

Department: 9000 - Planning

Relationship to Strategic Plan: Priority #2 - Promote and support growth that meets the community's needs

Description: Community Planning Permit System (CPPS) for Waterfront Development

Rationale: This is a joint project with the County and the other Frontenacs. The allocated budget dollars is South Frontenac's share to provide for a consultant to undertake the background study and draft a by-law. The CPPS is a tool that make development approval processes more streamlined and efficient, get housing to market quicker, and creates certainty and transparency for the community, landowners and developers. The focus of CPPS would be geared towards Waterfront Development.

Staff Contact: Brad Wright (bwright)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
55330 - Consultant	Expenses / Expenditure	0	25,000	0	25,000	0	0	0	0
Total		0	25,000	0	25,000	0	0	0	0

Project Information

 Project Name: **Napanee River Lakes Study Updated Floodplain Mapping**

Type of Project: Plans/Studies

 Project Number: **22-60**

Basis for Activity: Other

Department: 9000 - Planning

Relationship to Strategic Plan: N/A

Description: Updated Floodplain mapping for the Napanee River Upper Lakes in South Frontenac. Approved by Council Dec 6, 2022 through Resolution 2022-04-08

Rationale: The study area includes all lakes within the Napanee River watershed that are located upstream of the Hardwood Creek Dam near Highway 38 (Attachment 1). The study area either does not have floodplain mapping or has mapping that is over 40 years old and out of date. Approximately 900 parcels of land and a population of 2,300 residents are within the study area.

Staff Contact: Brad Wright (bwright)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2023	2024	2025	2026	2027
80500 - Non-PSAB	Expenses / Expenditure	0	79,900	0	79,900	0	0	0	0
Total		0	79,900	0	79,900	0	0	0	0

Township of South Frontenac Staff Report



To: Council

Prepared by: Development Services Department

Date of Meeting: January 17, 2023

Subject: **Benefits of Implementing a Community Planning Permit System for Shoreline Protection**

Summary

Building upon the delegation from County staff on a Community Planning Permit System (CPPS), this report provides a summary of the purpose and benefits of implementing such a planning tool, to specific areas, such as waterfront properties.

Recommendation

This report is for information only.

Background

The Community Planning Permit System (CPPS) is a relatively new and alternative land use planning tool which provides several benefits, particularly with streamlining the development application approval process while protecting shorelines. Through the enactment of Bill 73, Smart Growth for Our Communities Act (2015), municipalities were given the power to create a CPPS in their communities.

The CPPS is a planning tool available to municipalities in Ontario that combines zoning by-law amendments, minor variances, and site plan control applications under one application process. In addition, under the CPPS, the definition of “development” includes site alteration (e.g., grading changes) and vegetation removal (e.g., tree cutting). This allows municipalities to address matters such as:

- protecting and preserving existing natural vegetation
- placing of fill (for example, excess soil from another site)

Under this definition of “development”, a municipality has greater control over varying types of development that can negatively impact the environment, specifically shorelines and water resources.

The CPPS provides:

- An approvals system to create certainty and transparency for the community, landowners, and developers.

- More timely approvals for applications that meet standards and guidelines.
- Outcomes that more closely align with community vision.
- A tool to help get housing to market quicker.

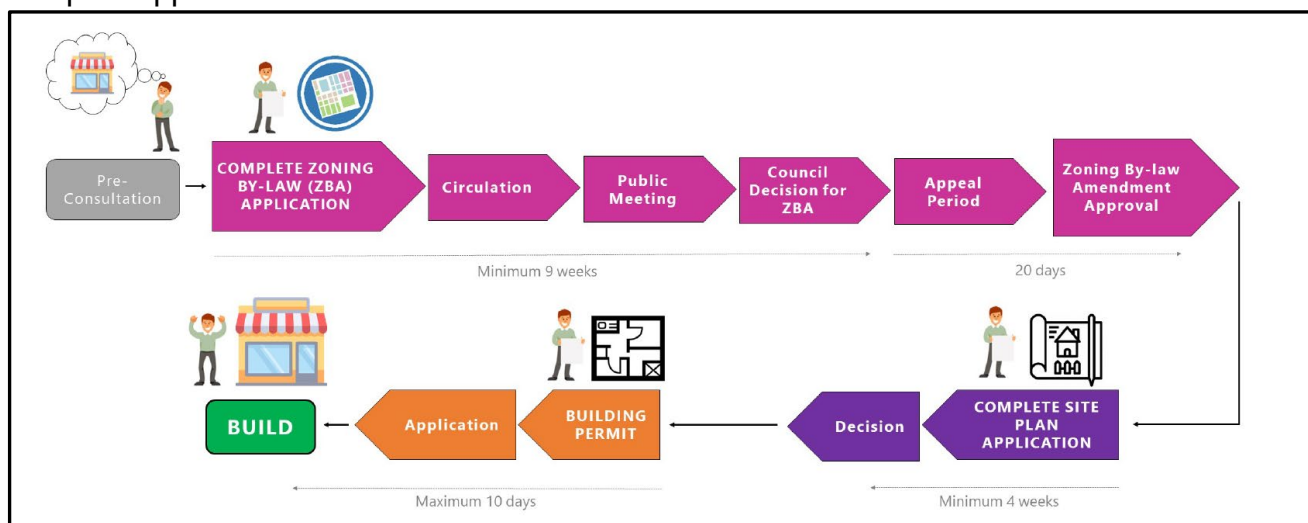
A CPPS for the Township provides an efficient planning tool to control land development while protecting natural resources. Implementation of such a planning tool is particularly timely given interest from Council and the community to regulate shoreline vegetation removal and with recent changes to the Planning Act. For example, Bill 23, More Homes Built Faster Act, 2022 has introduced amendments to several statutes and regulations that make up the planning framework in Ontario. One change includes the exemption of site plan control for residential development of 10 units or less.

There are several municipalities that use a CPPS. The Township of Lake of Bays uses a CPPS to protect lands in waterfront areas and to maintain an appropriate balance between natural shorelines and physical structures. The system sets out the permitted uses, buildings and structures along shorelines while focusing on maintaining or restoring vegetation and natural vegetative buffers. The system also outlines appropriate methods regarding changes to an area of land to protect the Township's natural heritage system, natural heritage features, and their ecological function.

Streamlined Approval Process

Combining zoning by-law amendments, minor variances, and site plan control applications into one system reduces the duplication of applications/approvals and decreases the amount of time required to process development applications. **Figure 1** below illustrates the timelines associated with a combined zoning by-law amendment and site plan control application.

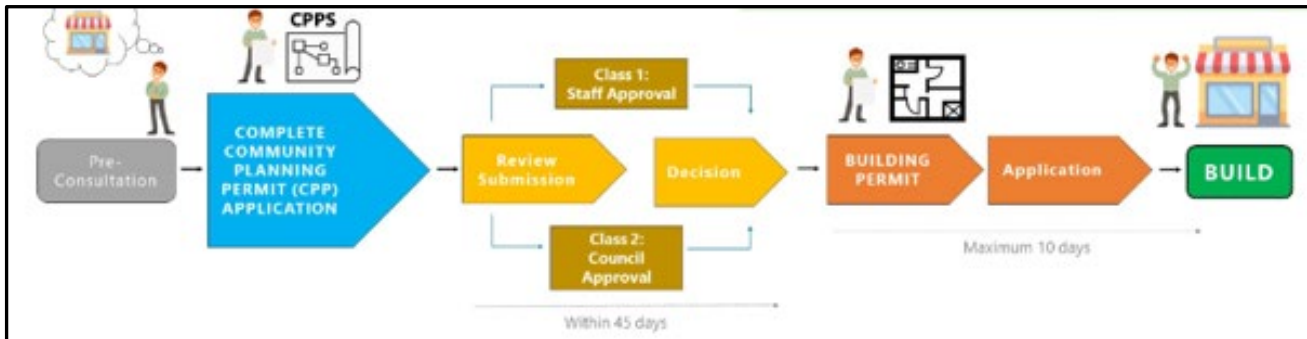
Figure 1: Process and timelines associated with a zoning by-law amendment followed by a site plan application.



Source: Town of Huntsville Development Permit Handbook.

Figure 2 below illustrates the timelines associated with a Community Planning Permit application. Combining both the zoning by-law amendment and site plan control application process reduces the overall application timeline from approximately 18 weeks to less than 8 weeks.

Figure 2: Process and timelines associated with a Community Planning Permit Application.



Source: Town of Huntsville Development Permit Handbook.

Environmental Benefits

The CPPS provides an opportunity to combine a site alteration by-law, tree conservation by-law, and shoreline protection by-law into one system. This would enable the municipality to provide greater direction regarding aspects of development that are typically outside of zoning such as site alteration, grading, tree removal, natural feature protection, shoreline controls, floodplain, and natural hazard limitations.

By utilizing a CPPS in a specific area such as around lakes and waterbodies enables municipalities to maintain the natural integrity of shorelines, fish, and wildlife habitat by addressing lake capacity and water quality, reducing the loss of natural vegetation, and decreasing phosphorus load from stormwater runoff.

Community Planning Permit System (CPPS)

There is flexibility built into the CPPS, as development applications are categorized into classes. Development applications are typically categorized into two or three classes, though the exact number of classes can be determined by the municipality. Class 1 permit types require Council approval, whereas Class 2 permit types have minor deviations and require staff approval.

The CPPS allows Council to delegate a degree of approval authority to staff. For minor variations, notice to neighbours is not required and the process is streamlined. Where a Council approval is required, notice to neighbours of a public meeting is to be provided. Appeals to the Local Planning Appeal Tribunal (LPAT) of a Council decision may only be made by an applicant, not third parties.

Planning permits would not be required for residential development if the application:

- Complies with the standards developed in the Community Permit System By-law.

- Is not located on or adjacent to a sensitive environmental feature.
- Does not involve significant vegetation clearing or grading.
- Does not involve development within the shoreline yard and front and rear yard along a road.

Implementation

The CPPS requires a Community Planning Permit By-law to clearly identify development rules and requirements, and it facilitates flexibility and permits the regulation of site alteration and vegetation removal.

The CPPS is a planning tool that can be used to varying degrees at various geographic scales within a municipality. This system must have a policy basis in the Official Plan of a municipality and be implemented through a by-law. Once implemented, it supersedes the previous planning approvals needed within the area it applies to.

Implementing the CPPS by-law is a public process that requires open houses and public meetings and the by-law can be appealed to the LPAT. Anyone can appeal the CPPS until it is adopted.

Conclusion

A CPPS is an efficient planning tool that combines three types of planning applications under one process. It also provides a mechanism to combine a site alteration by-law and tree conservation by-law into one system. By collaborating with Frontenac County, a proposed CPPS for waterfront properties would provide for a more streamlined development application process while providing shoreline protection benefits.

Financial Implications

A line item of \$25,000 has been included in the capital budget to facilitate collaboration with Frontenac County to move forward with a Community Permit System for waterfront properties within the Township.

Relationship to Strategic Plans

Not applicable to this report.

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

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

Action Item: A Community Planning Permit System would support community goals of shoreline protection while streamlining approval processes.

Climate Considerations

Not applicable to this report.

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

A Community Planning Permit system would support climate change efforts by maintaining natural vegetation along waterfront properties.

Notice/Consultation

The following staff have been consulted in the preparation of this report:

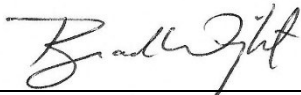
- Christine Woods, Senior Planner

Attachments

None

Approvals

Submitted By:



Brad Wright

Director of Development Services

Approved By:



Louise Fragnito, CPA, CGA

Chief Administrative Officer



2022

KFL&A Public Health Report

The cost of eating healthy

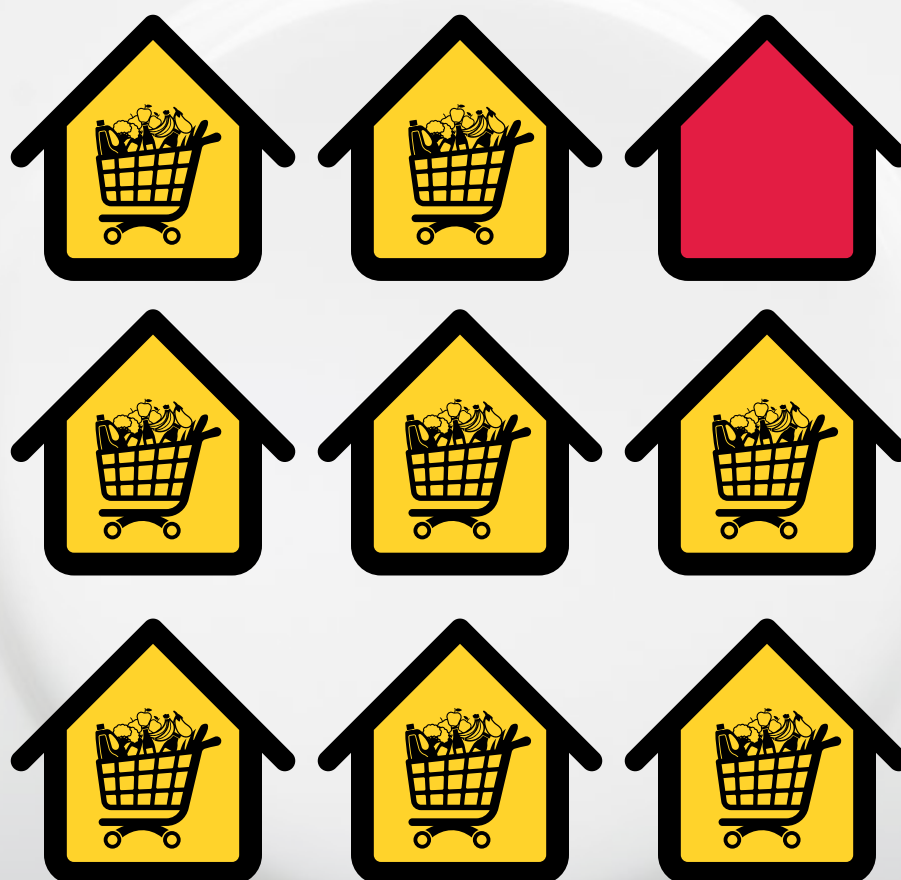
Imagine having to choose between buying food and paying your utilities bill.





Food is a basic human right.

Everyone deserves the right to adequate, healthy, safe, affordable, and culturally appropriate food. People who live with food insecurity cannot afford to buy the food they want and need for good health.¹



11 percent* of households in the Kingston, Frontenac and Lennox & Addington (KFL&A) area live with food insecurity.² This equals about one in nine households in the KFL&A area.

*The percentage of food insecure households includes those with marginal, moderate and severe food insecurity.



Food insecure households are likely to:

- worry about running out of food
- compromise their food quality
- reduce their food intake
- experience disrupted eating patterns



Food insecurity negatively affects health.³

- Children who are hungry are more likely to develop depression and asthma later in life.
- Adults who are food insecure have poorer physical and mental health, and are more likely to have chronic conditions such as depression, diabetes, and heart disease.
- Food insecure adults with chronic conditions have more difficulty managing their conditions.

Income is the strongest predictor of food insecurity among individuals and families in Canada.¹



Food insecurity is highest among:²

- Indigenous Peoples and racialized Canadians
- households making low wages or on social assistance
- single mothers
- people who rent their home

Households with low incomes are often forced to compromise healthy eating to pay for other expenses.

* Remaining monthly funds after rent represents funds available for food and other costs of living such as:



heat



hydro



child care



transportation



clothing



eye care



dental care



toiletries and personal care

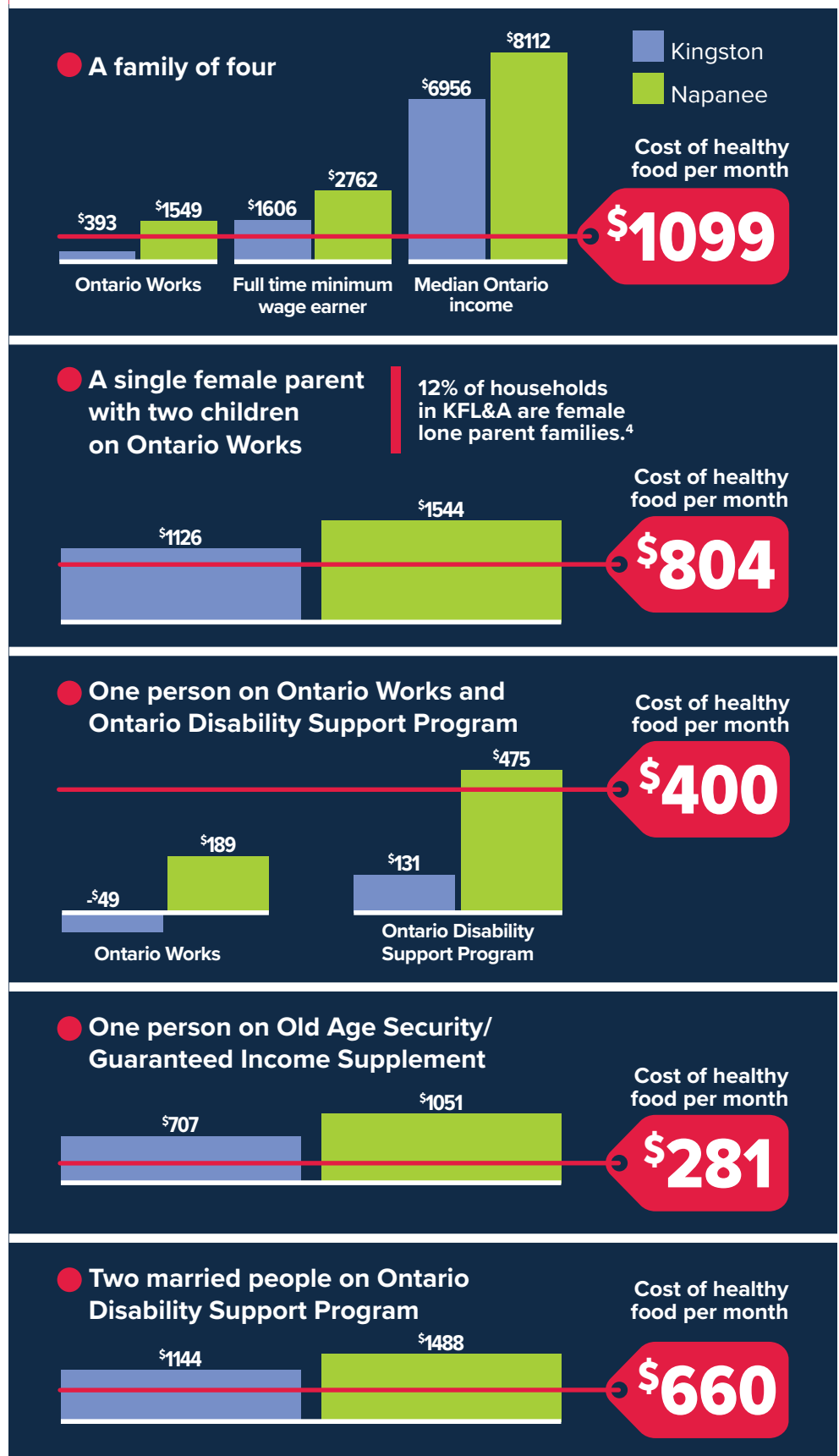


phone and internet











prescription medications

Money left after paying monthly rent* for:



2022: Monitoring food affordability scenarios 1 to 8

	Ontario Works  Family of four	Minimum wage earner (full-time/full year) ^m  Family of four	Median Ontario income (after tax) ⁿ  Family of four	Ontario Works  Single parent	Ontario Works  One person	*ODSP ^o  One person	**OAS/GIS  One person	*ODSP  Married couple
Monthly income in Ontario	Scenario 1	Scenario 2	Scenario 3	Scenario 4	Scenario 5	Scenario 6	Scenario 7	Scenario 8
Income from employment		\$2,600	\$9,458					
Basic allowance ^p	\$494			\$360	\$343	\$672		\$1,341
Maximum shelter allowance ^p	\$756			\$697	\$390	\$497		\$781
**OAS/GIS ^c							\$1,618	
***Ontario GAINS ^d							\$83	
Canada Child Tax Benefit ^e	\$1,206	\$1,162	\$363	\$1,207				
GST/HST credit ^f	\$76	\$76		\$76	\$25	\$32	\$38	\$50
Ontario Trillium Benefit ^g	\$166	\$166		\$134	\$74	\$77	\$115	\$103
Canada Working Benefit ^h		\$80						
Employment Insurance paid ⁱ		-\$41	-\$132					
Canada Pension Plan paid ⁱ		-\$132	-\$428					
Climate Action Incentive Payment (CAIP) ^k	\$62	\$62	\$62	\$54	\$31	\$31	\$31	\$47
Total income	\$2,760	\$3,973	\$9,323	\$2,528	\$863	\$1,309	\$1,885	\$2,322

Monthly expenses in Kingston and area								
Average monthly rent (may or may not include heat/hydro) ^l	(3 Bdr.)	(3 Bdr.)	(3 Bdr.)	(2 Bdr.)	(Bachelor)	(1 Bdr.) ^o	(1 Bdr.)	(1 Bdr.)
	\$2,367	\$2,367	\$2,367	\$1,402	\$912	\$1,178	\$1,178	\$1,178
Food ^m	\$1,099	\$1,099	\$1,099	\$804	\$400	\$400	\$281	\$660
Total monthly expenses	\$3,466	\$3,466	\$3,466	\$2,206	\$1,312	\$1,578	\$1,459	\$1,838
****Remaining monthly funds	-\$706	\$507	\$5,857	\$322	-\$449	-\$269	\$426	\$484
Percentage of income required for rent	86%	60%	25%	55%	106%	90%	62%	51%
Percentage of income required to purchase healthy food	40%	28%	12%	32%	46%	31%	15%	28%

Monthly expenses in Greater Napanee								
Average monthly rent (may or may not include heat/hydro) ^l	(3 Bdr.)	(3 Bdr.)	(3 Bdr.)	(2 Bdr.)	(Bachelor)	(1 Bdr.) ^o	(1 Bdr.)	(1 Bdr.)
	\$1,211	\$1,211	\$1,211	\$984	\$674	\$834	\$834	\$834
Food ^m	\$1,099	\$1,099	\$1,099	\$804	\$400	\$400	\$281	\$660
Total monthly expenses	\$2,310	\$2,310	\$2,310	\$1,788	\$1,074	\$1,234	\$1,115	\$1,494
****Remaining monthly funds	\$450	\$1,663	\$7,013	\$740	-\$211	\$75	\$770	\$828
Percentage of income required for rent	44%	30%	13%	39%	78%	64%	44%	36%
Percentage of income required to purchase healthy food	40%	28%	12%	32%	46%	31%	15%	28%

^o ODSP = Ontario Disability Support Program

^c OAS/GIF = Old Age Security/Guaranteed Income Supplement

^d Ontario GAINS = Ontario Guaranteed Annual Income System

^e Funds Remaining (for other basic needs e.g., telephone, transportation, child care, household and personal care items, clothing, school supplies etc.)



Responses to food insecurity

Income responses are needed to address food insecurity.⁴ Food charity and community food programs cannot solve poverty, which is the root cause of food insecurity.

Income responses are typically government policies that improve income security at a systemic level, through income transfers, employment policies, pensions, tax exemptions or credits, and social assistance programs.⁵



All levels of government have influence over policy and other decisions that have the potential to directly or indirectly increase the amount of money people have available for food and other necessities.⁶

The following are recommendations for how governments and community organizations can help reduce household food insecurity.

Federal and provincial governments:^{1,3}

- Establish targets for the reduction of household food insecurity and regularly report on progress.
- Regularly report on provincial-level food insecurity data, including for Indigenous Peoples and racialized Canadians to inform the creation of targeted policies.

Federal government:^{1,3}

- Implement policy interventions that have been shown to effectively reduce food insecurity, such as a basic income guarantee for Canadians aged 18 to 64 years.
- Re-evaluate current income supports for very low income, working-aged Canadians and their families such as the Canada Child Benefit and Canada Workers Benefit, to ensure all Canadians can afford to eat healthy food.
- Develop a new definition of “affordable housing” that considers other basic costs of living.
- Support food security in Indigenous communities as part of the *Food Policy for Canada*, emphasizing Indigenous food self-determination and reconciliation as guiding principles.

Provincial government:^{1,3}

- Set a minimum wage rate that more closely aligns with costs of living in Ontario.
- Determine evidence-based social assistance rates in communities based on local/regional costs of living, including the cost of eating healthy.
- Lower the income tax rate for the lowest-income households.

Municipal governments and local community partners:^{1,3}

- Advocate for federal and provincial government policies and programs to ensure all Canadians can afford to eat healthy food, including:
 - Higher minimum wage rates
 - Increasing social assistance rates
 - Reducing income tax rates for the lowest income households
 - A basic income guarantee
- Facilitate local level initiatives that increase economic resilience for individuals and families living with very low incomes and for groups experiencing systemic racism such as free income tax filing assistance and targeted support for access to and training for jobs with livable wages and benefits.
- Collaborate with community partners from various sectors, including municipalities and local public health, to determine local priorities to address food insecurity and poverty.



KFL&A Public Health has committed to:

- Conducting regular local food costing.
- Ensuring updated, local food costing is available for use by municipalities and community partners.
- Advocating for income-based policies so that all residents can afford to buy healthy food.

How do we determine the cost of healthy eating in our community?

In 2022, KFL&A Public Health followed a new process to determine the cost of healthy eating compared to previous years.⁷ This included online and in-store costing, and an updated list of foods based on the National Nutritious Food Basket.⁸ The 61 foods costed reflects a healthy eating pattern from Canada's food guide.⁹ This year's food costing results cannot be compared to previous years given the change in foods costed and costing methods.



KFL&A Public Health surveys seven grocery stores in May. The lowest available price in each store is recorded for each food item. The prices from all the stores are then averaged. An extra five percent is added to the total food cost to account for additional food items such as spices, seasonings, condiments, baking supplies, soups, coffee, and tea.

What is not included in this food costing?

- processed convenience foods
- soft drinks
- popular snack foods
- special dietary foods
- infant foods
- religious or cultural foods
- soap, shampoo, toilet paper, and other personal care items

This also does not include costs associated with eating out at restaurants and extra costs for inviting company to share a meal.

What else should you know about this food costing?

- It assumes that most people have the necessary time, food skills, and equipment to create meals from low-cost food staples and ingredients.
- It assumes that the consumer has access to quality food stores and the means of transportation to comparison shop.

What can you do?



Learn:

- Learn more about why food insecurity is a serious public health problem: bit.ly/3XOFXa6
- Read these fact sheets about food insecurity: bit.ly/3AXIkyl
- Learn more about why income solutions are needed to reduce food insecurity: bit.ly/3ViYeu9



Spread the word:

- Talk about the problem of food insecurity at your dinner table or at social gatherings.
- Share this report with your peers, colleagues, and partner agencies.
- Share the link to the *No Money for Food is... Cent\$less* campaign on social media using this link: odph.ca/centsless
- Retweet @RDsPubHealthON tweets about food insecurity.



Ask for action:

- Talk to your local political leaders to act on income-based solutions to food insecurity.
- Customize the Cent\$less letter template to urge MPs to act on food insecurity: odph.ca/centsless

For more information, contact KFL&A Public Health at 221 Portsmouth Ave., Kingston, ON K7M 1V5, by phone at 613-549-1232, ext. 1180 or 1-800-267-7875, or online at kflaph.ca

The Cost of Eating Healthy Infographic

2022

The cost of eating healthy

Imagine having to choose between buying food and paying your utilities bill.

11% of households in the Kingston, Frontenac and Lennox & Addington (KFL&A) area live with food insecurity.¹
This means that about **1 in 9 households** in the KFL&A area do not know if there will be enough food next week or next month.

The cost to buy healthy food for a family of four in the KFL&A area for a month.

\$1099

Money left after paying monthly rent for:

A family of four

Income Level	Kingston	Napanee
Ontario Works	\$393	\$1549
Full Time Minimum Wage Earner	\$1606	\$2762
Median Ontario Income	\$6956	\$8112

\$1099

What does it mean to live with food insecurity?

I am not able to find food that fits with my cultural identity.

I cannot afford to buy healthy foods.

I have very little money left to buy food after paying rent.

I skip meals so that there is enough food for my children.

Households with low incomes are often forced to use their food budget to pay for other expenses.*

What can you do?

Learn more about why food insecurity is a serious public health problem.

Advocate for income-based solutions to food insecurity.

Share this information with your peers, colleagues and partner agencies.

A single female parent with two children on Ontario Works

12% of households in the KFL&A area are female lone parent families.²

Location	Amount
Kingston	\$1126
Napanee	\$1544

\$804

One person on Ontario Works or Ontario Disability Support Program

Program	Kingston	Napanee
Ontario Works	\$49	\$189
Ontario Disability Support Program	\$131	\$475

\$400

Resources:

- The Cost of Eating Healthy in KFL&A, 2022 full report, kflaph.ca/costofeatinghealthy
- PROOF- Food insecurity policy research: proof.toronto.ca
- Ontario Dietitians in Public Health – Cent\$less. [odph.ca/cent\\$less](http://odph.ca/cent$less)
- Dietitians of Canada- Household Food Insecurity. dietitians.ca/foodinsecurity

1. Statistics Canada. Canadian Community Health Survey 2017 & 2018, Share File. Ministry of Health and Long-Term Care. [cited 2022 Nov 8].
2. Statistics Canada. Census Profile, 2021 Census of Population. Profile table: Lennox and Addington County and Frontenac County. Statistics Canada Catalogue no. 98-316-X2021001, Ottawa, 2022 Sep [cited 2022 Sep 27]. Available from: <https://www12.statcan.gc.ca>.

*Remaining monthly funds after rent represents funds available for food and other costs of living such as heat, hydro, childcare, and transportation.

For more information, contact KFL&A Public Health at 221 Portsmouth Ave., Kingston, ON K7M 1V5, by phone at 613-549-1232, ext. 1180 or 1-800-267-7875 or online at kflaph.ca.

kflaph.ca

2022-12-09

References:

1. Tarasuk, V, Li T, St-Germain AAF. Household food insecurity in Canada, 2021 [document on the internet]; 2022 [cited 2022 Sep 12]. Available from: <http://proof.utoronto.ca>
2. Statistics Canada. Canadian Community Health Survey 2017 & 2018, Share File. Ministry of Health and Long-Term Care. [cited 2022 Nov 8].
3. Ontario Dietitians in Public Health. Position statement on responses to food insecurity. 2020 Dec [cited 2022 Nov 8]. Available from: <https://www.odph.ca>.
4. Statistics Canada. Census Profile. 2021 Census of Population. Profile table: Lennox and Addington County and Frontenac County. Statistics Canada Catalogue no. 98-316-X2021001; Ottawa. 2022 Sep [cited 2022 Sep 27]. Available from: <https://www12.statcan.gc.ca>.
5. Dietitians of Canada. Addressing Household Food Insecurity in Canada: Position statement and recommendations. 2016 May [cited 2022 Sep 27]. Available from: <http://www.dietitians.ca/>
6. Ontario Dietitians in Public Health. 2022 Monitoring Food Affordability Income Scenario Spreadsheet Backgrounder. 2022 Sep [cited 2022 Sep 27]. Available for ODPH Food Insecurity Workgroup members from: <https://odph.ca>.
7. Ontario Dietitians in Public Health. Monitoring Food Affordability in Ontario, Methodology, Version 3. 2022 Jun [cited 2022 Sep 27]. Available for ODPH Food Affordability Monitoring Subgroup members from: <https://odph.ca>.
8. Health Canada. National nutritious food basket; 2020 [cited 2022 Dec 2]. Available from <https://www.canada.ca/en/health-canada/services/food-nutrition/food-nutrition-surveillance/national-nutritious-food-basket.html>
9. Health Canada. Canada's food guide; 2019 [cited 2022 Sep 27]. Available from: <https://food-guide.canada.ca>.

Scenario references (Page 6):

Table adapted from Ontario Dietitians in Public Health, Food Insecurity Working Group. 2022. Monitoring Food Affordability in Ontario scenarios spreadsheet. Retrieved 31 August 2022.

Scenario 1: 2 adults (male and female ages 31 to 50), 2 children (girl age 8, boy age 14); Ontario Works (OW).

Scenario 2: 2 adults (male and female ages 31 to 50), 2 children (girl age 8, boy age 14); income is based on one minimum wage earner, 40hr/wk, \$15/hr (minimum wage in May 2022).

Scenario 3: 2 adults (male and female ages 31 to 50), 2 children (girl age 8, boy age 14). NOTE: Income from employment is based on median after-tax income- two-parent families with children, two earners; however, EI and CPP contributions are calculated using median total income- two-parent families with children, two earners. Assumption of a dual income family with a split of 65%/35% between partners.

Scenario 4: 1 adult (female age 31 to 50), 2 children (girl age 8, boy age 14); Ontario Works

Scenario 5: 1 adult (male age 31 to 50); Ontario Works.

Scenario 6: 1 adult (male age 31 to 50); Ontario Disability Support Program (ODSP).

Scenario 7: 1 adult (female age 70+); income based on Old Age Security and Guaranteed Income Supplement (OAS/GIS)

Scenario 8: 2 adults (male and female ages 31 to 50); Ontario Disability Support Program (ODSP).

- a. Due to the Northern Ontario Energy Credit portion of the Ontario Trillium Benefit (OTB), this worksheet is applicable for Ontario excluding the districts of Algoma, Cochrane, Kenora, Manitoulin, Nipissing, Parry Sound, Rainy River, Sudbury (including the City of Greater Sudbury), Thunder Bay, and Timiskaming.
- b. Basic and maximum shelter allowance. OW rates effective October 2018 and Ontario Disability Support Payment (ODSP) rates effective September 2018. Source: Social Assistance, Pension and Tax Credit Rates April to June 2019, <https://www.odph.ca/upload/membership/document/2022-07/sa-pension-taxcredit-rates-april-june2022.pdf#upload/membership/document/2022-07/sa-pension-taxcredit-rates-april-june2022.pdf>. Ministry of Children, Community and Social Services. (Accessed July 18, 2022).
- c. Old Age Security and Guaranteed Income Supplement (OAS/GIS) rates. Source: Social Assistance, Pension and Tax Credit Rates April to June 2022. <https://www.odph.ca/upload/membership/document/2022-07/sa-pension-taxcredit-rates-april-june2022.pdf#upload/membership/document/2022-07/sa-pension-taxcredit-rates-april-june2022.pdf>. (Accessed July 18, 2022).
- d. Ontario Guaranteed Annual Income System. Source: Social Assistance, Pension and Tax Credit Rates April to June 2022, <https://www.odph.ca/upload/membership/document/2022-07/sa-pension-taxcredit-rates-april-june2022.pdf#upload/membership/document/2022-07/sa-pension-taxcredit-rates-april-june2022.pdf>. (accessed July 18, 2022).
- e. Canada Child Benefit (CCB) includes Canada Child Benefit monthly amount, and Ontario Child Benefit monthly amount. Tax Year 2020: <https://www.canada.ca/en/revenue-agency/services/child-family-benefits/child-family-benefits-calculator.html>. (accessed July 18, 2022).
- f. Based on net annual income. GST/HST is issued on a quarterly basis, but calculated on a monthly basis. Figures derived from GST/HST and related provincial programs calculator. Tax Year 2020: <https://www.canada.ca/en/revenue-agency/services/child-family-benefits/child-family-benefits-calculator.html>. (accessed July 18, 2022).
- g. Ontario Trillium Benefit (OTB) includes Ontario Energy and Property Tax Credit, the Northern Ontario Energy Credit, and Ontario Sales Tax Credit. Based on average apartment rental rates for Ontario (see I) and net annual income. Benefit is issued on a monthly basis. Figures derived from Ontario Trillium Benefit and related provincial programs calculator. Tax Year 2020: <https://www.canada.ca/en/revenue-agency/services/child-family-benefits/child-family-benefits-calculator.html>. (accessed July 18, 2022).
- h. Canada Worker Benefit (formerly Working Income Tax Benefit): <https://www.canada.ca/content/dam/cra-arc/forms/pubs/pbg/5000-s6/5000-s6-20e.pdf>. (accessed July 18, 2022).
- i. Employment Insurance premium rates and maximums. <https://www.canada.ca/en/revenue-agency/services/tax/businesses/topics/payroll/payroll-deductions-contributions/employment-insurance-ei/ei-premium-rates-maximums.html> (accessed July 18, 2022).
- j. CPP contribution rates, maximums and exemptions. <https://www.canada.ca/en/revenue-agency/services/tax/businesses/topics/payroll/payroll-deductions-contributions/canada-pension-plan-cpp/cpp-contribution-rates-maximums-exemptions.html> (accessed July 18, 2022).
- k. Climate Action Incentive Payment Amounts. <https://www.canada.ca/en/department-finance/news/2022/03/climate-action-incentive-payment-amounts-for-2022-23.html>. Note: The first payment of this tax credit was made July 15, 2022 but covered the first two quarters of 2022.
- l. Rental Market Report, Ontario, 2021. Canada Mortgage and Housing Corporation, Oct 2021. Some communities may need to add utility costs. <https://www.cmhc-schl.gc.ca/en/professionals/housing-markets-data-and-research/housing-data/data-tables/rental-market/rental-market-report-data-tables>. (accessed September 8, 2022). Note that rental rates from 2020 were used for bachelor and 3-bedroom apartments in Greater Napanee, due to poor quality data for 2021.
- m. Monitoring Food Affordability 2022 for KFL&A Public Health - Includes Family size adjustment factors.
- n. Minimum wage. Minimum wage. <http://www.labour.gov.on.ca/english/es/pubs/guide/minwage.php> (accessed July 18, 2022).
- o. Statistics Canada. Table 11-10-0190-01. Market income, government transfers, total income, income tax and after-tax income, by economic family type. <https://www150.statcan.gc.ca/t1/tb1/en/tv.action?pid=1110019001>(accessed August 9, 2022).
- p. Housing for Scenario 6 was changed from a Bachelor apartment in 2010 to 1-bedroom in 2011. This change reflects a more accurate housing need for persons with a disability. This change will need to be recognized when attempting to compare year over year results.

The cost of eating healthy

Imagine having to choose between buying food and paying your utilities bill.

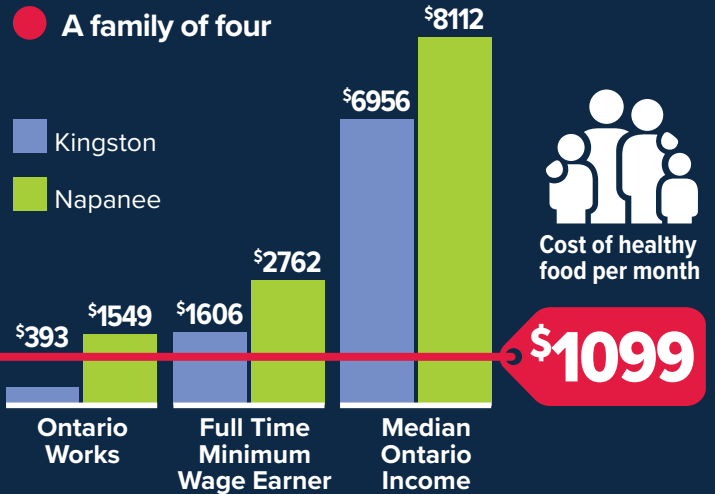


11% of households in the Kingston, Frontenac and Lennox & Addington (KFL&A) area live with food insecurity!¹
This means that about **1 in 9 households** in the KFL&A area do not know if there will be enough food next week or next month.

The cost to buy healthy food for a family of four in the KFL&A area for a month.



Money left after paying monthly rent for:



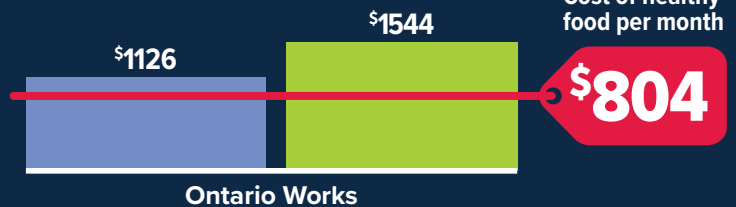
What does it mean to live with food insecurity?



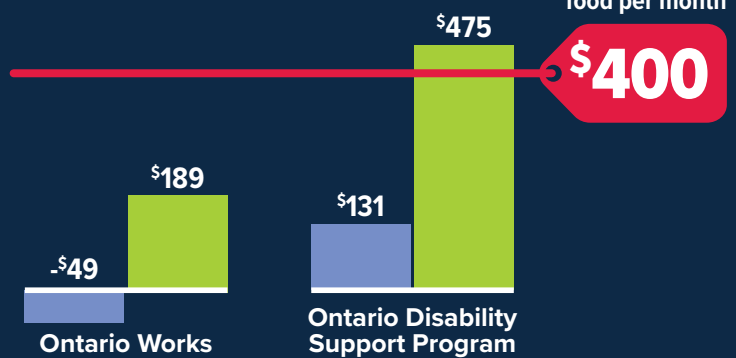
Households with low incomes are often forced to use their food budget to pay for other expenses.*

A single female parent with two children on Ontario Works

12% of households in the KFL&A area are female lone parent families.²



One person on Ontario Works or Ontario Disability Support Program



What can you do?

Learn more about why food insecurity is a serious public health problem.

Advocate for income-based solutions to food insecurity.

Share this information with your peers, colleagues and partner agencies.

Resources:

- The Cost of Eating Healthy in KFL&A, 2022 full report, kflaph.ca/costofeatinghealthy
- PROOF- Food insecurity policy research: proof.utoronto.ca
- Ontario Dietitians in Public Health – Cent\$less. odph.ca/centsless
- Dietitians of Canada- Household Food Insecurity: dietitians.ca/foodinsecurity

1. Statistics Canada. Canadian Community Health Survey 2017 & 2018, Share File. Ministry of Health and Long-Term Care. [cited 2022 Nov 8].
2. Statistics Canada. Census Profile. 2021 Census of Population. Profile table: Lennox and Addington County and Frontenac County. Statistics Canada Catalogue no. 98-316-X2021001; Ottawa, 2022 Sep [cited 2022 Sep 27]. Available from: <https://www12.statcan.gc.ca>.

*Remaining monthly funds after rent represents funds available for food and other costs of living such as heat, hydro, childcare, and transportation.

For more information, contact KFL&A Public Health at 221 Portsmouth Ave., Kingston, ON K7M 1V5, by phone at 613-549-1232, ext. 1180 or 1-800-267-7875 or online at kflaph.ca.