TOWNSHIP OF SOUTH FRONTENAC
Council Meeting Agenda

TIME: 6:00 PM,
DATE: Tuesday, June 7, 2022
PLACE: Virutal/Council Chambers.

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. *Oath of Office - Deputy Mayor*

a) **Councillor Leonard to take the Oath of Office for Deputy Mayor** 4

5. *Scheduled Closed Session (at end of agenda)*

6. *Delegations*

a) **Recreation, Parks and Leisure Master Plan** 5 - 339

7. *Public Meeting - not applicable*

8. *Approval of Minutes*

a) **May 3, 2022 Council Meeting** 340 - 345

9. *Business Arising from the Minutes*

a) **Disconnecting from Work Policy (Bill 27)** 346 - 352

- Bill 27 was passed into law on December 2, 2021. Bill 27 adds new provisions to the Ontario Employment Standards Act, 2000 (ESA), including requiring Ontario employers with 25 or more employees to have a written Disconnecting from Work policy by June 2, 2022. The attached policy has been developed in accordance with this Bill and has been updated based on Council feedback from the May 17th draft policy

10. *Reports Requiring Action*

a) **Project Award - Resurfacing of Verona/McMullen Netsport Courts** 353 - 355

- This report provides information on awarding the contract for the Resurfacing of Verona/McMullen Netsport Courts.

b) **2022 Private Lane Upgrade Assistance Program** 356 - 360

- The purpose of the attached report is to summarize the applications received under the 2022 Private Lane Upgrade Assistance Program and to seek approval from Council for the approval of grant funding amounts.

c) **Sydenham Mill Street – Review of Parking Restrictions** 361 - 366
- The purpose of the attached report is to provide history on a public inquiry regarding parking restrictions on Sydenham Mill Street and to provide recommendation to Council on recommended changes.

11. *Committee Meeting Minutes*

a) **Harrowsmith Beautification Committee meeting held May 18, 2022** 367

b) **Bellrock Community Hall Committee meeting held May 18, 2022** 368

12. *By-laws*

a) **By-law 2022-47 - Appoint a Deputy Clerk** 369 - 372
- This By-law will appoint James Thompson as the Deputy Clerk

b) **By-law 2022-48 - Appoint a Deputy Division Registrar** 373
- This By-law will appoint James Thompson as the Deputy Division Registrar

c) **By-law 2022-49 - Appoint a Building Inspector** 374 - 376
- This report recommends the appointment of Nicholas Hoornweg as a Building Inspector for the Township. Building Inspectors must be appointed by By-law in order to enforce the Ontario Building Code within the municipality in which they work.

d) **By-law 2022-50 - Dedicate and assume as common and public highway, certain lands in the Township** 377 - 382
- By-law 2022-50 authorizes the assumption and dedication of the road, Sandstone Court, now it has been developed and built to standard and Township staff are satisfied with the final acceptance of the works for the Sandstone Shores subdivision

e) **By-law 2022-51 - Site Plan Agreement with 1809505 Ontario Limited (3810 Perth Road)** 383 - 401
- This report recommends that Council pass a by-law to approve a Site Plan Control agreement for 3810 Perth Road. By-law 2003-25requires site plan control to ensure that the Township’s development standards will be met on commercial properties

f) **By-law 2022-52 - Appoint an Acting Deputy Treasurer** 402 - 404
- This report recommends the passing of a by-law to appoint Emily Caird as Acting Deputy-Treasurer for the township. Deputy-Treasurers must be appointed by By-law in order to meet Municipal Act requirement to grant the powers of the Treasurer as needed.

13. *Reports for Information*

a) **Bill 109 - More Homes for Everyone Act** 405 - 412
- This report outlines the legislative changes under Bill 109, More Homes for Everyone Act, enacted by the provincial government to assist in addressing housing affordability, particularly through increasing the supply of housing. This

report focuses on the changes within Bill 109 to the Planning Act, the timeframes for implementation, and impact on the delivery of Development Services in the Township

b) **Council Support - Child/Senior Care** 413 - 415
- This report provides information in relation to a Notice of Motion requesting ways the Councillor expense account my be expanded to support the cost of child or senior care.

c) **Town Hall Accessibility Renovations** 416 - 418
- This report provides updated information on the Tender for the Town Hall Accessibility Ramp Reconstruction

14. *Information Items*

a) **Cataraqui Conservation - New Lake Reporting Dashboard** 419 - 421

15. *Notice of Motions*

16. *Announcements/Statements by Councillors*

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

18. *Closed Session*

a) **Resolution** - Council will move into a closed session as permitted by the Municipal Act, Section 239.2 (b) personal matters about an identifiable individual including municipal or local board employees, regarding personnel reorganization, and (c) a proposed or pending acquisition or disposition of land by the municipality or local board regarding a request to close a portion of an unopened road allowance and a request for reduced purchase price, land purchase for landfill expansion, a land purchase for Hinchinbrooke Road construction project

b) **Road allowance between Concession 9 and 10, Storrington**

c) **Road Widening - Hinchinbrooke Road - land purchase**

d) **Land Acquisition - Loughborough Landfill**

e) **Personnel Reorganization - Verbal update from CAO**

f) **Resolution** - Move out of closed session

19. *Confirmatory By-law*

a) **By-law 2022-53** 422

20. *Adjournment*

a) **Resolution**

DECLARATION OF OFFICE
(Section 232 of the Municipal Act, 2001)

I, _Ray Leonard____ having been appointed to the office of
(name of person)

__Deputy Mayor_ for the municipality of Township of South Frontenac
(name of office) (name of municipality)

do solemnly promise and declare that:

I will truly, faithfully and impartially exercise this office to the best of my knowledge and ability.

I have not received and will not receive any payment or reward, or promise thereof, for the exercise of this office in a biased, corrupt or in any other improper manner.

I will disclose any pecuniary interest, direct or indirect, in accordance with the *Municipal Conflict of Interest Act.*

I will be faithful and bear true allegiance to Her Majesty Queen Elizabeth the Second

And I make this solemn promise and declaration conscientiously believing it to be true and knowing that it is of the same force and effect as made under oath.

Declared before me)
at the Township of South Frontenac..)
……)
……)
On the 7th day of June……... ……)
2022.)

_____
Signature of Declarant

_____
Commissioner for Taking Affidavits

Township of South Frontenac
Staff Report

To:	Council
Prepared by:	Public Services Deparment
Date of Meeting:	June 7, 2022
Subject:	**Endorsement of the Recreation, Parks, and Leisure Master Plan**

Summary

This report provides information on the Recreation, Parks, and Leisure Master Plan.

Recommendation

That Council endorse the Recreation, Parks, and Leisure Master Plan.

AND

That Council authorize the Public Services Department to begin to utilize the plan as a tool in determining recreation and leisure priorities for the purpose of budgeting, program planning, and initiating operational enhancements.

Background

As part of the 2020 capital budget package, Council approved the development of a multi-year Recreation, Parks, and Leisure Master Plan (RPLMP). After issuing a Request for Proposals, Council approved the retainment of ***thinc design***, a Canadian consulting firm specializing in recreation management, planning, and design.

Aligning with Council's Strategic Direction, the targeted outcomes of the RPLMP includes a clearly defined action plan to lead the Township in the development of future recreational and leisure infrastructure and services with a data driven approach. The RPLMP will provide the Township with the necessary framework to effectively manage its parks, open spaces, programs, events, facilities, and amenities. As well, the Plan will support municipal requests during development agreements, inform annual budget priorities, and support future grant applications, with consistency and evidence-based approaches.

Discussion/Analysis

Due to the timing of the project coinciding with the start of the COVID-19 pandemic, the consultants with the support of Staff and the Recreation Committees had to adjust project timelines and approaches to meaningfully engage with the public and stakeholders.

The resulting plan was developed from a comprehensive community engagement process that provided many opportunities for the public, partner agencies, businesses, community groups, staff, and Council to comment and contribute to the plan.

With the endorsement of Council, Staff will be able to further explore the priorities and recommendations made by *thinc design*, develop specific Council approved action plans to achieve the objectives of the plan.

Financial Implications

Financial impacts will be determined as recommended priorities are brought forward for Council decision.

Relationship to Strategic Plans

☐ Not applicable to this report.

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

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

Climate Considerations

☐ Not applicable to this report.

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

Many of the recommendation contained in the report are considerate of our natural environment, sustainability and provides many opportunities to incorporate stronger environmental practices for the provision of parks and recreation service development..

ATTACHMENTS:

- Attachment 1. Recreation, Parks, and Leisure Master Plan – Project Scope and Deliverables
- Attachment 2. Recreation, Parks, and Leisure Master Plan – Final Report

Notice/Consultation

- Louise Fragnito, C.A.O.
- Amanda Pantrey, Program, Events & Education Coordinator

Approvals

Submitted By:



Tim Laprade
Recreation and Arena Manager

Approved By:



Louise Fragnito, CPA, CGA
Chief Administrative Officer

Recreation, Parks and Leisure Master Plan- Project Scope and Deliverables

2.1 Required Elements

The Township of South Frontenac is seeking a creative and innovative approach to the Recreation, Parks and Leisure Master Plan. The outcome must be a clear action plan to lead the Township in the development of future recreational and leisure infrastructure and services with a demand driven approach to integrated parks and recreation planning that aligns with Council's strategic priorities. The Recreation, Parks and Leisure Master Plan will provide the Township with the necessary framework to manage its parks, open spaces, programs, events, facilities, amenities, to support municipal requests during development agreements, in future grant applications, and all other recreational elements in a cost effective manner consistent with industry leading and evidence based practices.

2.1.1 Overall Objectives/ Deliverables

The overall objectives of this Recreation, Parks and Leisure Master Plan development are as follows:

a) Create a motivating multi-year Recreation, Parks and Leisure Master Plan that aligns with the current Recreation Master Plan vision statement with an emphasis on social development (vs. economic development) using a benefits-based approach.

b) The plan must include specific tasks, timelines, and budget for achieving objectives of the plan. The plan must include a scheduled review protocol to ensure it is being used to its full potential.

c) Align the Recreation, Parks and Leisure Master Plan with Council vision and the Township of South Frontenac's Strategic Direction and applicable guiding policies with a mindful direction of further unifying the Township districts. This would also include aligning the Recreation, Parks and Leisure Master Plan with the Township's asset management, long range capital plan, and multi-year budgeting.

d) Review previous recreation plans to determine what initiatives/ plans/ tasks were not completed and reprioritize these items as relevant.

e) A comprehensive strengths, weaknesses, opportunities, and threats (SWOT) assessment for all municipal recreation services in the Township.

f) Infuse principals of accessibility, environmental sustainability, economic sustainability, and community integration into the delivery of all recreational services.

g) Determine if the available recreational services in the Township are balanced, accessible and appropriately addresses all the needs of current and future residents, as well as visitors to the Township.

h) Review the Recreation Department's emergency management protocol and develop safety procedures.

i) Review the current user fee structure, facility usage, annual operating and capital costs, fees collected, current subsidization amounts and suggest enhancements to the structure that will ensure accessibility and sustainability over the course of the plan.

j) Develop a comprehensive and ongoing community engagement process to identify the diverse needs and wishes of the public.

k) Develop a process to streamline implementation of the identified changing needs and wishes of residents within the Recreation, Parks and Leisure Master Plan's lifetime.

l) Align the Recreation, Parks and Leisure Master Plan with current industry best practices and local, national, and international recreation trends.

m) Include a literature review section in the plan with relevant information pertaining to recreation in characteristically similar municipalities and local, national and international recreation trends and best practices.

n) Identify recreational experiences that are unique to the Township, and create innovative strategies to enhance and promote these aspects and ultimately increase tourism in the Township.

o) Identify recreational gaps within the Township, identify what activities residents commonly leave the municipality to access or experience.

p) Identify key funding opportunities that can enhance all aspects of recreation service delivery and tourism.

q) Promote a healthy and active lifestyle among all age groups.

r) Increase sense of community and community engagement among all age groups.

s) Enhance volunteer opportunities and participation in community voluntarism.

t) Enhance the overall quality of life for residents of the Township.

2.1.2 Recreation Programming Objective/ Deliverables

The programming objectives for this Recreation, Parks and Leisure Master Plan are as follows:

a) Determine where the Township could expand or consolidate programming and services related, but not limited to, the following demographics: children, youth, adults, older adults, people with varying accessibility needs, people with low income, newcomers to Canada, etc.

b) Assess the possibility and merit of partnering with community groups, associations, organizations, other municipalities, to support access to recreational programming.

2.1.3 Recreation Facilities Objectives/ Deliverables

The objectives for the recreation facilities for this Recreation, Parks and Leisure Master Plan are as follows:

a) Develop and prioritize short- and long-term capital projects for current infrastructure improvements or potential new capital projects. All potential projects should include general budget and timeline estimates.

b) Review and report on maintenance and operating costs of each facility.

c) Review and report on recommendations for facility optimization based on facility operating cost, usage, and location in relation to hamlets/ other community facilities. This could include investment/ expansion or consolidations/ closures of recreational facilities.

d) Review and report on facility accessibility.

e) Review user fee structure and suggest policies regarding user fee procedures.

f) Evaluate facility location and overall design in relation to the demographic requirements over the life of this plan.

g) Assess the possibility and merit of partnering with community groups, associations, organizations, other municipalities, existing public and private facilities, etc.

h) Recommend possible solutions to capture drop-in usages rates in recreational facilities.

2.1.4 Parkland Objectives/ Deliverables

The objectives for the parkland and open spaces for this Recreation, Parks and Leisure Master Plan are as follows:

a) Examine and predict the impact, trends and future needs in parkland and open spaces for new residential developments in the Township.

b) Identify potential land acquisitions available to the Township, including recreation facilities, parks and greenspaces, roadside rest/ picnic areas, and potential trail development linking residential areas to parks, green spaces, and hamlets.

c) Identify potential land acquisitions for boat launches, including potential launch investment, relocation or consolidations. Include potential cost recovery programs for launches (i.e. pass/ parking program).

d) Recommend possible solutions to capture drop-in usages rates in parkland and open spaces.

2.2 Considerations

a) The Township of South Frontenac is currently undergoing an Official Plan redevelopment. The creation of this Recreation, Parks and Leisure Master Plan will be completed before the Official Plan is to be adopted by Council.

b) The Township of South Frontenac adopted a trial recreation committee structure that is scheduled to end November 2022. It has not yet been determined what the recreation committee structure will be at the end of the trial period.

c) The Township of South Frontenac has several past documents and plans that the Consultant will need to review as part of this process. These include but are not limited to:

i. 2017 Recreation Survey Results;
ii. Recreation Committee Terms of Reference;
iii. Recreation Committee Presentation;
iv. Recreation Master Plan;
v. 5 year reoccurring district recreation plans;
vi. Growth Management Study;
vii. 2019-2022 Strategic Plan.

TOWNSHIP OF SOUTH FRONTENAC

RECREATION, PARKS AND LEISURE MASTER PLAN

MAY 2022

SOUTH FRONTENAC

Prepared by thinc design in association with Mehak, Kelly & Associates, and Oraclepoll Research Ltd. for the Township of South Frontenac

Land Acknowledgment Statement

In the spirit of Truth and Reconciliation and as an opening statement to this plan, we recognize that the lands of South Frontenac Township are entirely within the traditional unceded territory of the Algonquin, Anishnaabe, and the Haudenosaunee.

In acknowledging this traditional territory, we recognize its long history and as we embark on discussing recreation, parks and leisure services, we recognize that recreation activities have been occurring on these lands by Indigenous peoples long before the establishment of European settlements. Further, we acknowledge the land's continued significance for the Indigenous Peoples who continue to live, work and play here.

This recognition must also be clearly and overtly connected to our collective commitment to realizing the promise and the challenge of Truth and Reconciliation in our communities.

The Township plays an important role in the reconciliation process and, through the implementation of the Recreation, Parks and Leisure Master Plan, we can advocate and work to co-create meaningful recreation services with Indigenous communities.

Table of Contents

Land Acknowledgment Statement iii

Introduction 1

- Purpose of the Master Plan 1
- Planning Process 1

1.0 Background and Community Context 5

- 1.1 Geographic Context 5
- 1.2 Socio-demographic Profile 6
- 1.3 Summary of Relevant Township Plans & Studies 12
- 1.4 Summary of Relevant Township Policies & By-laws 16
- 1.5 Summary of Relevant County Plans and Policies 18

2.0 Trends in Parks and Recreation Service Provision 27

- 2.1 Overarching Trends 27
- 2.2 Substantive Service Areas 33

3.0 Framework for the Master Plan 46

4.0 Programs and Events 51

- 4.1 Supply 51
- 4.2 What We Heard 56
- 4.3 Program/Event Areas for Development 61
- 4.4 Program Delivery 72

5.0 Facility Needs Assessment 76

- 5.1 Requirements for All Facilities 76
- 5.2 Outdoor Scheduled Facilities 86
- 5.3 Indoor Scheduled Facilities 110

6.0 Parks, Trails and Boat Launches 145

- Introduction 145
- 6.1 Park Supply and Classification 145
- 6.2 Trails Supply 154
- 6.3 Boat Launch Supply 156
- 6.4 What We Heard 160
- 6.5 Nature and The Outdoors: Guiding Principles for Providing Outdoor Municipal Spaces 163
- 6.6 Considerations for New Facilities 170
- 6.7 General Park, Trail and Boat Launch Recommendations 177
- 6.8 Park Specific Recommendations 180
- 6.9 Trail Specific Recommendations 209
- 6.10 Boat Launch Specific Recommendations 211

7.0 Implementation 214

- 7.1 Implementation Considerations 214
- 7.2 Parks, Trails and Boat Launches Recommendations 216
- 7.3 Facilities Recommendations 223
- 7.4 Programs and Events Recommendations 231

APPENDIX A: GreenPlay LLC Pricing 235

- Pricing for GreenPlay (CDN equivalents) 236

APPENDIX B: Ball Diamonds 237

- Use Calculations (based on use information from Township) 238

APPENDIX C: Rectangular Playing Fields 241

APPENDIX D: Net Sport Courts 243

APPENDIX E: Arena Schedule for selected months, 2019/2020 247

APPENDIX F: Boat Launch Assessment Terms of Reference 251

- Boat Launch Assessment Terms of Reference 252

APPENDIX G: Indoor Pools 255

List of Tables

Table 1-1: Key population data for the Township of South Frontenac* 6
Table 1-2: Age distribution of the population for South Frontenac and Frontenac County* 7
Table 1-3: Permanent and seasonal populations for the Township of South Frontenac every five years from 2021 to 2031* 10
Table 1-4: Projected population growth for permanent and seasonal residents South Frontenac's settlement areas between 2016 and 2046* 11
Table 2-5: 2021 ParticipACTION Adult Report Card Indicators 39
Table 4-1: Summary of events organized in South Frontenac 51
Table 4-2: Programs in South Frontenac 54
Table 4-3: Comparison of key findings from the random telephone and online resident surveys 58
Table 4-4: Organizations that own or manage natural areas in the Township 65
Table 4-5: Arts and culture programs offered in South Frontenac 69
Table 4-6: Programs and event options for parks and facilities in the Township 70
Table 5-1: Ball Diamonds- Supply and Reported Demand 90
Table 5-2: Recommended Ball Diamond Designations 92
Table 5-3: Rectangular Playing Fields- Supply and Reported Demand 95
Table 5-4: Recommended Rectangular Playing Field Designations 98
Table 5-5: Pickleball Courts- Supply and Reported Demand 100
Table 5-6: Tennis Courts- Supply and Reported Demand 103
Table 5-7: Canadians that played tennis at least once a week during tennis season 104
Table 5-8: Pickleball and Tennis Courts 105
Table 5-9: Stocksport - Supply and Reported Demand 107
Table 5-10: Horseshoe Pits - Supply and Reported Demand 109
Table 5-11: Household Survey Results for Potential Multi-purpose Space Uses 111
Table 5-12: Large Multi-purpose Spaces 112
Table 5-13: Small Multi-purpose Spaces 120
Table 5-14: Single Purpose Facilities - Supply and Reported Demand 127
Table 5-15: Township museums 130
Table 5-16: Seniors facilities 131
Table 5-17: Facility interests 133
Table 5-18: Multi-purpose complex high-level estimates 136
Table 6-1: South Frontenac Parks and Amenities Inventory 146
Table 6-2: Proposed Park Classification System 148
Table 6-3: Comparison of park provision levels and targets in comparable municipalities 151
Table 6-4: South Frontenac Trail Inventory 154
Table 6-5: Boat Launches in South Frontenac 157
Table 6-6: Question 4 from the random telephone survey: At which of the following municipal outdoor facilities, parks or beaches have you or other members of your household participated in organized programs and/or unstructured activities? (please select all that apply) 161
Table 6-7: Considerations for possible outdoor ice rinks 171
Table 6-8: Rationale for developing a skatepark or pump track at South Frontenac parks 173
Table 7-2: Recommendations for parks, trails and boat launches in South Frontenac 216
Table 7-3: Recommendations for facilities in South Frontenac 223
Table 7-4: Recommendations for programs and events in South Frontenac 231

List of Figures

Figure 1-1: Age distribution for the population of the Township of South Frontenac and the County of Frontenac in 2016* 8
Figure 1-2: Age Distribution for the population of Frontenac County in 2021 and 2031* 9
Figure 2-1: Educational infographic created by EcoHealth Ontario 31
Figure 2-2: Wedding ceremony at Island Lake's floating amphitheatre 33
Figure 2-3: Durham College Esports Venue 37
Figure 4-3: Top programs of interest from the telephone survey 57
Figure 4-4: Top programs of interest from the online survey 57
Figure 5-1: Resident Opinion on Levels of Service from the Township in Four Different Service Areas.* 79
Figure 5-2: Pyramid Methodology for Resource Allocation/Cost Recovery* 80
Figure 5-3: GreenPlay Model Related to Municipal Mandate 80
Figure 5-4: Outdoor Facilities in South Frontenac 89
Figure 5-5: Indoor Facilities in South Frontanac 115
Figure 5-6: Municipal Double Gymnasium with Elevated Track (Edithvale Community Centre, Toronto) 135
Figure 5-7: Resident Opinion on the Most Important Issues to be Addressed by Council in the Township of South Frontenac.* 137
Figure 5-8: Russell Sports Dome: workout area, track and artificial turf field 138
Figure 5-9: Russell Sports Dome: multi-sport court 139
Figure 6-1: Parks and Trails Map 153
Figure 6-2: Boat Launch Map 158
Figure 6-3: Use of parks and facilities from the online survey (pie on the left), and resident survey (pie on the right). 160
Figure 6-4: Comments from Master Plan resident survey 163
Figure 6-5: Centennial Park Existing Amenities 181
Figure 6-6: Centennial Park Play Equipment 182
Figure 6-7: Centennial Park Pathways and Wayfinding 182
Figure 6-8: Centennial Park Multi-Purpose Pad 182
Figure 6-9: Centennial Park Dog Park 182
Figure 6-10: Sydenham Point Municipal Park Site Map 185
Figure 6-11: Sydenham Point Play Equipment 187
Figure 6-12: Sydenham Point Beach 187
Figure 6-13: Site map of McMullen Beach and Soccer Parks 188
Figure 6-14: McMullen Park Play Equipment 189
Figure 6-15: McMullen Park Basketball Nets 189
Figure 6-16: McMullen Park Cemetery Fencing 189
Figure 6-17: McMullen Park Parking 189
Figure 6-18: Davidson Beach Pathway to Beach 191
Figure 6-19: Gilmour Point Beach Pathway 192
Figure 6-20: Gilmour Point Beach Pavilion 192
Figure 6-21: Bleachers at Dave Bowes Memorial Ball Park 194
Figure 6-22: Playground at Gerald Ball Memorial Park 195
Figure 6-23: Pickleball Courts at Gerald Ball Memorial Park 195
Figure 6-24: Play Equipment at Inverary Ball Park 198
Figure 6-25: Bleachers at Inverary Ball Park 198
Figure 6-26: Map of Princess Anne Community Centre and South Frontenac Museum site 200
Figure 6-27: Play Equipment at Tett Park 201
Figure 6-28: Open Space at Tett Park 201
Figure 6-29: Wilmer Ball Park Playground 202
Figure 6-30: Wilmer Ball Park Bleachers 202
Figure 6-31: Wilmer Ball Park Canteen 202
Figure 6-32: Battersea Ball Diamond Open Space and Playground 203
Figure 6-33: Latimer Community Park Play Equipment 204
Figure 6-34: Latimer Community Park Basketball Court 204
Figure 6-35: Latimer Community Park Gazebo 204
Figure 6-36: Harris Hall Play Equipment 205
Figure 6-37: Loughborough Boat Ramp 211









Introduction

Purpose of the Master Plan

This Recreation, Parks & Leisure Master Plan was developed to evaluate the needs and opportunities for recreation programs and events, facilities, trails, lakes and parks in South Frontenac over the next 10 years. This report provides needs assessments, recommendations and an implementation plan that will guide the Township's recreation provision over the term of the Plan.

Planning Process

The Plan was developed in four phases:

Phase 1: Project Initiation and Background Research

Phase one of the project took place in Winter 2020. It involved conducting a review of background documents, creating a socio-demographic profile and compiling inventories of the Township's parks, facilities and programs and events.

Phase 2: Community Engagement

Phase two took place in Winter/Spring 2021. Interviews with internal and external stakeholders were conducted, including with members of Council, Township and County staff, and community groups and organizations, for a total of 24 interviews. Nine focus group sessions were conducted with the Township's recreation committees, residents, groups and organizations. A website was created for the project (engagefrontenac.ca) to provide updates and opportunities for community engagement throughout the process. A Consultation Summary Report was completed in Summer 2021 and posted on engagefrontenac.ca.

Phase 3: Needs Assessment and Draft Report

Phase three took place between Summer and Winter 2021. It involved developing needs assessments for programs, activities and events, recreation facilities, parks, trails and boat launches. An implementation program was developed, outlining the suggested roll out of recommendations.

Phase 4: Final Recreation, Parks & Leisure Master Plan

The draft Master Plan was completed and posted on engagefrontenac.ca for two weeks. The comments received were positive and reinforced the recommendations provided. The Plan was finalized and presented to Council in Summer 2022.

SOUTH FRONTENAC

RECREATION, PARKS, AND LEISURE MASTER PLAN

1.0 BACKGROUND AND COMMUNITY CONTEXT

SOUTH FRONTENAC

1.0 Background and Community Context

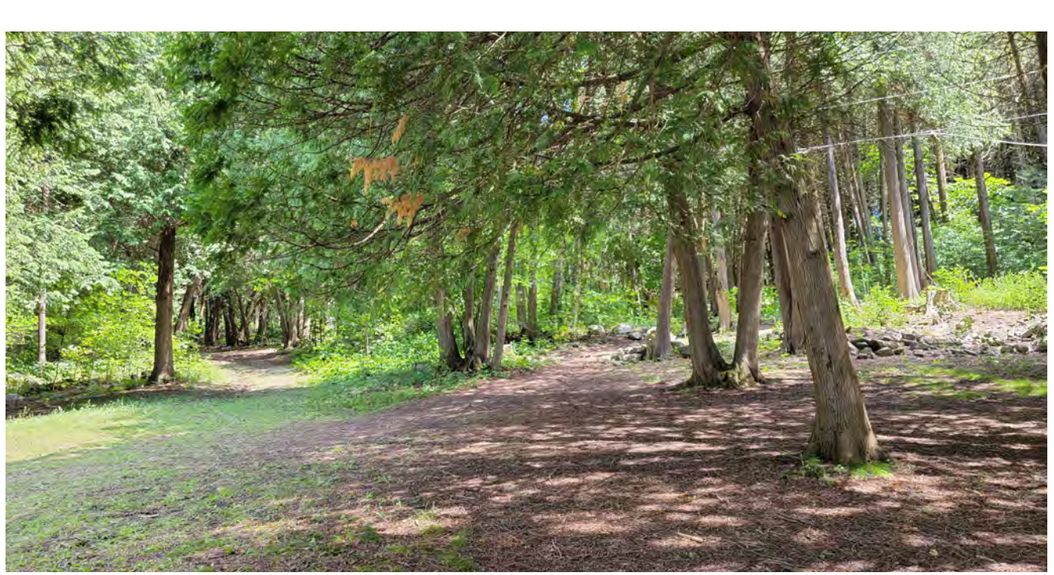
1.1 Geographic Context

The Township of South Frontenac is located in Southeastern Ontario, in the County of Frontenac, a region that is approximately 4,000 square kilometres comprised of four municipalities: Central Frontenac, North Frontenac, South Frontenac and Frontenac Islands. South Frontenac has a land area of 971.56 square kilometres and is located 250 kilometres east of Toronto, accessible via Highway 401 and a 20 minute drive from the City of Kingston, north of Highway 401.[1]

It is South Frontenac's vision to be "natural, vibrant and growing - a progressive rural leader." South Frontenac is comprised of many small communities spread throughout its rural landscape, with 75 named lakes, and streams, ponds and natural springs dispersed throughout the Township. In addition to the many parks and open spaces located in the Township, South Frontenac is a part of the Frontenac Arch Biosphere, which is a UNESCO-designated biosphere region that is home to a diverse population of rare species within the Canadian Shield.[2]



Petworth Mill Site



Davidson Beach

1 https://www.frontenaccounty.ca/en/living/about-frontenac.aspx
2 https://www.southfrontenac.net/en/things-to-do/explore-the-outdoors.aspx

1.2 Socio-demographic Profile

The socio-demographic profile for the Township was developed using data from the 2016 Canada Census and the Township of South Frontenac Growth Analysis Study, 2016-2046 (2020).

Table 1-1 highlights key data from the 2016 Canada Census on population age distribution, population density, median total income of households and mobility status for South Frontenac.

Table 1-1: Key population data for the Township of South Frontenac*

Population	18,646	
Age Distribution	0-4 years old (Preschool)	900 (4.9%)
	5-9 years old (Children)	1,025 (5%)
	10-19 years old (Tweens and teens)	2,185 (11.7%)
	20-64 years old (Adults)	11,220 (60%)
	65+ years old (Seniors)	3,320 (17.8%)
Population Density	19.2 people/square kilometre	
Median Total Income of Households in 2015	$89,457	
Mobility Status	Place of residence 1 year ago (prior to 2016): 1,420 (7.7%) movers Place of residence 5 years ago (prior to 2016): 4,540 (25.7%) movers	

*(Source: 2016 Canada Census)

Table 1-2 highlights the age distribution for the population in South Frontenac and Frontenac County.

The proportionate age distribution shows that the 45 to 59 year age cohort is the largest in both the Township of South Frontenac and the County.

Table 1-2: Age distribution of the population for South Frontenac and Frontenac County*

Age Group	South Frontenac Population	South Frontenac Total Population (%)	Frontenac County Population	Frontenac County Total Population (%)
0-14 years of age	2,990	16	22,020	14.6
15-29 years of age	2,780	14.9	29,225	19.4
30-44 years of age	3,030	16.3	26,390	17.5
45-59 years of age	4,925	26.4	32,750	21.8
60-74 years of age	3,840	20.6	26,940	17.9
75 years of age and older	1,075	5.8	13,150	8.7
Total	18,645	100	150,475	100

*(Source: 2016 Canada Census)

Figure 1-1 below illustrates the data from Table 1-2 in a graph.

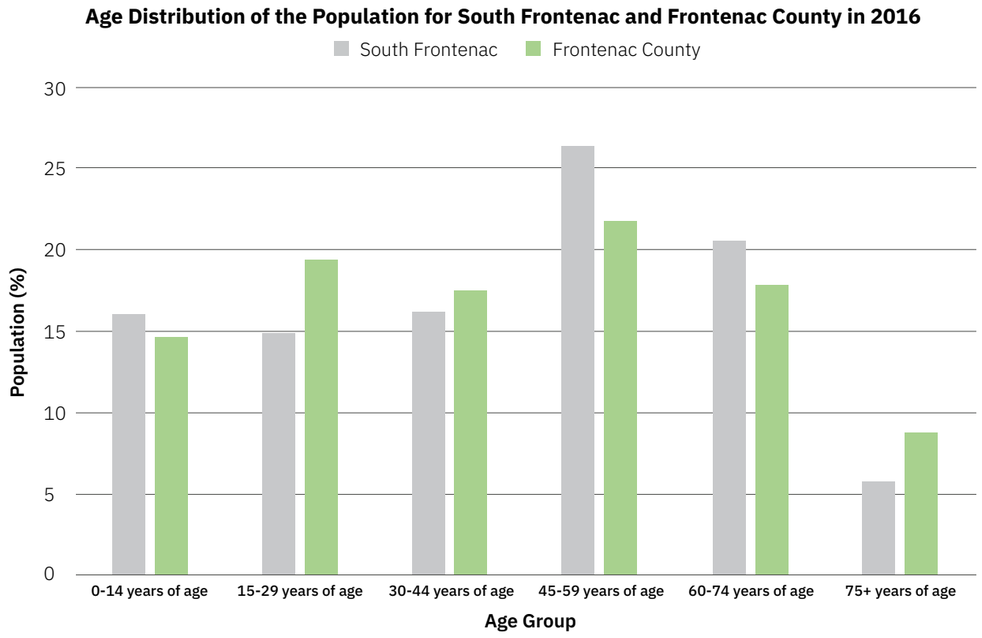


Figure 1-1: Age distribution for the population of the Township of South Frontenac and the County of Frontenac in 2016*

*(Source: 2016 Canada Census)

Figure 1-2 illustrates the current and projected (2031) age distribution in Frontenac County. The County's population is projected to decline from 2021 to 2031 for most age groups, except for the 30-44 years of age and the 75+ years of age groups.

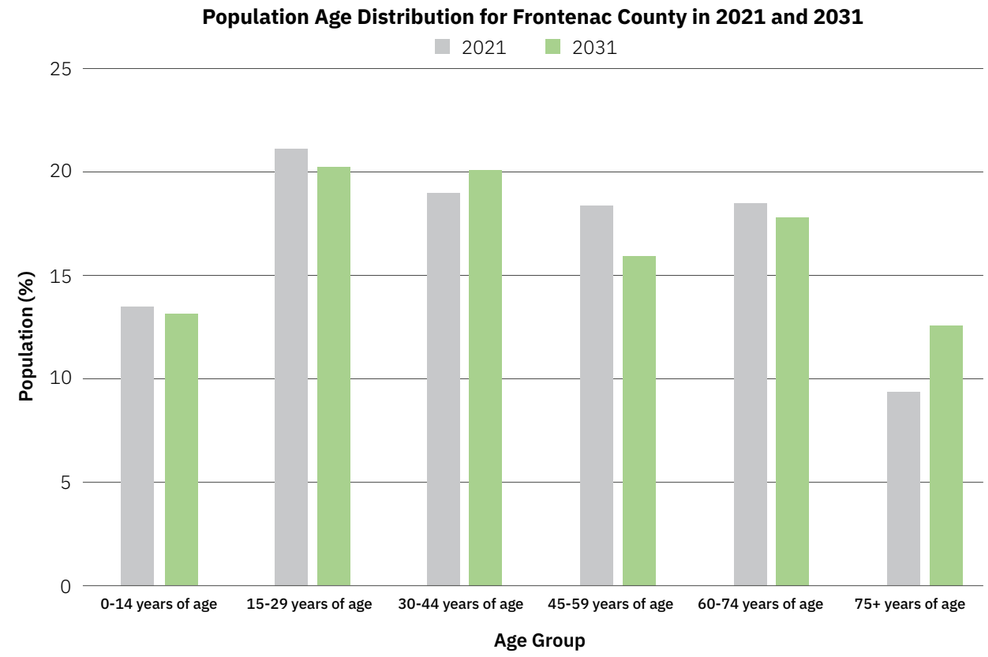


Figure 1-2: Age Distribution for the population of Frontenac County in 2021 and 2031*

*(Source: Ontario Population Projections Update, 2019-2046, Summer 2020)

Future Population of South Frontenac

Table 1-3 presents the projected permanent and seasonal populations of South Frontenac in 2021, 2026 and 2031. Throughout this period, the percentage share of the Township's seasonal population is anticipated to decline slightly, although it will continue to comprise approximately 1/3 of the total. The permanent and seasonal populations are projected to increase between 2021 and 2031.

Table 1-3: Permanent and seasonal populations for the Township of South Frontenac every five years from 2021 to 2031*

Year	Permanent Population		Seasonal Population		Total
	#	%	#	%	#
2021	19,900	65%	10,500	35%	30,400
2026	20,800	66%	10,600	34%	31,400
2031	21,800	67%	10,700	33%	32,500

*(Source: Growth Analysis Study 2016- 2046, 2019 by Watson & Associates Economists)

Locations of Future Growth

Future growth is anticipated in primary settlement areas, secondary settlement areas, remaining settlement areas and rural areas, per the Growth Analysis Study 2016-2046, completed in 2019:

- Primary Settlement Areas (Inverary, Sydenham and Verona) provide a broad range of services including commercial and community lands, as well as a broad range of housing options.
- Secondary Settlement Areas (Battersea, Harrowsmith, Hartington and Sunbury) are predominately residential with commercial services.
- Remaining Settlement Areas (Bellrock, Perth Road Village, Petworth, Railton, Spaffordton and Wilmer) are almost entirely residential and have not experienced as much growth and development in relation to primary and secondary settlement areas.
- Rural: Growth outside of the defined settlement areas, including waterfront properties.

Table 1-4 shows the percentage of the population growth projected in South Frontenac in each settlement area between 2016 and 2046 for both seasonal and permanent populations. The largest population growth is expected in the rural area of South Frontenac for both permanent and seasonal residents.

Table 1-4: Projected population growth for permanent and seasonal residents South Frontenac's settlement areas between 2016 and 2046*

Settlement Area	Population Growth 2016 - 2046 (permanent residents only)	Population Growth 2016 - 2046 (permanent and seasonal residents)
Primary	34%	30%
Secondary	24%	21%
Rural	38%	46%
Remaining areas	4%	4%

*(Source: Growth Analysis Study 2016- 2046, 2019 by Watson & Associates Economists)

1.3 Summary of Relevant Township Plans & Studies

Township of South Frontenac Official Plan, 2003

The Official Plan outlines the direction the Township will take regarding its planning and development decisions in relation to social, economic and environmental matters. The Official Plan encourages growth and maintaining the Township's environmental integrity post-amalgamation. Council approved a new Policy Directions Report in 2021, and an updated Official Plan is expected in 2022.

Key Points from the Plan:

- Official Plan goals and objectives Natural Heritage, Housing, Agricultural and Rural, Mineral Resources, Cultural Heritage, Public Health and Safety, Commercial, Servicing and Community Improvement, Recreational and Transportation.
- For Natural Heritage – to preserve and enhance the natural attributes of South Frontenac (e.g., lakes, forests, rural landscape); foster sustainable development that preserves current needs and the needs of future generations and maintains environmental quality. Improve and maintain water quality and shorelines.
- For Servicing and Community Improvement - providing the highest standard of physical and community services, especially in built-up areas (e.g., recreation parks, libraries, community meeting spaces, etc.).
- For Recreational – maximizing resources for greater recreation opportunities; ensuring sufficient park, recreational and sport facilities in the Township (e.g., the development/improvement of trails, scenic routes, recreational facilities, nature-oriented activities, etc.); importance of parkland dedication as permitted under the Planning Act; securing more waterfront lands for public use.
- Lands identified as Environmentally Sensitive Areas may be developed for specific purposes and uses for recreation, with Council's approval (e.g., significant fish habitat, areas of natural and scientific interest, woodlands and valleylands, etc.).
- Council, in consultation with the Conservation Authority, requires any Environmentally Sensitive Areas to undergo an Environmental Impact Assessment first if being considered for recreation development.
- Lands identified as Open Spaces (e.g., conservation areas, agricultural lands not involving livestock, woodlots, parks, golf courses, etc.) are permitted for recreational uses.
- Recreational uses are permitted on lands designated as Rural (e.g., riding clubs, campsites and trailer parks, marinas, etc.).

Township of South Frontenac – Growth Analysis Study 2016 - 2046, 2019

The Growth Analysis Study was completed in 2019 to assess the Township's potential settlement area growth from 2016 until 2046. The Study evaluates the key factors of growth in South Frontenac, including the type and location of population and employment growth.

Key Points from the Study:

- Employment in South Frontenac is expected to grow between 2016-2046, primarily related to work at home and no fixed place of work (e.g., off-site employment categories).
- The employment market in Kingston is a significant influence on both the population and employment growth in Kingston and South Frontenac.
- South Frontenac's permanent population base is projected to grow annually by 0.7% or a total of 4,700 over the 30 years between 2016 – 2046 from net-migration from other areas in the province.
- South Frontenac's 0.7% annual growth rate for its permanent population is the same projected growth rate for Frontenac County between 2016 - 2046.
- Frontenac County's permanent population is projected to increase by 5,900 between 2016 and 2046.
- Seasonal residents account for 35% of South Frontenac's total population base as of 2016 (approximately 41% of the total 2016 housing base).
- In total, South Frontenac's population (permanent + seasonal) is forecast to increase by 5,400 over the 30-year forecast period between 2016 and 2046.
- The population growth rate is expected to slow down moderately due to an aging boomer population (persons born between 1946 and 1964).
- The expected aging of the population within the 65+ age group is expected to increase demand for more housing within close proximity to urban amenities, community services and urban infrastructure in the Township.
- 46% of total permanent and seasonal housing development is expected to occur in rural areas, 30% in primary settlement Areas, 21% in secondary settlement areas, and 4% in the remaining settlement areas.
- As of 2019, 92% of all seasonal dwellings were waterfront properties, and this proportion is expected to continue to grow between 2016-2046. In comparison, 27% of permanent dwellings were located on the waterfront, and this proportion is expected to slowly decline as most housing development shifts toward in-land settlement areas.
- All high and medium density housing development is forecasted to occur in primary settlement areas because of community servicing opportunities: 57% in primary settlement areas, 37% in secondary settlement areas, and 6% in remaining settlement areas.

Township of South Frontenac Asset Management Plan, 2016

The Asset Management Plan was completed in 2016 and focuses on South Frontenac's current infrastructure assets (e.g., roads, water treatment, etc.).

Key Points from the Plan:

- There are 40 facilities identified in the inventory of the Township's assets, which are valued at $27,307,000 with a distribution of 8%.
- The short-term capital investment for facilities was projected to cost approximately $6.5 million total from between 2017 to 2026.
- The Plan encouraged the Township to promote a more "cycle-friendly community" through improved signage, reducing speed limits or undertaking educational campaigns.

Sydenham Lake Stewardship Plan, 2017

This Plan was completed in 2017 to provide a framework about the stewardship of Sydenham Lake in order to identify and protect natural and physical features and maintain a healthy natural environment for the Lake and its surrounding area. The Plan was completed through a partnership with the Sydenham Lake Association, the Township of South Frontenac, the Ministry of Environment and Climate Change, Ministry of Natural Resources and Forestry and the Cataraqui Region Conservation Authority (CRCA).

Key Points of the Plan:

- The six common goals of the lake community are: water quality, natural environment, water levels, climate change, land use development and social and recreational activity.
- Sydenham Lake is approximately 25 km north of Kingston in south eastern Ontario and is situated in the Millhaven Creek Watershed.

- Sydenham Lake lies within jurisdictional boundaries of South Frontenac and the Cataraqui Region Conservation Authority.
- Sydenham Lake is the largest Lake in the Millhaven Creek watershed, covering 5% of the total watershed area, and has 53.9 km perimeter of shoreline.
- Gould Lake is the second largest lake in the system and the most significant source of water for Sydenham Lake, and has 16.9 km perimeter of shoreline.
- The ten issues/concerns identified by the community were: the deterioration of water quality, respectful use of property, water quantity and levels, potential deterioration of the fishery, loss of natural shorelines and natural environment, invasive/nuisance species, impacts from new land uses and development, respectful use of the lake, loss of dark night skies and the impacts from changes in climate and watershed.
- Future actions identified to address some issues/concerns for Water include monitoring for improved water quality and water levels, improvements in the operation of on-site sewage disposal systems, increasing community's knowledge and awareness of water quality issues.
- Future actions identified to address issues/concerns about the Natural Environment include improvements in monitoring and maintenance of the natural environment, protection of natural shorelines and re-naturalizing altered shorelines, identifying and controlling (when possible) invasive and nuisance species, identifying and protecting species at risk and their habitats and protecting and maintaining a healthy fishery.
- Future actions identified to address issues/concerns about Climate Change were to work toward reducing the effects of climate change.
- Future actions identified to address issues/concerns about Land Use and Development were to ensure future development on lakes has minimal impact on water quality and the natural environment.
- Future actions identified to address issues/concerns about Social and Recreation Activity were improving boat safety, reducing boat traffic and conduct of lake users, promoting light pollution reduction measures and supporting local community initiatives to ensure continued enjoyment on the lake.
- To implement the Plan, the Sydenham Lake Association, Township and CRCA will work together to collectively take action to address the identified issues/concerns and take the identified actions.

Township of South Frontenac Strategic Plan, 2019-2022

The Strategic Plan was completed in 2019, and outlines the framework for the Township to achieve its vision of being "a progressive rural leader" that is "natural, vibrant and growing."

Key Points from the Plan:

- There are seven key steps of the Township's mission to work toward achieving the vision, which include:
  - Achieving equity among our residents and communities through a unified approach.
  - Meeting and setting exemplary service and infrastructure standards.
  - Managing the Township's operations in a financially sustainable manner.
  - Openly engaging citizens and partners in a transparent manner.
  - Preservation and leverage of the community's natural assets, history and rural lifestyle.
  - Recognizing and improving the Township's role in environmental stewardship through practical opportunities.
- The Strategic Plan identified five key values: Communication and Collaboration, Financial Sustainability, Progressive and Flexible, Environmental Sustainability and Public Service Excellence.
- The four overarching priorities are:
  - South Frontenac as a Regional Leader.
  - Supporting growth that meets the community's needs and upholds environmental integrity.
  - The organization capacity to deliver cost-effective services.
  - Be a catalyst for the creation of vibrant, complete communities.

Township of South Frontenac Development Charges Background Study, 2019

The Background Study was completed in 2019 to inform the development charges by-law.

Key Points from the Study:

- Outdoor recreation services (e.g., Parks and Open Space) have the potential to receive maximum development charge recovery for service components (e.g., parks rolling stock and yards, the development of area municipal parks, district parks, municipal-wide parks and special purpose parks).
- Indoor recreation services have the potential to receive a 90% development charge recovery for service components (e.g., arenas, indoor pools, fitness facilities, community centres, recreation vehicles and equipment).
- Library services have the potential to receive a 90% development charge recovery for service components (e.g., public library space including furniture and equipment, library vehicles and library materials).
- The provision of cultural, entertainment and tourism facilities and convention centres are ineligible for any development charge recovery for service components (e.g., cultural spaces such as museums, theatres, tourism facilities, etc.).
- In existing reserve funds, there is $218,287 for Parks and Recreation (as of December 31, 2018).
- The Township has sustained 122.86 acres of parkland.
- The current level of service is an average of 4.2 acres of parkland and two parkland amenities (e.g., playgrounds, soccer fields, etc.) per 1,000 in population between 2009 and 2018.
- The level of service amounts to approximately $417 per capita, and translates to a development charge eligible amount of $803,585.

- There are five Township facilities and one facility (the Frontenac Community Arena) shared with Central Frontenac. The six facilities amount to a total of 26,685 sq. ft. of space.
- The average historical level of service for the past 10 years has been approximately 0.91 sq. ft. of space per capita or an investment of $233 per capita.
- The Township provides for a Zamboni at the Frontenac Community Arena (South Frontenac is responsible for 59% of the cost), and that amounts to a service standard of $4/per capita.
- Based on the current service standards, the Township would be eligible to collect $456,000 from development charges.
- The total development charge eligible for parks and recreation over the forecasted period is $1,259,585.
- The growth-related costs of additional parkland development and recreation facility space (e.g., new splash pad, skateboard park, additional indoor recreation space, etc.) for the Township is $1,475,000. After the mandatory 10% reduction ($216,287) of the reserve fund balance, the net development charge amount is $1,111,213.

South Frontenac Skate Park Feasibility Study, 2019

The Study was completed in 2019 and explores the feasibility of a skate park in South Frontenac. The Study analysed various potential sites for their suitability as a skate park location.

Key Points from the Study:

- Criteria used to evaluate the sites: size of space, location within the community, site lines and visibility for observation and patrol, impact on adjacent homes, existing amenities and infrastructure, site conditions, ease of development, the Americans with Disability Act (ADA) accessibility, proximity to schools and optimal location.
- The Study determined that Sydenham Point Memorial Park is the most ideal proposed location site for a skate park due to it not being limited by space, its proximity to roadways, adjacent land uses and good site lines/visibility.
- The design of the skatepark aims to be a multi-use facility appropriate for BMX, rollerblades/roller skates and skateboards.
- The majority of skate park users is expected to be under the age of 18, so the ideal location would be accessible to and in walking distance from a school.

1.4 Summary of Relevant Township Policies & By-laws

By-law No. 2003-90 – A By-law to Regulate the Use of Parks

This By-law was adopted in June 2002 and focuses on the regulation of use of parks in the Township of South Frontenac.

Key Points from the By-law:

- The By-law contains regulations for the following uses: vehicles, other vehicles, boats, animals, camping, sale of merchandise, trade or business, fires, recreational facilities rental, games, alcoholic beverages, protection of property, loitering, enforcement and penalties.
- The By-law is enforceable by a Provincial Offenses Officer and violation penalties are prescribed through the Provincial Offenses Act.

By-law No. 2006-43 – A By-law to Regulate the Use of Boat Launching Facilities

This By-law was adopted in 2006 to regulate the operation and public use of boat launching facilities in the Township of South Frontenac. The By-law focuses on outlining guidelines regarding the maintenance, construction, appearance and operation of boat launching facilities.

Key Points from the By-law:

- The rules of operation for all boat launching facilities are:
  - No power loading or loading of boats onto trailers using the power generated by the boat motor.
  - Do not block the boat launch to prevent interference of other users.
  - No littering on the launch site.
  - Do not damage the docking facility or the land under the boat launching area.
  - No parking of vehicles or trailers that could block or interfere with the use of the boat launch
- The By-law is enforceable by a Provincial Offenses Officer and violation penalties are prescribed through the Provincial Offenses Act.

By-law 2017-16 – A By-law To Establish A Process For Valuating Parkland Cash-In-Lieu Payments Required As A Condition Of Consent Applications or Plans Of Subdivision or Condominium

This By-law was adopted in 2017 to establish an Approval Authority to handle parkland cash-in-lieu payments as a condition for plan approval for subdivision or condominium development. The lands that are conveyed through the valuation process go to the municipality for park or other recreational purposes. Through the Planning Act, the By-law gives Council the authority to consent to sever lands and impose specific conditions, and requires the valuation of land be decided the day before the approval of the draft plan of subdivision.

Key Points from the By-law:

- The Township requires between two to five per cent of the land value to be paid depending on the consent or plan of subdivision or condominium application to create industrial, commercial, residential or institutional lots.

Community Grant Policy

This policy has been in place since 2014 (updated in 2019) to create a grant funding process for community organizations and events that aim to encourage a greater quality of life for people within the Township.

Key Points from the Policy:

- The amount for grants is predetermined in the year's annual operating budget and the amount given to an organization is decided through a prearranged structure.
- Approval in one year does not guarantee funding in the following year.
- The grant streams are as follows: Operating, Sponsorship, Capital and Community Asset.
- The maximum available grants for each grant stream are $3,000 under specific conditions.
- To apply for a grant, the eligible recipient must provide the necessary documentation along with completing the Letter of Intent. The application can be received until the last business day of March.
- Grant decisions are announced by May 15th of every year after review of all Letters of Intent by the Corporate Services Committee.

- The evaluation of applications is done by a committee and chosen through a pre-set scoring system by the Township.
- The selected grant recipient will have to sign a grant agreement and submit a final report upon the completion of their project or event.

Missing Child Protocol

This protocol was formulated to direct Township camp staff in a situation with a missing child.

Key Points from the Protocol:

- A specific search plan for Sydenham Point Park, Gilmour Point Beach, McMullen Beach, Gerald Ball Memorial Park, and Centennial Park.
- Established steps to identify the missing child, gather and shelter all remaining children in one location, contact emergency authorities and guardians and activate the search plan.
- The search plan involves three teams of staff searching the property for the missing child.
- Designation of the search perimeters for sites.
- A letter of notice provided to parents/caregivers outlining the procedure for the "Lost Child Protocol" and the necessary contact and emergency information needed for camp.

Staff and Child Protection Protocol

This protocol was formulated to direct Township staff about how to protect the safety of staff, children and young people for their Swim and Day Camp program.

Key Points from the Protocol:

- Specifies the criteria concerning when to implement the protocol for unwanted, suspicious or violent individuals.
- Outlines steps to follow for known individuals and/or known or suspected individuals.
- A notice letter to parents/caregivers will be provided to alert to the development and reasoning of the Protocol.

1.5 Summary of Relevant County Plans and Policies

County of Frontenac Trails Master Plan, 2009

The Trails Master Plan was completed in 2009 to evaluate and develop trail infrastructure throughout the County of Frontenac. The Master Plan discusses the importance of trails to help promote the County's vision of sustainable and healthy communities through physical activity, appreciation for nature and the County's rich heritage.

Key Points from the Plan:

- Three important benefits of trails located in the County of Frontenac were identified: health, economic and environmental.
- There are 23 trails currently identified in the County of Frontenac.
- There were 12 organizations consulted for the Plan in the County of Frontenac: Cataraqui Region Conservation Area (CRCA), Eastern Ontario Trails Alliance, Frontenac ATV Club, Frontenac Stewardship Council, Hike Ontario, Kingston Fields Naturalists, Ontario Federation of Snowmobile Clubs, K&P Trail group, Land O' Lakes Tourist Association, Ontario Trails Council, Trans Canada Trail and Frontenac Arch Biosphere Reserve.
- There are design guidelines provided in the Plan that are to be considered when designing trails located in the County of Frontenac, which also includes signage guidelines to help ensure safe and continual use of trails by different groups of people for various uses.
- The planning, development and management of Frontenac's trail system will influence the use of the trails by different groups of people (e.g., privacy, noise, access, garbage control).

County of Frontenac Natural Heritage Study Report, 2012

This Study was completed in 2012 to provide an overview of the County's natural heritage features and systems to implement policies that are informed of the County's natural heritage.

Key Points from the Study:

- The purpose of the study was to "increase the understanding of natural heritage features and systems across the Frontenacs" (p. 1).
- The five main goals of the Study were to:
  - Improve the understanding of natural heritage features and systems across the Frontenacs.
  - Develop land use planning information and policies that identify, protect and enhance the County's natural heritage features and systems in a manner that meets and exceeds provincial direction.
  - Encourage and facilitate private stewardship, partnerships between organizations and public education.
  - Protect the relationships between plant and animal communities.
  - Identify the links between natural heritage features and systems.
- A policy review of all Townships identified key policies pertaining to natural heritage in each municipality's Official Plan.
- In South Frontenac's Official Plan, there are policies pertaining to the protection of land with significant environmental designation (e.g., environmentally sensitive areas, flood plains, lake trout lakes, wetlands, etc.).
- There are opportunities for collaboration/partnership between Frontenac County, the County's municipalities and external partners to help promote Frontenac County's culture of ecological stewardship among residents, businesses and tourists (e.g., fishing, tree planting, species monitoring, creating/maintaining hiking trails, community initiatives, outdoor educational programs/activities, geocaching, etc.).

County of Frontenac Capital Asset Management Plan, 2013

This Plan was completed in 2013 to provide an overview of the current and future condition of the County's infrastructure assets.

Key Points from this Plan:

- Good infrastructure is important for economic development, competitiveness, prosperity, reputation and the overall quality of life of residents.
- As of 2012, the replacement asset value of land improvements was $1,112,572 (3% of the total: $37,620,674).
- The replacement asset value of buildings was $27,591,721 (73% of the total: $37,620,674).
- Frontenac County has an annual infrastructure deficit of $851,000 – cumulative grade point average (GPA) of "D+" (all asset values - Machine & Equipment, Buildings, Land Improvements and Vehicles).
- The County has an individual condition grading of a "F" in Land Improvements and a "D" in Buildings.
- Currently all the infrastructure asset categories are funded at 68% of their long-term requirements.
- Frontenac County has annual tax revenues of $8,162,000 (in 2013) and to reach full funding it would require an increase in tax revenue change of 10.4% over time.

- It is suggested that there be a 1.0% increase in revenues over a 10-year period or 2.1% over a 5-year period for a dedicated capital levy to help fund infrastructure improvements.

County of Frontenac Official Plan, 2014

This Plan was completed in 2014 to provide a framework for the County and municipalities within its jurisdictions to manage growth and protect the natural environment.

Key Points from the Plan:

- Frontenac County has one of the smallest county populations in all of Eastern Ontario.
- The vision for the Plan is to guide "land use changes in the County over the next 20 years to 2034 by protecting and managing the natural environment, directing and influencing growth patterns and facilitating the vision of the County as expressed through its residents" (p. 7).
- The Frontenac Arch Biosphere Reserve (one of sixteen biospheres in Canada and designated under UNESCO's Man and Biosphere Programme) covers both the Central and South Frontenac Townships and is an important local and visitor natural attraction.
- 17% of Frontenac County's lakes, 12% of Frontenac County's wetlands and 1% of crownland located in Frontenac County, reside in South Frontenac Township.
- The seven key themes of Frontenac County's Official Plan center on Sustainability, which includes Economic Sustainability, Growth Management, Community Building, Housing and Social Services, Heritage and Culture and Environmental Sustainability.

Economic Development Charter for the Frontenacs, 2015

The Charter was completed in 2015 to outline a communal approach to economic development within the County. The Charter emphasizes the importance of a strong economy to help build vibrant, long-term communities and a high quality of life for County residents.

Key Points from the Plan:

- The main activities of priority outlined in the Charter center around three themes: Trips and Trails, Food and Beverages and Recreation Lifestyle.
- 'Trips and Trails' focuses on safe community linkages for recreation, active transportation and tourism through emphasis on the County's geography.
- 'Food and Beverages' focuses on the County's local food production and agricultural industry, which creates unique opportunities for local businesses in the townships, and benefits tourism.
- 'Recreation Lifestyle' focuses on marketing of the Frontenac lifestyle, which highlights the County's natural beauty and access to amenities of the Frontenacs as an attraction for families and businesses.
- The Charter identifies implementation tools used to help enforce the three main activities of focus to help grow the County's economy and generate new jobs: a coordinated approach to infrastructure; access to grants opportunities, business loans and counseling; and regional marketing.
- Two key groups of demographics of focus for the County are seniors and youth and families.

Frontenac Accommodation Review and Strategy for Growth, 2017

This Plan was completed in 2017 to review and study accommodation opportunities available in Frontenac County.

Key Points from the Plan:

- 145 accommodations were identified in the region, with 28% in South Frontenac (33% in Central Frontenac, 31% in North Frontenac and 8% in the Frontenac Islands).
- The distribution of accommodations identified via Business Directories in Frontenac County in 2017 available in South Frontenac was as follows: short-term rental - 24%, cottages - 9%, campgrounds - 4%, commercial roofed accommodations - 1%, traditional B&B - 2% and retreat - 1%.
- Based on 2017 assessment data by the consultant, the number of accommodations available in South Frontenac were: Marina - 5, Campground - 113, Hotel, Inn or Motel - 18, Seasonal/Recreational Dwelling - 3119, Bed and Breakfast Establishment - 3 and Cottage Primary Use - 102.
- The number of businesses identified via Business Directories in Frontenac County in 2017 available in South Frontenac were: Food and Entertainment Establishment - 10, Food and Entertainment Establishment (Artisan) - 11, Marine Outfitter - 4 and Recreation -2.
- The number of cultural assets identified via Business Directories in Frontenac County in 2017 available in South Frontenac were: Cultural Businesses - 11, Natural Facilities and Spaces - 36, Festivals and Events - 29, Community Group - 10 and Tourist Attraction - 3.
- The number of natural assets identified via Business Directories in Frontenac County in 2017 available in South Frontenac were: Beaches - 5, Conservation Areas - 2, Environmental Centres and Nature reserves - 1, Golf Courses - 2, Parks and Trails - 17 and Lake/Boat Launches - 33.
- There are policies from South Frontenac's Official Plan that the County highlights as opportunities to encourage recreational and tourist opportunities. The policies identified in Section 5.0 of the Official Plan permitted the Bed and Breakfast related uses (5.6.1), roofed accommodation uses (5.6.3), and limited accommodation development on rural land (5.7).
- The Community Improvement Plans (CIP) identify available funding for all municipalities in the region to support existing and/or the creation of new accommodations. In South Frontenac, the Harrowsmith - CIP has the Community Improvement Loan Program, Facade Improvement Plan, Accessibility Enhancement and Municipal Fees Grant Program.
- South Frontenac was identified as a destination for tourists who are nature lovers, connected explorers, up-and-coming explorers, sport lovers and family memory builders.
- Recommendations to support the development of accommodations in South Frontenac included hosting County-Township staff workshops, creating a resource guide, developing newsletters/ websites and expanding funding programs.

County of Frontenac Age Friendly Community Action Plan, 2017

This Plan was completed in 2017 to provide direction and identify opportunities and specific actions to improve age-friendly practices.

Key Points from the Plan:

- The eight Age-Friendly Community Dimensions identified were: Outdoor Spaces and Buildings, Transportation, Housing, Social Participation, Communication & Information, Respect & Social Inclusion, Civic Participation & Employment and Community Supports & Health Services.

- A community audit was conducted and identified strengths and opportunities for improvements (e.g., park benches, crosswalks, sidewalks, accessible parking, accessible entrances, accessible playgrounds, etc.).
- Two Seniors' Expos took place in November 2016, one in North Frontenac and one in South Frontenac, to provide seniors and their families the opportunity to learn more about age-friendly communities and the services and opportunities from local businesses and organizations available, and to gather insight into the needs of community members.
- The vision statement of the Plan highlights the need to support and celebrate local and inclusive communities for people of all ages with dignity and independence.
- Community accomplishments for Outdoor Spaces and Buildings included accessible improvements to the K&P Trail and improvements to entrances to make it more accessible (e.g., ramps, signage, automatic doors, etc.).
- Current challenges for Outdoor Spaces and Buildings included improvements for marked pedestrian crosswalks to make them more visible, more consistent sidewalk maintenance and interior accessibility for buildings (e.g., elevators, ramps, non-slip flooring, accessible washrooms, etc.).
- Community accomplishments for Social Participation included having a variety of events and activities available that are affordable and convenient for seniors in the County (e.g., diners clubs, fitness classes, speaker series, etc.), accessible event venues and new infrastructure projects planned for the Grace Centre (e.g., walking trail with seating and gazebo, bocce court, etc.).
- Current challenges for Social Participation included a need for more opportunities to offer activities in northern areas of the County e.g., outside of Sydenham, Verona, and Sharbot Lake) to improve access to residents of smaller communities who do not have access to transportation, and the reduction of fees for lower-income residents to participate in activities and events.
- Community accomplishments for Communication and Information included a wide variety of information sources in the County (e.g., municipal and community websites, newsletters, public bulletin boards, and local news outlets, etc.), and free Internet access at public libraries.
- Current challenges for Communication and Information included improvements in the delivery of information to become more centralized, cross-promotion of information and resources to reach more residents and access of printed and recorded information (e.g., changes to fonts, design and word choice).
- To implement the Plan it is necessary to work with local community organizations, services and groups (e.g., seniors' groups, non-profit groups, educational institutions, etc.).

County of Frontenac Joint Multi-Year Accessibility Plan, 2018 - 2022

This Plan was completed in 2018 to outline clear directions for the County and Townships on how and when to make accessibility improvements.

Key Points from the Plan:

- The Accessibility for Ontarians with Disabilities Act, 2005 is the guiding legislation for the Plan.
- The Plan highlights accessibility improvements that were made in South Frontenac. These improvements include:
  - Work on Sydenham Point Beach, the playing field, cenotaph, accessible path and washrooms.
  - Completed playground in Battersea due partially from the fundraising done by the community.
  - Renovated Public Works office building on Keeley Road with accessible standards.
  - The Planning Accessible Events Book is provided when booking volunteers and on the Township website.
  - Five new accessible picnic tables for parks and beaches were built.
  - Accessibility upgrades to Centennial Park.
  - South Frontenac Township Museum.
- Future accessibility improvements to be completed from 2018-2022 include:
  - Accessible doors, hall and washrooms for Storrington Centre, Battersea Road, Sunbury.
  - Lower level washroom to become accessible at Keeley Garage & office, Keeley Road, Sydenham.
  - Washrooms to become accessible at Portland Garage, Hinchinbrook Road, Hartington.
  - Installation of an accessible ramp and entrance for Glendower Hall, Westport Road.
  - Accessible entrance to washroom for Harris Park Hall, Perth Road Crescent, Perth Road.
  - Washrooms to become accessible at Centennial Park, Centennial Park Road, Harrowsmith.
  - Fully accessible building being planned for Gilmour Beach, Wellington Street, Battersea.
  - Upgrades/replacements to improve accessibility for existing playground structures and platforms in South Frontenac.

County of Frontenac Active Transportation Plan, 2019

This Plan was completed in 2019 to provide direction for the development of active transportation networks in Frontenac County that are enjoyable, convenient, safe and comfortable for routine trips and recreational travel.

Key Points from the Plan:

- Active transportation users include pedestrians, cyclists and trail users (land and water).
- Recommendations for active transportation identified in South Frontenac included improving the pedestrian experience in Sydenham through sidewalk development and crossing and installing sidewalks in Harrowsmith to close connection caps for transportation and recreational trail users (e.g., Cataraqui Trail and the K&P Trail).
- Other recommendations included making geometric improvements for safer crossing by trail users through roadways,developing more sidewalks for greater pedestrian access, providing signage along trails and providing educational programs to inform about the different uses of trails (e.g., walking, cycling, snowmobiling, etc.).

Frontenac Municipalities - Service Delivery Review Final Report, 2020

This Review was completed in 2020 to provide an overview of the County's service delivery through administration and operations.

Key Points from the Review:

- South Frontenac could generate approximately $398,000 in additional revenues, save $637,000 in direct annual costs and yield $58,000 in productivity gains.
- The service benefits identified for South Frontenac included enhanced collaboration on roads and bridges, fire services, waste management, coordinating building and septic services, coordinating by-law services, collaborative procurement, integrated digital strategy and policy & process harmonization (development services, coordinated legal services, and human resources coordination).
- Recommendations: More support for by-law services and improving services through digitization of to reduce service delay.

County of Frontenac Service Delivery Review - Economic Development, 2020

This Review was completed in 2020 to provide an overview of the current state of the service delivery of the County's economic development division.

Key Points from the Review:

- The Economic Development division works on five main economic development objectives: tourism, small business, investment attraction, community building and direction.
- Frontenac County created a COVID-19 response plan that was focused on supporting the local economy. It is a prime focus of the County but does not supersede other priorities.
- The County is focused on attracting new businesses, tourists and residents to the area.
- There are 10 Key Performance Indicators (KPIs) used to measure economic development performance (by percentage):
    - K&P Trail Completion - 100%
    - Total Grant Funds - 100%
    - % of Projects financed by Grant - 40%
    - Grant Return on Investment - 50%
    - Business Inquiries - 20%
    - Business Engagement (Open Rate) - 66%
    - Business Engagement (Click Rate) - 25%
    - Business Engagement (Participation) - 90%
    - Business Engagement (Satisfaction) - 95%
    - Commercial Assessment - > = Residential % growth per year
- Key outcomes from the review include a new set of KPIs and redistributing some work to other agencies/divisions (e.g., grant administration, assisting small businesses, greater supporting trail construction, marketing).
- The four tasks identified for future directions:
    - Confirm a clear statement of economic development objectives.
    - Have the County focus on activities that support investment attraction to the region.
    - Recognize COVID-19 opportunities to attract more people to the County.
    - A new economic working group to engage community stakeholders.
    - Elevate marketing the trail system.

RECREATION, PARKS, AND LEISURE MASTER PLAN

2.0 TRENDS IN PARKS AND RECREATION SERVICE PROVISION

SOUTH FRONTENAC



Centennial Pickleball Court

2.0 Trends in Parks and Recreation Service Provision

This section discusses a number of prevalent trends in the provision of community parks and recreation services. It is not an exhaustive review of ever-emerging and evolving changes in the field, and some of those presented may not be immediately relevant to the Township of South Frontenac. At the same time, they represent directions that might be applicable today on some level or may present opportunities as the Master Plan is implemented over time. The topics covered are presented under two main headings:

- Overarching trends
- Substantive service trends

2.1 Overarching Trends

Urban Out-migration

The Ontario Rural Institute webinar “Rural Ontario's Population Growth During COVID - 19: Fad or Trend?”[1] examined the accelerated movement of population from the GTA to primarily NMUs (non-major urban areas) that has paralleled the pandemic. Research revealed that, as early as 2016, two trends were resulting in population movement to NMUs: retired/semi-retired baby boomers started moving out of the Toronto area and rising housing prices in the GTA were triggering a more general outmigration. Available data, which did not include the impact of COVID-19 on this trend, showed an outmigration of 50,000 in 2020. The researchers’ estimate of the outmigration including that prompted by COVID was up to 80,000. Some of this additional movement would have been those who were on the cusp of retirement when COVID hit, and fast-tracked plans to leave. Although a levelling off is anticipated within the next few years, growth in NMUs will remain strong at 1% to 1.5%.

Strategy Corp’s white paper ‘Small Towns, Big Opportunities’ identifies both push and pull factors that have contributed to this trend. The push factor was strongest for those communities that were within commuting distances from the GTA and had house prices that were attractive to those who could not afford to buy in Toronto, especially households with young families who were entering the housing market. The pull factor focused on the ability for some to move out of the GTA and work from home as well as those returning home since they were no longer tied to a place-based job.

1 https://bit.ly/2Sb3wMP

Pandemic Recovery

The Canadian Parks and Recreation Association (CPRA)-led ReImagine RREC[2] - Renew, Retool, Engage and Contribute is a multi-phase coronavirus (COVID-19) recovery initiative for the park and recreation sector. In Phase 1 of this initiative CPRA and the ReImagine RREC Leadership Team identified the early outcomes from surveys and focus groups. Some of these were already known factors that have been accelerated or exacerbated by COVID-19 including sub-population groups being disproportionately impacted by the pandemic and staffing challenges within municipal parks and recreation. Others are a direct result of the pandemic's impact on day-to-day life and will continue to influence service delivery over the long term. Although not mutually exclusive, key themes are summarized below by service area:

Parks, Trails and Open Space

The report notes the public's increased recognition of the importance of outdoor activity during the pandemic as well as dramatic increases in the use of parks, paths and trails. This stimulated support for renewal and expansion of these assets to make them more accessible for year-round use, as well as demand to address the complexity of managing visitor volumes and user conflicts. 2020 data revealed 70% of Canadians expressed an increased appreciation for parks and green spaces; 66% reported increased levels of walking/jogging outdoors, and there was a 25% increase in cycling.

Programs, Activities and Events

The report notes Phase 1 findings confirm that some users are hesitant to return to organized sport and recreation programming, with a parallel increase in self-directed unstructured recreation and physical activity. At the same time, COVID-19 lockdowns have resulted in the widespread decrease of physical activity and increased sedentary behaviour, underscoring the importance of promoting the integration of health-enhancing physical activity into everyday living and capitalizing on the heightened interest in parks and outdoor green spaces. The demand for outdoor, holistic and self-directed programming, including winter programming, is increasing. "Animating" outdoor programming to attract existing and new users - including vulnerable and hard-to-reach populations - has been identified as a best or "next" practice by leaders.

The return to structured group programming, and particularly indoor activities, as well as community events and other mass gatherings will be slow to occur. Online/on-demand programming will become a permanent component of recreation services, with a focus on improvements in quality and equity.

Facilities and Amenities

It was noted that during the pandemic, recreation centres were facilities that transitioned to a variety of emergent uses such as food banks and vaccinations centres. It will be important to ensure facilities are designed and built to maximize both adaptability for various uses and resistance to future contagions.

Service Delivery

Policies and practices will need to advance:

- the transition to pandemic-resilient operations and program delivery
- clear and authoritative guidance, standards and messaging
- partnerships to accelerate recovery efforts and provide access to recreation for personal and community wellbeing
- the appropriate integration and use of technology in all service areas

2 https://cpra.ca/initiatives/reimagine-rrec/

Accessibility and Inclusion

Accessibility Apps

Beyond AODA's Design of Public Spaces Standard, accessibility and, therefore, inclusion is being facilitated by digital technologies that assist with navigating the built environment and day-to-day participation in recreation. Two examples of these applications are MagnusCards and a CNIB project in Regina.

MagnusCards[3]

MagnusCards is a Canadian digital application dedicated to removing accessibility barriers. It is a tool that allows people with Autism Spectrum Disorder and cognitive disabilities to live with independence and inclusion. MagnusCards comprises a library of digital guides (Card Decks) to destinations and activities. Each digital guide combines a proven method of instruction (applied behaviour analysis), visual cues and step-by-step instructions to map experiences and prompts and positive reinforcement to support experiential learning. The Town of Halton Hills has developed three sets of MagnusCard decks for ActiVan, Halton Hills Public Library and Recreation and Parks. The MagnusCards App and MagnusCards are free to download and use. The Recreation and Parks decks are as follows:

1. How to purchase a Recreation Pass
2. How to register for programs online
3. How to create a Recreation & Parks Online Account
4. How to prepare to go swimming at a pool
5. How to prepare to go skating at an arena

Wascana Park Accessibility Project

The Canadian National Institute for the Blind (CNIB) recently completed a project in Regina's Wascana Park that installed more than 230 GPS points that speak to the BlindSquare Event app. The GPS points help mark amenities such as benches, park lookouts and monuments, but they also help mark the meandering trails that can be difficult to navigate. The project has resulted in Wascana Park, one of the largest urban parks in North America, becoming accessible for people with vision loss and is the third park in Regina to be installed on the app. CNIB is open to exploring opportunities with other communities to create accessible parks and recreation services.[4]

Gender-neutral Facilities

Gender-neutral facilities are becoming the norm in recreation centres, advancing inclusivity while increasing flexibility in the use of space. Gender-neutral change rooms and washrooms contain private change cubicles and washroom stalls within the larger space. Designated gender washrooms are smaller and fewer.

Partnerships

Although municipalities are not experts in delivering programs to populations that may need unique approaches to ensure they are included in service provision, there are agencies and organizations with mandates for this work. Both those that are facility-based and those that are not are increasingly looking to partner with municipal recreation departments to deliver their services in local communities.

Through its program development function, Special Olympics Ontario (SOO) is seeking to partner with municipal recreation departments to bring more inclusive programs to communities.

3 https://www.haltonhills.ca/en/news/town-launches-magnuscards-for-recreation-parks.aspx

4 https://www.spra.sk.ca/Blog/cnib-jrpm-2020/

> "Over the past 50 years Special Olympics has grown from a modest program serving local athletes to become the world's largest movements [sic] dedicated to promoting respect, acceptance, inclusion and human dignity for people with intellectual disabilities through sports. Special Olympics Ontario has optimized the benefits of a healthy and active lifestyle through sport to improve the well-being of individuals with an intellectual disability. Their vision is that sport will open hearts and minds towards people with intellectual disabilities and create inclusive communities all across Ontario[5]."

To this end Special Olympics is partnering with municipalities in Ontario to support them in developing and providing programs for people with intellectual disabilities. SOO provides assistance in the areas of volunteer and coach training courses; athlete and volunteer recruitment for the program; support for promotion; and competition opportunities. Municipal contribution to the partnership may include facilitating / running the program as part of its regular roster; providing facilities, equipment, etc.; setting the price for participation; providing necessary coaching, staff and volunteers; providing SOO with limited feedback on participant profile (e.g., age and gender); encouraging all involved with the program to register with SOO; abiding by SOO policies and procedures; paying relevant expenses (as agreed upon between the parties); and providing insurance coverage for events / programs. The municipality retains all income from the program.

Environmentally-focused Parks Planning and Management

In recent years, and particularly as a result of restrictions on indoor activity due to COVID-19, natural spaces have become much more attractive to people seeking recreation and physical activity. In some communities this has led to a large influx of visitors looking for more rural/natural settings, creating concern over the ability of some spaces to support a significant increase in use. While this trend may abate somewhat post-COVID as previous routines are resumed, it is likely that some of these 'undiscovered' places will continue to attract user levels beyond historic levels. Establishing appropriate boundaries around human encroachment on natural ecosystems is essential to avoid causing irreparable harm to the environment we want to experience for our enhanced well-being.

A Framework for Recreation in Canada: Pathways to Wellbeing (2015)[6] supports environmental health in parks and recreation services. The Framework includes five goals and priorities: foster active living, increase inclusion and access, connect people and nature, provide supportive physical and social environments and sustain capacity in the recreation sector. 'Connecting people and nature,' although people-centred as positioned in the Framework, recognizes the need for initiatives that address the health of the natural environment itself.

EcoHealth Ontario is a research and public policy collaborative made up of professionals in the fields of public health, medicine, education, planning, parks, recreation and conservation, which focuses on the connected and interdependent issues of mental and environmental health. Its vision is: "that everyone benefits from the provision of well-distributed, high quality greenspace, is aware of its contributions to health and well-being, and has access to its benefits[7]." EcoHealth reports (e.g., A Conceptual Framework to Understand the Business Case for EcoHealth in Ontario; Conserving Biodiversity: A Public Health Imperative, and Leveraging the Benefits of Green Space) and tools (e.g., Communicating EcoHealth; see Figure 2-1), can help municipalities achieve their own ecohealth related goals.

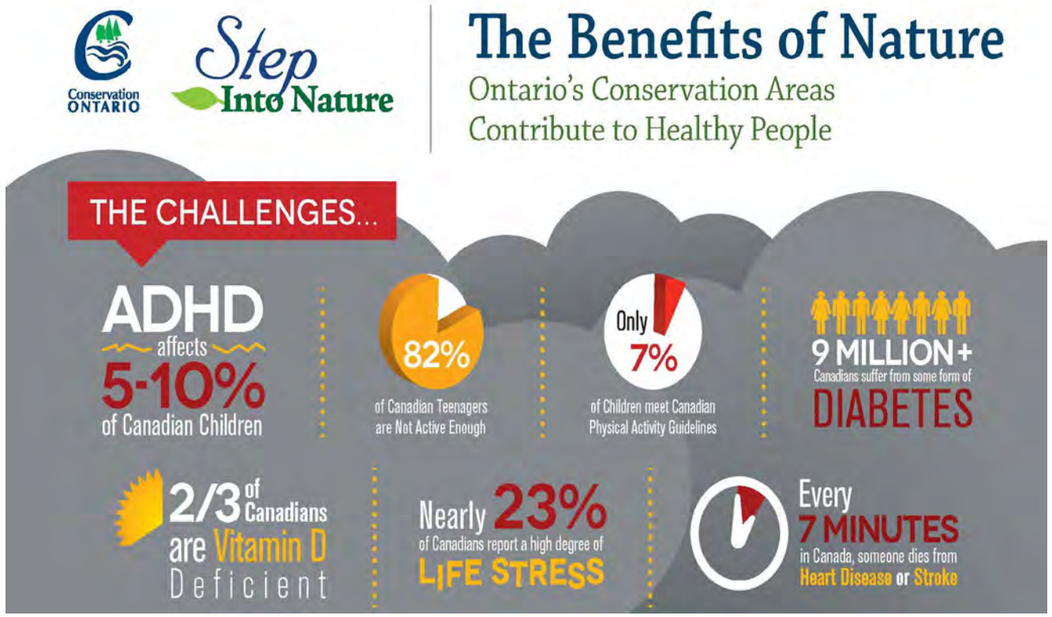


Figure 2-1: Educational infographic created by EcoHealth Ontario
(Source: https://www.ecohealthontario.ca/communicating-ecohealth)

There are many opportunities to incorporate stronger environmental practices in parks and recreation service development and provision. In addition to the need to restore, protect and enhance the natural environment, municipalities can demonstrate leadership in how to take practical steps in this direction. The Parks section discusses several areas in which parks and recreation can make positive contributions to this goal.

Activity Hubs

Activity hubs co-locate indoor and/or outdoor recreation opportunities/features on designated sites that are appropriate for this purpose. Activity hubs fall under the definition of community hubs, which the previous Government of Ontario's policy describes as:

> "Central access points for a range of needed health and social services, along with cultural, recreational and green spaces to nourish community life. A community hub can be a school, a neighbourhood centre, an early learning centre, a library, an elderly persons centre, a community health centre, an old government building, a place of worship or another public space. Whether virtual or located in a physical building, whether located in a high-density urban neighbourhood or an isolated rural community, each hub is as unique as the community it serves and is defined by local needs, services and resources.

5 https://www1.specialolympicsontario.com/our-mission/

6 https://www.prontario.org/policy/framework

7 https://www.ecohealthontario.ca/about

> When people think of community hubs, they think of places where people come together to get services, meet one another and plan together. We've heard that community hubs are gathering places that help communities live, build and grow together. No community hub is like another, as each brings together a variety of different services, programs and/or social and cultural activities to reflect local community needs. It is this diversity of activity that allows community hubs to play a critical role in building economic and social cohesion in the community" (p. 7).[8]

The above definition tends to focus on health and social services, with parks, culture and recreation appearing as 'secondary' uses. However, community hubs - in the form of recreation centres - have existed for many years and have evolved over time to encompass an increasing range of services to accommodate a more sophisticated definition of recreation. These hubs can take many different configurations: small to large; indoor, outdoor or a combination of both; solely municipally-owned and -operated or a collaborative effort by different providers. The form taken depends on the size of the relevant population base, the program and facility needs being met in relation to existing services and the resources available to build and operate the facility or facilities.

8 Government of Ontario. Community Hubs in Ontario: A Strategic Framework and Action Plan. ontario.ca/communityhubs



Figure 2-2: Wedding ceremony at Island Lake's floating amphitheatre
(Source: https://cvc.ca/weddings-in-nature/)

2.2 Substantive Service Areas

Developing Arts, Culture and Heritage

In recent years programming in the arts, culture and heritage (natural, cultural and built) have become increasingly recognized as legitimate and important parts of recreation services for community residents and to attract visitors.

Public Art

Public art is often used to increase the vibrancy and attractiveness of parks, while supporting local artists and artisans. Public art can include both stand-alone commissioned pieces and art integrated into parks and trails. Commissions could include artwork for interpretive programs on local history. Another option is to provide an outdoor gallery - a space for local artists to display their works in art exhibitions on a rotating basis. Public art should be supported by a policy that includes, for example, art selection, acquisition and commissioning methods, site selection and roles and responsibilities.

Infrastructure including, but not limited to, paving, fencing, lighting, seating, signage/wayfinding and planting can also be designed in an artistic way while still accomplishing utilitarian functions. Municipalities and public agencies will often mandate (through policies, design guidelines, etc.) that art be part of all projects as either as stand-alone art or integrated with a pre-determined percentage of the construction budget being assigned to public art.

Events, Festivals and Performances

To support arts, culture and heritage programming and events (e.g., musical events, theatre performances, etc.), appropriate indoor and outdoor venues should be available. Outdoor venues have the added benefit of supporting and encouraging outdoor recreation. They need not be complicated, but should at minimum provide power, parking, washrooms, and shade. A simple venue could use a portable stage for performances and allow guests to bring their own lawn chairs,

and a more permanent venue could include a permanent stage and stepped seating area. The choice would depend on available space, budget and site considerations.

Floating stages are another option that have the benefit of attracting people for their novelty and beautiful settings. One example of such a facility is the waterfront amphitheatre in Island Lake Conservation Area in Orangeville, which was made possible by a partnership between Theatre Orangeville, Credit Valley Conservation Authority, the Rotary Club of Orangeville Highlands and the local Home Hardware. It was constructed in 2017 and has hosted plays, events, celebrations and weddings (Figure 2-2). If made available for private rentals, outdoor venues can be a potential source of revenue for municipalities.

Built, Natural and Cultural Heritage

As urban development in southern Ontario continues on a large scale, there is increasing interest in preserving both built and natural heritage in communities. Each community has unique heritage features that contribute to creating a sense of place, and can be highlighted to residents and visitors through programming and events with a heritage focus. Some examples of these programs include self-guided heritage walks providing a free pamphlet outlining a predetermined route on a map passing various historic buildings and sites with small write-ups accompanying each site. Guided tours are a similar option with the added opportunity to monetize the tour and incorporate add-ons (e.g., horse carriage ride, a meal or food tasting, etc.). For those looking for more interactive programs, participants can be taught skills such as cooking, weaving or building using historical tools and methods particular to a certain time or place.

Natural heritage programs could include educational walks or sessions to learn about the flora, fauna, landscapes and stewardship practices particular to a certain area. The forest school programs available in the Frontenac Arch Biosphere exemplify this type of program:

> Furnace Falls Farm and Forest School:
>
> "Lyndhurst is a beautiful area, in the middle of the Frontenac Arch Biosphere Reserve. The relationship between people and their environment is very special here. Food production and agriculture is an important part of this community, as is time spent outdoors on the many lakes and hiking trails. At Furnace Falls Farm, we learn the importance of growing good, local food WITH nature. It is here that we will find the gentle balance between human needs and those of Mother Nature[9]."

This type of program combines natural heritage (the biosphere), cultural heritage (agriculture) and environmental stewardship (growing food naturally). The opportunities for these types of programs are extensive, and also appeal to a wide range of age groups.

Cultural Tourism

Tourism is an essential sector of today's service economy, creating a competitive environment in which communities must secure their place in the market. Moreover, as the world becomes progressively more homogeneous on many levels, people are expressing greater interest in that which remains different. Every community is different in some way from all others, and these differences are the foundation of its unique story.

Given these factors, there needs to be something unique or special that differentiates the community from others - and it must be different enough to provide a reason or reasons for people to visit. To this end, a unique identity that captures the essence of this particular place needs to be developed, fostered and aggressively marketed.

The notion of 'place-based' attractions is typically tied to cultural tourism in building destination-related visitor experiences (Thorne, S. 2012; Smith, S. 2013).[10] It comprises those elements of culture and heritage that are intrinsically tied to a geographic place, and so cannot be replicated elsewhere.

A Hills Strategy report summarizes the findings of online surveys of World Tourism Organization (UNWTO) Member States and cultural tourism experts around the world, and provides the following definition of cultural tourism:

> Cultural tourism is a type of tourism activity in which the visitor's essential motivation is to learn, discover, experience and consume the tangible and intangible cultural attractions/products in a tourism destination. These attractions/products relate to a set of distinctive material, intellectual, spiritual and emotional features of a society that encompasses arts and architecture, historical and cultural heritage, culinary heritage, literature, music, creative industries and the living cultures with their lifestyles, value systems, beliefs and traditions.

Almost all responding countries to the survey indicated that their definition of cultural tourism includes both "tangible (e.g., national and world heritage sites, monuments, historic places and buildings, cultural routes and others) and intangible heritage (e.g., crafts, gastronomy, traditional festivals, music, oral traditions, religious/spiritual tourism, etc.)." Most countries also consider "cultural tourism to include contemporary culture (e.g., film, performing arts, design, fashion, new media, etc.)."

Supporting All Season Outdoor Recreation

Outdoor programming provides a critical benefit to the health and well-being of people, particularly children and teens. Time spent outdoors has been shown to improve physical and mental health, boost confidence, reduce stress and build understanding of, and respect for, the natural environment[11]. Outdoor learning and activities are common aspects of life for children in many other countries (e.g., tropical and Nordic countries), and as awareness of the benefits have become more mainstream in Canada, there have been increased efforts by municipalities and schools to offer more outdoor programs for children and teens.

The ParticipACTION Children and Youth Report Card (2018) identified the following for children in Canada:

> "Physical activities and programs are well known to help to maintain a healthy brain, body weight and heart, and help to strengthen the bones and muscles of children. Outdoor physical activities and programs can also help to build multiple skills and abilities, such as thinking and learning, problem-solving ability, stress management and attention and focus. Data shows that children in Canada on average are not participating in an adequate amount of physical activity to reach their full potential.[12]

In practical terms, parks are significant assets that are often not optimized from a use perspective and so they offer the potential to increase recreation activity relatively inexpensively. While not supported by a review of available research, it also is reasonable to suggest that an active park is more likely to motivate onlookers to 'join in' than one that sits empty and idle.

9 https://www.frontenacarchbiosphere.ca/nature-programs/farm-forest-school

10 Smith, S. (2013). A sense of place: place, culture and tourism. Tourism Recreation Research. (no issue) pp. 220-233.
Thorne, S. (2012). Place-based cultural tourism: A new planning paradigm. Economic Development.org

11 https://thehappycity.com/project/happy-streets/
https://www.ecohealthontario.ca/

12 https://www.participaction.com/en-ca/resources/report-card

For some time, municipalities in North America have been trying to encourage outdoor recreation in the winter, emulating approaches taken in many Nordic countries. Examples of initiatives include 8-80 Cities' Wintermission project, and activities and events in Edmonton and Michigan, both of which have been successful with winter recreation. 'Winterising' cities in North America is not a new topic, but the uptake has been slow, for a number of reasons that mostly fall outside of the mandate of parks and recreation departments (e.g., perceived or real conflicts between designing for pedestrians versus snow clearing and emergency vehicles, liability concerns, insufficient staff or resources, etc.).

One way municipalities can contribute to encouraging people to recreate outside in the winter is to help change the prevailing negative view of winter's cold and snow. Working across departments, municipalities can set the tone by framing winter as a season to look forward to, with many positive and fun opportunities for recreation.

On the other hand, with average summer temperatures increasing due to climate change, considerations must also be made for making outdoor activity in extreme heat safer and more comfortable. Specific recommendations for how the Township of South Frontenac can help support all season outdoor recreation are discussed in the Parks section.

Esports

The sheer growth in this sector suggests it would be folly to not investigate opportunities for municipalities to introduce Esports into recreation programming. In a recent commentary on trends shaping community recreation and sports facility design, the author discusses the topic of Esports or organized competitive video gaming. He notes it is the "hottest trend in sport and recreation" and a growing worldwide industry. Esports offer municipal recreation centres the opportunity to increase facility use with well attended, revenue-generating entertainment programming, and can bring non-users into facilities for the first time. He notes, "Esports, previously crammed into ill-fitting convention centers, enjoy tremendous momentum right now and will require great spaces. New recreation design should accommodate this coming wave of recreational and competitive activity. If you're investing in a new rec center be aware that Esports spaces, whether new or retrofitted, have tremendous power and data requirements - so plan accordingly." [13]

A 2019 National Parks and Recreation Association (NRPA) article[14] discussed why parks and recreation organizations should enter the world of Esports programming. An important factor to consider is that the genre facilitates connecting with hard-to-reach audiences that have aged out of traditional organized sports or have no interest in these types of programs. Typically, these are teens and young adults - the age groups that parks and recreation departments struggle to engage. Esports can also facilitate providing a youth-centred, safe space within a recreation centre.

The concern about sedentary lifestyles in relation to the traditional view of recreation's mandate to be physically engaging can be minimized by selecting companies that provide team-based, virtual-reality experiences where participants also run, jump and move, while engaging in a multiplayer game. Criteria such as offering age-appropriate games and

13 Nardone, David. February 7, 2020. The Design Quarterly: 6 trends shaping community sports and rec facility design.

14 https://www.nrpa.org/parks-recreation-magazine/2019/september/esports-the-next-big-thing-for-parks-and-rec/

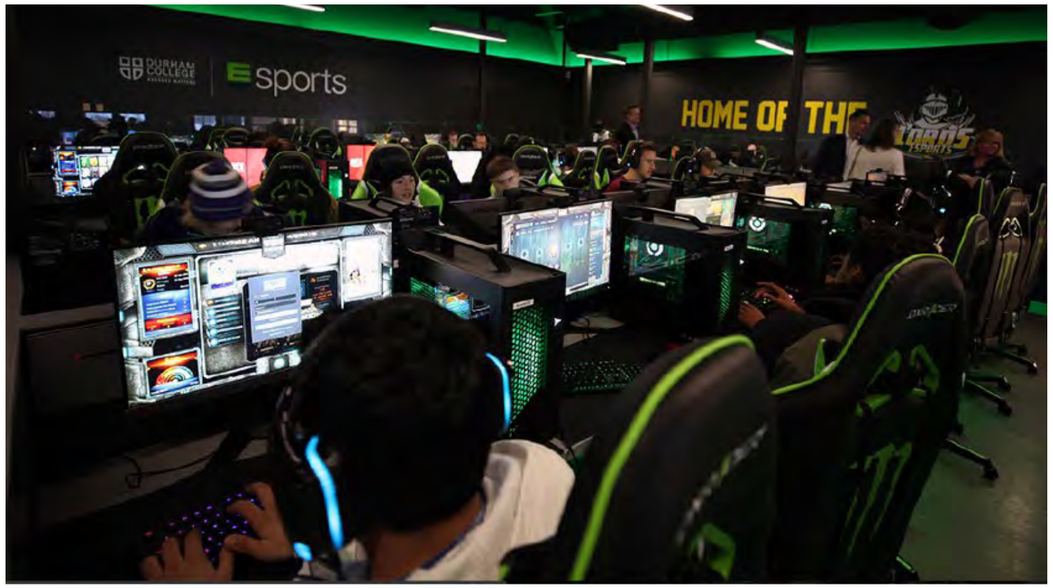


Figure 2-3: Durham College Esports Venue

incorporating STEM (science, technology, engineering and math), well as homework help and promoting health lifestyles can be applied to product selection.

Depending on the types and timing of programs offered, Esports may offer opportunities to increase underused facility spaces/times and generate additional revenues. While major dedicated Esports facilities are often not feasible to provide, an Esports room within a new or renovated community centre can likely be supported in many communities.

In Canada to date, Esports entry into the public sector appears to be largely limited to the educational institutions. Research has provided evidence that Esports help students develop so-called soft skills that are a prerequisite to academic success and future marketability. Participation in Esports:

- Promotes leadership skills and teamwork
- Boosts social and communication skills
- Develops problem solving, decision-making and multitasking abilities
- Improves cyber, digital and other transferable skills
- Develops friendships and communities
- Improves reaction times, dexterity and concentration
- Increases perceptual and cognitive skills
- Improves resilience through winning and losing
- Can act as a motivator to improve attendance and behaviour[15]

15 https://www.dofe.org/wp-content/uploads/2021/08/Esports-Leaders-Information-Sheet.pdf

Esport Canada is a not-for-profit organization that supports esports by providing community, competition, and resources for high school (14 to 18 year old) and middle school (11 to 13 year old) students and educators.[16] Resources include guides on starting Esports Clubs from the ground-up and ways to limit investment in equipment during early club development.

Durham College's Esports[17] arena is available to students, employees and alumni. It is designed to offer recreational and competitive esports, while providing experiential learning opportunities integrated into the curriculum for selected full-time programs at the College. There is an Esports varsity team that competes at the provincial level. Computer/gaming station time can be purchased by the hour ($3.75 plus tax) or in three-hour packages ($10plus tax), and operating hours are Monday to Friday, noon to 9 p.m. This suggests the space is dedicated to Esports, emulating an internet café (Figure 2-3).

Adult Programming

Historically, municipalities have focused on providing parks and recreation services to children, youth and seniors, with this last group becoming a much larger consumer of services as our population ages. The focus on children is rooted in the early days of organized recreation that began with the Playground Movement of the late 19th century in urban North America, which was intended to save poor, immigrant and homeless children from unhealthy, crowded tenement neighborhoods. Over time, and with the development of recreation as a formal public service, the combined health and social objectives of these services retained an emphasis on those who were least likely to have the private means to purchase their leisure activities. Those with no or limited income included children, youth and seniors. Since adults were in their earning years and the primary purpose of public services was to fill gaps in the market, services for this age group were limited. At the same time, in terms of social support, all children and youth were provided with recreation regardless of the household's ability to pay.

In recent years, however, we have seen a noticeable increase in adult interest in municipal recreation services for themselves. Anecdotal reasons for this trend are likely a blend of increased awareness of the importance of physical activity for long-term health, overall declines in disposable income and growth and greater sophistication in the provision and delivery of public recreation services. At the same time, current research indicates that adults are not achieving this awareness and interest through action. A just-released ParticipACTION report card on physical activity among Canadian adults (December, 2021) shows much higher 'grades' in the areas of conceptual and environmental indicators than in activating, daily behaviours.

The report notes, "Letter grades are based on an examination of current data for each indicator against a benchmark(s)...Together, the indicators provide a comprehensive assessment of how we are doing as a nation regarding the promotion and facilitation of physical activity among adults (18 to 64 years) and older adults (65 years and older) living in Canada (p. 9)"[18]

Table 2-1 very briefly summarizes this 80-page report and orders the indicators from high to low in terms of assigned grade.

16 https://www.esportcanada.org

17 https://durhamcollege.ca/esports

18 https://niagaraknowledgeexchange.com/resources-publications/2021-participaction-report-card-on-physical-activity-for-adults/

Note: Although the 2021 report identified the impacts of COVID-19 on each of the indicators, the indicators in the 2019 report card are not directly comparable to those used in 2021. The effects of COVID on the grades, therefore, cannot be compared.

Table 2-5: 2021 ParticipACTION Adult Report Card Indicators

Indicator	Category	2021 Grade	Benchmark(s)
Motivation	Individual Characteristics	B+	• % of adults who moderately or strongly agree that they have the motivation (e.g., desire, interest, positive attitude) to participate in physical activity (PA).
Perceived Capability	Individual Characteristics	B	• % of adults who moderately or strongly agree that they are physically capable of participating in PA (e.g., skills, training).
Perceived Opportunity	Individual Characteristics	B	• % of adults who moderately or strongly agree that they have the physical opportunity to support them in participating in PA (e.g., perceived available opportunities in the community and a lack of barriers such as environmental barriers).
Facilities and Infrastructure	Spaces, Places & Cultural Norms	B	• % of key settings (e.g., municipalities, workplaces, sport and recreation organizations, public health) providing a supportive environment for active transportation (e.g., bicycle lanes, access to public transportation, access to non-motorized trails). • % of key settings (e.g., municipalities, workplaces, sport and recreation organizations, public health) supporting access to safe and appropriate facilities for PA/sport
Light Physical Activity	Daily Behaviours	C+	• % of adults engaging in at least 3 hours per day of light physical activity.
Total Daily Steps	Daily Behaviours	C	• % of Canadians 18 years or older achieving ≥7,500 steps per day in a variety of light, moderate and vigorous activities that contribute to daily movement.
Moderate-to-Vigorous Physical Activity	Daily Behaviours	C	• % of adults 18 years and older living in Canada who meet the PA components of Canadian 24-Hour Movement Guidelines (at least 150 minutes of weekly MVPA).
Social Environment	Spaces, Places & Cultural Norms	C	• % of key settings (e.g., municipalities, workplaces, sport and recreation organizations, public health) that have sufficient staffing and human resources to fulfill the setting's mandate and vision in relation to PA/sport. • % of key settings (e.g., municipalities, workplaces, sport and recreation organizations, public health) that support volunteers. • % of key settings (e.g., municipalities, workplaces, sport and recreation organizations, public health) that have partnerships/collaborations for facility or program delivery.

Table 2-1 2021 ParticipACTION Adult Report Card Indicators (continued)

Government	Strategies & Investments	C	• Demonstrated progress through the key stages of public policy making (e.g., policy agenda, policy formulation, policy implementation, policy evaluation and decisions about the future) • Evidence of leadership and commitment in promoting PA opportunities for adults of all ages and abilities. • Funds and resources are allocated for the implementation of physical activity promotion strategies and initiatives for adults of all ages, abilities and cultures. • Investments are made in professional organizations.
Policies and Leadership	Spaces, Places & Cultural Norms	C-	• % of key settings (e.g., municipalities, workplaces, sport and recreation organizations, public health) that have a formal strategy or plan for PA, sport, recreation or active travel. • % of key settings (e.g., municipalities, workplaces, sport and recreation, public health) that are aware of/use PA guidelines and information.
Sport Participation	Daily Behaviours	D	• % of adults 18 years or older years who participate in sport.
Muscle Strengthening Activities	Daily Behaviours	D-	• % of adults 18 years and older living in Canada who engage in muscle strengthening activities, using major muscle groups, at least twice a week.
Balance Activities	Daily Behaviours	D-	• % of adults 65 years or older living in Canada who perform physical activities that challenge balance.
Active Transportation	Daily Behaviours	F	• % of adults 18 years or older years who use active transportation to get to and from places (e.g., work, university/college, the park, the mall, a friend's house).

When organized this way, it suggests that beyond individual and environmental characteristics, there is a progressive decline in participation in activities that require a time commitment, specific movements and/or intense physical effort. Sport participation, muscle strengthening activities, balance activities and active transportation all scored grades D to F. The F grade in active transportation is a particularly interesting finding, given the promotion of active transportation and the increasing efforts of municipalities to make it safe and easy to access so people can integrate it into their daily lives.

The highest behavioural grades achieved are for light to medium-intensity activities that can be integrated into daily life. If the evolution to a highly active culture is viewed as a long-term social goal, and these findings are indicators of current progression to that end, it appears there is more work to do in the Bs and Cs before the Ds and Fs can improve. In terms of municipal programming for adults, therefore, progress in the foreseeable future may need to focus on additional ways to translate the desire to be active into introductory 'first steps' that provide flexible access to low to medium intensity activities.

Infrastructure and Equipment

The evolution of parks and recreation infrastructure and operations equipment encompasses many innovations. Some of these, such as designing facilities/spaces to be multi-purpos and flexible, co-locating synergistic facilities, and anticipating future changes in use, are not new but are taking different forms. The following highlights several singular trends that are emerging in the field.

Net Zero Emissions

In a report titled Canada's Net Zero Future, the Canadian Institute for Climate Choices states:

> "Achieving "net zero" emissions in Canada by 2050 is an ambitious goal. Our research indicates it is doable, but getting there will require implementing policy well beyond anything seen to date in Canada. It will also require navigating significant complexity and uncertainty. Ultimately, this country's path to net zero will be defined by policy choices made by all orders of government, as well as technological innovation and factors beyond domestic control, such as global market shifts and changing energy demand." [19]

This report categorizes ways to achieving this target into 'safe bets,' which are low-risk solutions that are available today, and 'wild cards,' which are high-risk, high-reward solutions that are still in the early stages of development. It notes that these two directions comprise distinct policy areas, which often get conflated and so can inhibit progress.

The report states that safe bets are emission-reducing technologies and solutions that are already commercially available and face no major constraints to widespread implementation. Under all the pathways considered, safe bets will be the major contributors to get Canada to net zero. They are especially important for getting Canada to its 2030 target, driving at least two-thirds of the required reductions.

Of particular importance to municipalities' delivery of parks and recreation are service vehicles and buildings. The report discussed transportation in terms of 'personal' and 'heavy- and medium-duty' categories. It noted that the way to net zero in personal transportation is clear cut, while that for other types of vehicular movement is less certain. At the same time, both categories include electric vehicles and biofuels as progressive pathways. Municipal service vehicles using these technologies are becoming more prevalent. There has been a recent noticeable increase, for example, in municipal purchases of electric ice-resurfacers. The Ontario Recreation Facilities Association notes, "While an electric Zamboni still goes for about $50,000 more than a gas-powered model...not having to pay for things like gas or oil changes makes the business case more palatable - with the environmental benefits a compelling 'sidebar.'"[20] The Township has already made much progress on this, using an electric ice resurfacer and edger machine at the Frontenac Community Arena.

The research report indicates that buildings can rely on technologies that are currently available, including increased energy efficiency, switching to electric heat sources (e.g., heat pumps) and switching to clean gases (e.g., RNG and hydrogen). In terms of facility development, net zero construction is a mode of building where the total amount of energy used by the infrastructure is roughly equal to the amount of renewable energy created on the site.

The UK Green Building Council conducted a study to identify the implications of net zero construction for two buildings at the design stage: a residential high-rise and an office building. The objective was to deliver the

19 https://climatechoices.ca/wp-content/uploads/2021/02/Canadas-Net-Zero-Future_Summary_FINAL.pdf

20 https://www.cbc.ca/news/canada/ottawa/electric-ice-resurfacers-zambonis-1.6233356

same buildings that had already received planning approvals but to change the other design parameters (such as structure, HVAC system, tenant requirements, etc.) to achieve, or approach, the net zero performance targets. The researchers looked at the base building designs and produced two options for each, one aimed at meeting 2025 net zero performance targets and one aimed at more ambitious 2030 targets.

According to chief executive officer at UK Green Building Council: "This study provides long-awaited evidence that building today to the standards of energy and carbon efficiency required by 2025 doesn't have to cost a fortune and is likely to be offset by enhanced value."[21]

Facility Innovations

While it is now common to co-locate recreation facilities with, for example, libraries and arts spaces, emerging facility innovations go beyond these practices to encompass new partnerships between public, not-for-profit and business interests in meeting a wider range of community needs. These projects can involve an intricate mix of public funding, use-related agreements, community fundraising contributions and services-in-kind donations. Three examples of such initiatives from a Rural Institute of Ontario report[22] are described here.

Hastings Prince Edward County Community and Education Centre:

A November 23, 2021 Ontario government news release announced a grant of,

> "...$250,000 to support the construction of Humane Society Hastings Prince Edward's new community and education centre. A major component of the planned new facility will provide space for important outreach programs, community recreational activities and events, as well as earned revenue to support the care of animals in need. The community and education centre will be located in Belleville and is the second phase of a three-phase construction project that will provide a new, full-service facility for Humane Society Hastings Prince Edward. The facility will include an animal care and adoption centre and an on-site veterinary clinic. The community and education centre will provide engagement and education opportunities for the people of Hastings and Prince Edward Counties through innovative, community-driven programming. When complete, the new facility will contribute to a healthier environment for animals and caregivers, while creating new opportunities for the community to engage and connect safely."[23]

Prince Edward County Food Hub Inc.: The Kitchen that Saved a School:[24]

The County Food Hub is a federally incorporated not-for-profit commercial kitchen in Prince Edward County. The County Food Hub combines the objectives of local economic development with community service and education.

The Hub's vision is to "provide Ontario with a model approach to strengthening rural education that makes use of surplus school space to provide educational opportunities for students and social and economic opportunities for local economies." The vision is supported by the following mission statements, two of which speak to the economic purpose of the Hub and two that focus on its social purpose:

- Provide food production and development opportunities so that local entrepreneurs can more efficiently take their ideas to market, improving local economic development.
- Provide space and resources for food service training to support the fast-growing culinary industry in the region.
- Provide support for healthy food distribution and food training so that more and more under-served low income families have increased access to healthy food at reasonable cost.
- Develop innovative enhanced learning opportunities to encourage a life-time commitment to healthy eating, food sustainability and a keen appreciation of the opportunities present in the local food industry.

The County Food Hub is the result of a community-based initiative to find a way to preclude the closure of Sophiasburgh Central elementary school while also meeting a need that would benefit the community. The area's innovation and growth in the food, agriculture, service and entertainment sectors led to an identified need for a shared commercial kitchen space and food business incubation sites.

In September 2018, after demonstrating financial viability, the Prince Edward County Food Hub (PECFH) signed a five-year lease with the Prince Edward District School Board. The PECFH pays the School Board on an annual basis enough to cover 85-90% of physical operating costs, not including teachers' salaries. This lease has ensured the school will remain open and can co-exist with the Food Hub in a 5,800 square foot area in the west wing of the school.

The results of this initiative are three-fold:

- A local school was saved from closure and continues to serve its community
- A health-certified shared commercial kitchen space is available to the general public, not-for-profit organizations and area businesses, including three long-term leased spaces
- A developing program of food education and training for students, parents will be available to the Prince Edward County and Bay of Quinte community.

United Church of Canada Community Innovation Hub:

The United Church of Canada is re-thinking the role churches play in a community, part of which is examining the use of their spaces or often lack thereof. Many facilities are not being used to their full potential, as much of the week they sit empty.

> "The United Church has developed the Community Innovation Hub as a model for repurposing existing space, an idea that both community and church can come together around. The concept of a Community Innovation Hub is to provide space and programming to local entrepreneurs looking to create businesses that serve social and spiritual goals in the community and beyond. The Community Innovation Hub takes advantage of underutilized or vacant infrastructure and assets, as well as the expertise and community networks surrounding this already-central institution, to provide an environment designed to help entrepreneurs prosper" (Repurposing Public Space, p. 3).

A Community Innovation Hub can be either a church or community-driven initiative, based on the mutual interests of both in collaborating and recognizing the budget limitations of these types of endeavors. To date, the Hub has produced Turnkey Kits on agrihoods, coworking space and makerspaces as well as other resources to guide the process of collaboration. Moreover, the model is universally applicable to underused spaces in public facilities. The same resources (or principles found therein) that the United Church have curated to support their various congregations can be used in creative ways in facilities throughout rural Ontario including arenas, schools, agricultural societies, theatres, libraries, services clubs, etc.

21 https://thefifthestate.com.au/innovation/building-construction/how-much-extra-does-it-cost-to-make-a-building-net-zero-carbon/

22 https://www.ruralontarioinstitute.ca/uploads/userfiles/files/2_0%20Repurposing%20Public%20Space.pdf

23 https://news.ontario.ca/en/release/1001207/ontario-supporting-the-humane-society-hastings-prince-edward

24 https://www.countyfoodhub.com/aboutus

SOUTH FRONTENAC

RECREATION, PARKS, AND LEISURE MASTER PLAN

3.0 FRAMEWORK FOR THE MASTER PLAN

SOUTH FRONTENAC



3.0 Framework for the Master Plan

The following overarching parameters establish the framework for the Master Plan assessments and recommendations in Sections 4.0, 5.0, and 6.0. They are based on the unique characteristics of the community, its parks and recreation system and strategic aspirations, and the influence of broader trends that will shape the future of its services.

The framework is discussed under the following headings: service rationalization, the mandate and role of the municipality, reciprocity and alignment with the Strategic Plan.

Service Rationalization: In addition to developing property tax-financed parks and recreation services, over the years the Township of South Frontenac has assumed ownership of facilities that were originally funded, built and run by volunteer groups in the pre-amalgamation municipalities within its boundaries. To some degree, this has resulted in replication of services that would not have occurred in a single, municipal-only supported system. In addition to being responsible for existing parks and facilities, the Township must respond to high community expectations for services within a much broader definition of recreation while residents typically resist increases in property taxes to find their development. If services are provided based on the expressed interest of use by residents/user groups vs. need supported by use, the result is an oversupply of facilities that are not optimally used and require high consumption of tax dollars and continual operation and maintenance over their lifecycle. The need to rationalize service provision in both supply and use, therefore, will be essential to sustaining and growing the Township's parks and recreation system.

Mandate and Role of the Municipality: Municipalities have latitude to shape their mandates in providing recreation services. In Ontario, the scope of municipal involvement in recreation ranges widely, and depends largely on the size of the community being served and its financial resources to provide desired services. At the same time, the essential mandate of all municipal systems is to provide 'community recreation' services that are locally based, designed for/open to all regardless of skill level/ability, comprise introductory experiences/basic instruction in a wide variety of areas, promote fun and social interaction and are affordable.

South Frontenac's mandate in recreation focuses on this essential function, and its role in activating its mandate is largely as an indirect service provider. By providing support to community-based organizations and collaborating with other agencies/groups, the municipality enables the delivery of recreation programs and services. Support takes different forms and includes infrastructure provision and maintenance, seed funding and assistance with accessing grants from outside sources, administrative assistance with program development and operations, etc. An underlying assumption, therefore, is the need to recognize and strengthen the Township's primarily indirect role in providing essential, community-focused recreation.

In all communities, realizing truth and reconciliation means relationship building with local Indigenous Peoples. While there is much interest in developing programs that promote understanding and knowledge of Indigenous history and legacy in our communities, establishing an ongoing working relationship with Indigenous Peoples is beyond the scope of a parks and recreation master plan, as it is a corporate-wide initiative. With respect to the services addressed in this Plan, ideally local Algonquin, Anishnaabe, and the Haudenosaunee communities would be part of ongoing joint service planning activities related to mutually beneficial outcomes. This activity would occur under a formal relationship that is established by the Township for all relevant municipal work. The City of Kingston's Engage for Change project is an example of a municipally-driven, corporation-wide initiative to build relationships with local Indigenous communities.

Reciprocity: Defined as 'the practice of exchanging things with others for mutual benefit,' the concept of reciprocity applies to exchanges of various kinds in recreation service delivery. It underlies partnerships as well as the practice of charging fees for services. In true partnerships, some element of risk is also assumed by each party to the agreement. The nature of reciprocity, therefore, should be articulated in formal agreements and policies. This will clarify the purpose and value of the exchange, as well as the benefits to the Township and relevant other parties.

Alignment with Strategic Plan: The Township's Strategic Plan identifies the following four priorities that will be activated in the Master Plan's implementation.

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

Given its extensive natural environment, the Township is positioned to take leadership in a number of relevant areas. Anecdotal evidence suggests COVID has accelerated the use of outdoor natural areas in South Frontenac for recreation by both residents and visitors. While the longer-term outcomes of this trend remain to be seen, accommodating nature-based activity on trails and lakes/waterways while ensuring ecosystems can thrive will be critical. Focusing on improvements to use-related 'hot spots' to minimize impact, educating users on appropriate behaviours related to the environment (e.g., 'leave no trace,' boat cleaning, etc.) and developing stewardship will be important approaches. Procurement policies and practices directed by environmental sustainability considerations offer internal leadership options (e.g., using recycled/natural, locally purchased materials, minimizing carbon emissions, etc.)

As noted above, maintaining a community-focused Township mandate and role, and rationalizing municipal services, must occur while simultaneously developing the parks and recreation system. Implementing the Master Plan could require separating the management of the arena and the Township's recreation functions into two positions. It may also require additional staffing to optimize program development and facility use. As required, new or revised policies and practices may be needed to achieve desired objectives.

Creating vibrant, complete communities while promoting a Township-wide sense of connectivity is a multi-faceted endeavor. Physically, it means linking places/destinations throughout the Township and those within settlement areas via trails, pathways and on-road paved shoulders for non-vehicular movement. As is the case in most communities, this type of work is occurring in South Frontenac incrementally and will be furthered by the Master Plan. At the same time, programming can be used to both preserve the legacy of settlement areas as well as bring all Township residents together to celebrate the larger community. Engaging all residents in recreation may also call for the Accessibility Advisory Committee to play a greater role in shaping inclusivity beyond simple AODA compliance.

Summary of Assessment Framework

The assessment framework for the Master Plan, therefore, assumes the Township will:

- establish demand for services driven by actual use/activity levels as opposed to expressed demand in the political arena.
- respond to demand within its role as a primarily indirect service provider of community-oriented, inclusive recreation services.
- provide parks and recreation services to community groups and individuals within reciprocal relationships.
- favour approaches to recreation service development and operations that put the natural environment at the forefront to demonstrate its commitment to leadership.
- ensure that each settlement area has access to recreation opportunities nearby, while minimizing service duplication.
- support all service development and delivery by providing the human resources and policies/practices necessary for implementation.

RECREATION, PARKS, AND LEISURE MASTER PLAN

4.0 PROGRAMS AND EVENTS

SOUTH FRONTENAC


South Frontenac Museum

4.0 Programs and Events

4.1 Supply

Events

The community hosts a wide array of events for all ages, all year round. The Township supports the organization of events for Canada Day, and a Family Day event at the arena. Other events are organized by local non-profit and volunteer organizations and small businesses. Table 4-1 below provides an overview of organizers and events. However this is **not** an exhaustive list. Event themes include music, art, holiday celebrations, sports, dinners, local agriculture, and local crafts and artisan shows/sales.

Table 4-1: Summary of events organized in South Frontenac

Organizer	Event Name	Location	Season
Township of South Frontenac	Canada Day	Glendower Hall, Centennial Park, Point Park, Gerald Ball Memorial Park	Summer
	Family Day	Frontenac Community Arena	Winter
	Halloween and Christmas House Decorating Contests	Various	Fall, Winter
Verona Community Association	Various community events	Harris Hall, Storrington Hall, Glendower Hall, Grace Centre, Verona Lions Hall	Year round
Verona Lions	Garlic Festival	Verona Lions Hall	Fall
	Christmas for Kids	Verona Lions Hall	Winter
	Other smaller events (breakfasts, fundraisers etc.)	Verona Lions Hall	Year round

Table 4-1: Summary of events in the Township of South Frontenac (continued)

Organizer	Event Name	Location	Season
Storrington Lions	Various events (craft shows, auctions)	Storrington Lions Hall (Sunbury)	Year round
Sydenham Lions	Vision screening and other events	Schools, Sydenham Public Library	Year round
Royal Canadian Legion	Meat Spin	Royal Canadian Legion	Year round
	Various events (dances, contests etc.)		Year round
Verona Car Show	Verona Car Show	Verona Lions	Summer
Sydenham Women's Institute	Various events (bake sales etc.)	Grace Centre, Verona Lions Hall, Sydenham Library	Year round
Somersault	Sydenham Triathlon & Duathlon	Sydenham Point Park	Summer
South Frontenac Rides, Sydenham Canoe Club	Lakes and Trails Festival	Sydenham Point Park	Summer
Fantasy in the Forest	Fantasy in the Forest Art Show	Fantasy in the Forest property (private)	Summer
Local Artists and Artisans	Art in the Sawmill	Sawmill in Verona	Summer
Bobs and Crow Lake Association	Frontenac Frolic	Glendower Hall	Summer
Frontenac County	Open Farms in Frontenac	Private farms	Summer

Table 4-1: Summary of events in the Township of South Frontenac (continued)

Organizer	Event Name	Location	Season
Cheesecakery Bakery and other businesses/ volunteers	Homegrown in Frontenac Festival	3005 Forest Rd.	Fall
Battersea Pumpkin Festival volunteers	Battersea Pumpkin Festival	Battersea Ball Park	Fall
Harrowsmith & District Social & Athletic Club	Harrowsmith Santa Claus Parade and Open House	Harrowsmith & District Social & Athletic Club	Winter
	Canada Day in the Park		Summer
	Family Halloween Party		Fall
	Dinners and Auctions		Year Round
	Community Yard Sale		Summer
Old Tyme Fiddlers*	Open Mic	Golden Links Hall	Year Round
Harrowsmith Odd Fellows & Rebekahs	Various events	Golden Links Hall	Year Round
Bellrock Hall Community Association	Various events (potlucks etc.)	Bellrock Hall	Year round
Glendower Hall Association*	Bedford Jams	Glendower Hall	Year round

*Adult-only event.

Programs

The community has access to a number of programs, mostly offered by volunteer and non-profit organizations. The Township provides two programs, both for school-aged children: swim and day camp and the Healthy Kids Drop-in Program. Programs offered by other providers are wide ranging and include sports and physical activities, social programs, learning and arts. A summary of providers and a sample of programs available in the Township is shown in Table 4-2.

Table 4-2: Programs in South Frontenac

Provider(s)	Sample of Programs	Ages Served	Seasons
Township of South Frontenac	Swim and day camp, Healthy kids drop-in	Four and older	Summer
Other Public Providers			
KFLA Public Health, Rural Frontenac Community Services, EarlyON, South Frontenac Community Services, Limestone District School Board, Kingston Frontenac (Sydenham) Public Library	Walk-on, kids club, camp, parent and tot programs, seniors programs, dementia day program, reading programs, tech, learning, etc.	Focus on preschool and school-aged children, and seniors	Some year round, some summer only
Volunteer Organizations			
Numerous hockey, ball, and soccer leagues, South Frontenac Stocksport Club, South Frontenac Pickleball Club, quilting clubs, musical groups, South Frontenac Museum Community Hall Associations (Storrington, Bellrock, Bedford, Glendower), Sunbury Horseshoe Club, and others	Hockey, soccer, softball, ice stock/stocksport, horseshoe, pickleball, choirs, open mic nights, museum programs, social events, fitness and wellness programs, etc.	All	Many year round, hockey winter only, and ball leagues summer only

Table 4-2: Programs in South Frontenac (continued)

Provider(s)	Sample of Programs	Ages Served	Seasons
Non-profit			
Harrowsmith and District Social & Athletic Club, Sydenham Lake Canoe Club, Lions Clubs (Storrington, Sydenham, Verona), Girl Guides, Scouts, Grace Social Activity Centre, /Verona Community Association, New Leaf Link, Elbow Lake Environmental Education Centre, and more	Kayak/canoe programs, holiday events, fundraisers, softball, Garlic Festival, life skills, physical and social programs for seniors, programs for those with special needs, environmental programs and camps etc.	Focus on family/all ages, children, and seniors	Many year round, some summer only
Private			
JoLyn Dance, Kingston Hockey Development Centre, Elements, Sydenham Academy of Martial Arts, Nomad Yogini, Yoga with Cathie	Ballroom dance, line dance, dance nights, hockey training, strength and conditioning, camps, yoga, martial arts	All	Year Round

4.2 What We Heard

Residents

Participation

Half (50%) of those responding to the random telephone survey claim that nothing prevents them or a member of their household from participating in programs and activities. Among the reasons mentioned most often for not participating were: a lack of time (14%), programs or activities of interest not being provided (7%), having no one to participate with(5%) and not being aware of offerings (5%). The online survey response was similar, with over half (53%) indicating nothing prevents them from participating. The next highest responses were not aware of programs/activities (21%) and not interested in what is provided (20%).



Wilmer Ball Park in South Frontenac

Need for Additional Programs and Events

The largest proportion of residents (46%) were unsure about the need for additional programs/activities (random telephone survey). Those who thought that additional programs/activities are needed and those who thought they are not needed were almost evenly split (26% yes, 27% no) (random telephone survey). In the online survey, responses leaned in favour of yes, more programs are needed (65%), with 14% saying no and 22% uncertain.

Of the quarter (26%) of telephone survey respondents who said more programs are needed, the age groups indicated as most in need of additional programs/activities were adults ages 35-54 (25%), young adults ages 20-34 (23%), children ages 6-12 (22%), and adults ages 55-64 (20%). The online survey indicated the same top four population groups with the exception of the young adult cohort, which was replaced by teenagers ages 13-19 (Table 4-3).

In the telephone survey, the types of programs of most interest were wellness (37%), court sports (32%), individual fitness training (29%), gymnasium sports (29%) and group fitness classes (23%) (Figure 4-2). In the online survey, the types of programs with the most interest were group fitness (52%), wellness (50%), gymnasium sports (47%), court sports (42%) and one-day or weekend special events (41 %) (Figure 4-3). In both surveys, the top responses under 'other' included aquatics, outdoor activities using trails and lakes (e.g., hiking, cycling, ATVing, canoeing, kayaking etc.), as well as mentions for a splash pad and bicycle pump tracks.

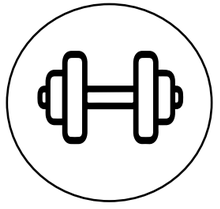
Results from Telephone Survey:



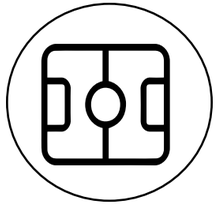
Wellness Programs: 37%



Court Sports: 32%



Individual Fitness Classes: 29%



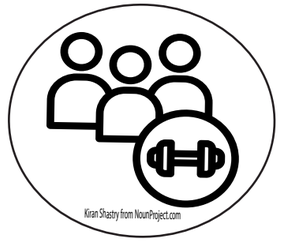
Gymnasium Sports: 29%



Group Fitness Classes: 23%

Figure 4-3: Top programs of interest from the telephone survey

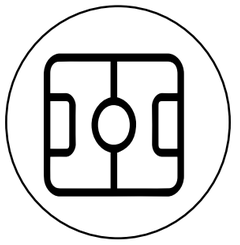
Results from Online Survey:



Group Fitness Classes: 52%



Wellness Programs: 50%



Gymnasium Sports: 47%



Court Sports: 42%



One-day or Weekend Special events: 41 %

Figure 4-4: Top programs of interest from the online survey

Table 4-3: Comparison of key findings from the random telephone and online resident surveys

Question*	Random Telephone Response**	Online Response**
Do you think additional programs/ activities are needed?	Yes: 26% No: 27% Unsure: 46%	Yes: 65% No: 14% Unsure: 22%
What types of programs are of interest?**	Wellness: 37% Court sports: 32% Individual fitness: 29% Gymnasium sports: 29% Group fitness: 23%	Group fitness: 52% Wellness: 50% Gymnasium sports: 47% Court sports: 42% One-day/weekend events: 41%
Which age groups are interested in participating?**	Adults (35 – 54): 25% Young adult (20 – 34): 23% School age (5 – 12): 22% Adult (55 – 64): 20%	Adults (35 – 54): 45% School age (5 – 12): 40% Adult (55 – 64): 26% High school (13 – 19): 20%

*The exact wording of the questions has been altered slightly in this table for brevity.

**Responses do not add to 100% due to rounding, and because respondents were able to select more than one answer.

In surveys and focus groups, the community provided many interesting program, activity and event ideas. Here are a few:

- E-sports
- Outdoor all-season recreation
- Self-directed recreation
- Historical and educational signage at parks
- Movies in the park
- Campfires in the park
- Boat parade of lights
- Year-round farmers market
- History walks in each village
- Environmental education events
- Family events at parks
- Community gardens
- Nature programs

South Frontenac Community Services (SFCS) operates the Grace Centre, and is the primary provider of seniors' programming in the Township, offering wellness, fitness and social programs. SFCS reported that its programs are at capacity, with additional demand for programs that cannot be met due to space constraints. Staff indicated that if space were available, they would be able to offer more programs to fill demand. SFCS is also partnering with the YMCA of Eastern Ontario to offer satellite programming. The YMCA is using a van with fitness equipment to travel to rural areas to offer seniors programs, with plans to come to the Grace Centre. There is interest in visiting other locations through the Township; however, community halls do not provide sufficient space to accommodate the program. All of the spots for these programs were filled, with people turned away due to lack of capacity (40 people before COVID, 10 people after).

Program and Event Providers Survey

Growth in Programs

The largest proportion of groups that responded to the user group survey (28% or 8 groups) are expecting over 25% growth in participation in their programs over the next five to ten years. The second highest proportion (24% or 5 groups) is expecting 0 – 5% growth. The top factors that anticipated change is attributed to are interest in their activity (91% or 19 groups), socially engaging/ fun (71% or 15 groups), overall population growth (67% or 14 groups) and easy to participate (67% or 14 groups).

Township Support

When asked how the Township can best support its organizations, the top responses were related to marketing and promotion (54% or 7 groups), insurance (46% or 6 groups) and 'other' (54% or 7 groups), where responses mentioned marketing/promotion, an indoor facility, addressing parking issues, organizing a club fair for residents to come and learn about all the activities in the Township and helping to connect students who wish to volunteer with organizations in the Township.

Program Seasons

The majority of groups provide programs and activities from May to September (68% or 15 groups). This decreases to 27% or 6 groups from December to February.

Current Demand

It appears that available programs and activities provided in the Township are in line with demand. In the user group survey, most groups indicated they provide fitness/wellness programs (41% or 7 groups), outdoor field sports (35% or 6 groups), outdoor court sports (29% or 5 groups) and social clubs (35% or 6 groups), which aligns with community interest from the resident surveys. There is an imbalance between supply and demand for outdoor, nature-based programs: residents displayed a strong interest in additional outdoor, nature-based programs/activities (in 'other' responses in the surveys and in focus group discussions), but only 6% (1 group) that responded to the user group survey currently provides this type of programming. It is also worth noting that the Township is relatively well supplied with learning programs (29% or 5 groups), and this was not an area that residents indicated needed more growth, suggesting that there is an adequate supply of this type of programming.

Population growth over the term of this plan is projected for 1,900 additional permanent residents, so it is reasonable to expect that demand for programs will increase. However, demand due to population growth is not the only reason to supply more recreation programs and opportunities. In providing more recreation programs, events and opportunities for self-directed activities, the Township can support and encourage more residents to be active and socially engaged.

4.3 Program/Event Areas for Development

Survey findings revealed relatively limited interest in additional programs/activities. The results of the resident telephone survey indicated that, for the most part, residents appear to be satisfied with the variety and availability of programs and activities in the community. Residents also travel to Kingston for recreation services that are not provided locally (e.g., fitness gyms, indoor aquatic programs, etc.).

At the same time, those who participated in the online resident survey were considerably more interested in additional program services than telephone respondents. This is likely a reflection of the tendency for residents who already use recreation services to self-select to complete an online survey, while the random telephone survey captures both users and non-users. Those who participated in these and other consultation activities expressed interest in new or expanded programs/activities in the following areas:

- Outdoor, all-season programs and events
- Wellness and fitness programs
- Nature-based programs
- Gymnasium sports
- Short duration programs and events
- Culture and heritage programs and events
- Court sports (discussed in the Facilities section)

Outdoor, All-Season Programs and Events

This category includes both structured programming and self-directed activities throughout the year for all ages. These types of activities fit well with the Township's natural environment assets and extensive trail system. Community consultation revealed the following areas of interest among Township residents and volunteer program providers:

- Water-based: beach/water safety for children, kayaking, canoeing, sailing, fishing
- Trail-based programming: hiking, cycling, interpretive/educational, heritage tours, walking and outdoor activities (older adults), cross-country skiing, snowshoeing; etc.
- Environmental stewardship and education: appropriate behaviours, invasive species, water quality protection, climate change and pollution education, etc.
- Outdoor ice: skating on lakes, or outdoor rinks and skating trails

While nothing prevents people from being active outside on their own, there may be opportunities for the Township to increase participation in both structured and unstructured outdoor activities. For example, taking indoor programming outdoors during the late spring, summer and early fall can both activate park spaces and benefit participants, particularly in areas not close to indoor program options. Activities like yoga, Pilates, group fitness, tai chi, social clubs, games for children, reading groups, educational workshops, short-duration programs, special events, etc. are amenable to outdoor provision in park settings. For example, the Library offers a program called Snowsuit Storytime, where a winter-themed book is read outdoors for children. As discussed further in the Parks

section, the Township can support these types of outdoor activities by:

- Providing shelter from heat and cold
- Providing outdoor venues for small or large groups
- Improving accessibility, seating, water, washrooms
- Identifying green open spaces that are suitable for programming and inspect and permit them

Resident interest in activities using natural assets such as lakes, trails, and forests (e.g., outdoor skating, cross-country skiing, sledding, snowshoeing, hiking, kayaking, stand-up paddle boarding, etc.) can be supported in several ways - alone or in combination - depending on the program/activity and available resources:

- Encouraging community volunteer groups to take responsibility for a program/activity (e.g., hiking club)
- Establishing agreements with existing providers (e.g., Sydenham Lake Canoe Club) to offer introductory programs on behalf of the Township
- Directly contracting instructors to teach needed skills/lead activities (e.g., kayaking, cross-country skiing, hiking)
- Developing an outdoor rink or inspected lake skating area

These opportunities to liaise with new providers and offer additional programs are further discussed in the Program Delivery section (see 4.4).

In addition to the above-listed bullets, the Township could develop a municipal equipment-borrowing library or rental service offering, for example, life jackets, canoes, kayaks, paddle boards, sleds, bikes (tandem, trikes, carriages, fat bikes), skates (if adding outdoor rink), cross country skis, etc. An example of such a program is the Municipality of South Dundas Lending Library.[1] After signing up for a membership, residents of South Dundas can access a wide array of sporting equipment for free, including paddleboards, kayaks, cross country skis, skates, snowshoes, badminton and tennis racquets and nets, soccer balls, bocce sets, golf clubs and more. In order to borrow equipment, individuals must be a resident of South Dundas, and if under 18, a parent or guardian must be present. Equipment can be reserved in advance, and once signed out can be kept for three days. The Lending Library was established with funding from a Trillium Grant.

South Frontenac has many natural assets that can help position the Township as an outdoor recreation destination for visitors as well as residents. Although liability concerns can restrict the number and type of activities allowed (especially in winter), there are many precedents for municipality-sanctioned outdoor activities (e.g., fire pits, natural water body skating, ice fishing, tobogganing, etc.). Working with the municipal legal team and its insurance provider, the Township can take steps to allow and promote activities such as tobogganing, skating on lake ice and renting green space for outdoor programming.

The Township can further support and encourage outdoor activities by providing attractive and interesting facilities and amenities such as a skatepark, pump track, floating playground, wakeboard course, obstacle course playgrounds, updated playgrounds, story walk boards and other innovative signage etc. These facilities and amenities are discussed further in the Parks section.

1 https://southdundas.com/recreation/lending-library/

PE1. Establish an equipment lending library

PE2. Work with legal team to determine requirements and next steps to safely allow new outdoor recreation activities

PE3. Where possible, develop new and move existing programs and events outdoors, in all seasons

Wellness and Fitness Programs

Adults in the Township have limited access to wellness and fitness programs. Currently, programs are provided by Bellrock Community Hall (e.g., yoga), the Grace Centre (for seniors only) and a few commercial providers (JoLyn Dance, Elements, Sydenham Academy of Martial Arts, Nomad Yogini and Yoga with Cathie).

Physical activity programs for children and youth include a number of camps (e.g., Township camps, Elbow Lake Environmental Education Centre, Sydenham Lake Canoe Club, commercial options etc.), swimming lessons, and activities from commercial providers (e.g., Kingston Hockey Development Centre, Canadian Blackbelt Centres, Sydenham Academy of Martial Arts, Dance Fitazzet, JoLyn Dance, etc.).

Recalling the previous discussion on program demand, adults and children represented the age groups most interested in participating in new programs, while the types of programs most selected included wellness and fitness in both resident surveys. Given the apparent interest in more wellness and fitness programs, the Township should develop more of these types of programs, particularly for adults as these types of programs are typically more appealing to that demographic, and children are served by other physical activity programs. This may include more yoga options, weight training, Pilates, dance, walking groups, meditation, etc. New programs can be piloted to test the response, and if successful, made more permanent. Attendance should continue to be monitored, and if demand exceeds what the providers can offer, the Township should consider directly contracting instructors for these classes. The Township should begin by engaging existing providers of these programs to determine if demand is as high as reported in the surveys, and if so, discuss possibilities for the providers to increase their programs or program capacity, either on their own or with assistance from the Township.

Comments received during consultations indicated that the location of programs is a challenge for participation. On the instructor side, it can be difficult to find instructors in each area, or instructors that are willing to travel to areas in need, and on the participation side, it can be hard to draw participants if the drive is longer than 20 or 30 minutes.

The Township could help address this in two ways: First, by further promoting program instruction positions, and offering training for specialized instruction (e.g., dance, fitness etc.) (see section 4.4 Program Delivery). Secondly, while the geographic location of indoor facilities may be far for some participants, gaps could be filled for part of the year by offering programs at parks in areas that lack appropriate indoor facilities (see PE3). It may not work for all types of programs (for example, not ballroom dance), but many other wellness and fitness programs can be held in grassy open spaces (e.g. zumba, tai chi, yoga, group fitness etc.).

PE4. Expand wellness and fitness programs for adults

Nature-based Programming

The lakes and forests of South Frontenac are two of its greatest assets, and this pride of place came through strongly in Council, staff and community consultations. Recreation in South Frontenac should focus on offering what other places cannot: a natural environment experience consisting of lakes, forests and other natural features. Time spent in nature has many proven positive outcomes for physical and emotional wellbeing, and the COVID-19 pandemic has resulted in an even greater appreciation for time spent outdoors in the natural environment: A cross-country survey by Parks People showed that 70% of people said their appreciation for parks and green spaces increased over the pandemic).[2] The pandemic is not over, so it is not yet possible to say if the increase in park and trail use will be permanent, but it is reasonable to expect that many people have developed new interests in being outdoors, and these interests will remain high. With the addition of increased awareness and concern about climate change, it is likely that interest in nature-based programs will continue to rise as people, particularly youth, seek to reconnect with nature and obtain a better understanding of nature and ecology.

There are a number of organizations that own or manage natural areas in South Frontenac with forests, lakes and trails, and most offer some form of programs and events. These are summarized in Table 4-4.

The Township assists with increasing awareness of these programs by including ads in the Recreation Guide (which groups noted has been helpful), and by posting information on the 'Explore the Outdoors' page on the Township website.

In addition to advertising, the Township could support participation in these programs by



helping recruit instructors for workshops (see discussion below on short duration programming for more details), and by providing, or helping to provide, transportation to sites. In focus groups with providers, transportation was mentioned as a barrier to accessing their sites (and therefore programs at their sites), due to the distance from settlement areas and the lack of a public transportation system.

Conversely, the Township should approach these organizations to assess their interest in bringing some of these environmental programs to municipal parks and beaches. Programs would ideally be geared to children only, adult only and all-ages in order to attract a range of interested groups. Offering these programs at Township parks will increase outdoor programming options for all ages, animate the parks, encourage visitors and help people connect to their local environment. Programming would also help raise awareness of these other sites and programs, and may pique people's interest in visiting them.

2 https://resources.parkpeople.ca/en/resource/19297/covid-19-and-parks-highlights-from-our-national-surveys

Table 4-4: Organizations that own or manage natural areas in the Township

Organization/site	Sites within South Frontenac	Programs and Events Offered
Nature Conservancy of Canada	Elbow Lake Environmental Education Centre, Milburn Creek Property	• Environmental programs and workshops • Eco-Adventure Day Camp
Frontenac Arch Biosphere	Most of South Frontenac is within the boundaries of the Biosphere	• Camps • Forest School • Weekend Programs • Lessons in a Backpack
Cataraqui Conservation Authority	Gould Lake Conservation Area, Gould Lake Outdoor Centre, Rideau Trail, Cataraqui Trail	• Camps in partnership with Limestone District School Board • Forest therapy • Adult education programs (at Little Cataraqui Creek CA) • Various events throughout year (at Little Cataraqui Creek CA)
Friends of Cataraqui Trail	Cataraqui Trail	Photo contest
Friends of Frontenac Park	Frontenac Provincial Park	• Various educational lectures • Wilderness workshops • Winter camping lessons and challenges
Wintergreen Studios	200 acres at 90 Wintergreen Lane	Retreats, workshops on various topics/skills
Frontenac County	K & P trail	None
Rideau Trail Association	Rideau Trail	None

PE5. Expand nature-based programs and events, in collaboration with relevant agencies and organizations

Gymnasium Sports

Gymnasium sports encompass a wide variety of activities including basketball, net court sports, archery, games (dodgeball, tag, etc.), martial arts, wrestling, yoga, fitness classes and more. Gymnasiums can also host events and social club programs. Considering the wide array of sport and activity interests and age groups that can be accommodated, it is not surprising that 'gymnasium sports' was also a most selected program/activity of interest in both resident surveys.

The Township should first identify community organizers/instructors who are able and willing to provide gymnasium sport programming (for all ages), and collaborate with the school board and Harrowsmith Free Methodist Church to increase use of those gymnasiums to host the programs and events. The arena could also accommodate some of these activities (as long as they are compatible with concrete flooring) during the ice-out season. Gymnasiums are discussed more in the Facilities section.

PE6. Develop gymnasium sport programs for adults and children

Short Duration Programs and Events

Short duration programming will allow the community to explore many different topics/activities that intrigue people (e.g., lake ecology, art, gardening, cooking and preserving, etc.), and will allow providers to serve a broader market. For some, this could be the first step to engaging in a program or activity that captures their interest.

Short duration programming is ideal for learning new skills and is appealing to many adults, as an ongoing time commitment is not required and the subject areas can be determined by community interests. Food-based programming would be a good candidate for short duration programming, as any resident can volunteer to teach a class on, for example, a family recipe, jarring and preserving or baking. There are a number of kitchens in the Township that could be used for this purpose (e.g., Glendower Hall).

The model for this type of programming has been established by the Dovercourt Recreation Association in Ottawa and is called the Westboro Brainery. The website describes this program model as follows:

> "Westboro Brainery offers affordable, enriching single-session classes in food, art and DIY. Taught by quasi-experts, passionate enthusiasts and seasoned pros, Westboro Brainery is community-driven and made possible by Dovercourt Recreation Centre.
>
> Classes are brief (usually no more than 3 hours at the most) and inexpensive (averaging $15-$60). Because the Brainery is a citizen-led affair, classes are largely determined by YOU, the public. You come to us with your idea, and provided it meets the basic criteria, you have yourself a class.
>
> **What types of classes are we looking for?**
>
> We're open to lots of things but FOOD, ART and DIY have become our mainstay, so we tend to focus on those. Have a look at our Past Classes page and you'll get an idea of the sorts of subject matter we go for. We tend to avoid subjects in the health and wellness and professional development categories (fitness, yoga, nutrition, resume building, computer skills, etc.) and reserve the right to refuse anything that is borderline sales-y.
>
> **Do you need to have teaching experience?**
>
> If you have little or no teaching experience, no biggie. We just ask that your first class be pro-bono and we'll give you access to a free class of your choosing by another instructor as compensation for your time. After that first class is under your belt, and provided the class is generally well-received,you will be compensated for all future classes you teach at a rate of $25 per hour. We also compensate you for any material supplies needed for the class.
>
> And it helps if you're comfortable in front of an audience and understand the importance having a class outline before you enter the classroom. :-)
>
> **Give us your suggestions!**
>
> So... do you have some interesting knowledge and/or skills to share? Then sign up to teach a class!
>
> Is there something you'd like to learn about? Let us know and we'll do our best to make to happen.[3]

This approach makes use of local knowledge and skills, and is an opportunity for exposure for local artists and artisans, if they choose to teach a class. Short-duration programs also function as a test, or 'try-it,' to gauge the level of interest in a given topic or program. If a short-duration program is successful and participants want to learn more, it could become a longer-term program.

PE7. Develop short duration programs for all ages

3 http://www.westborobrainery.ca/about/



A display of artifacts at the South Frontenac Museum

Arts and Culture Programs and Events

These programs and events encompass both arts (visual, performing, artisanal, etc.) and heritage (e.g., natural, built, social, ethnic, etc.). South Frontenac is fortunate to have extensive natural heritage (discussed previously under 'nature-based' programming) and settlement history, and several organizations that offer culture programming (see Table 4-5).

Local groups are interested in partnering with the Township, particularly the South Frontenac Museum Society and New Leaf Link (NeLL). These groups reported there is strong interest in their programs and that with some assistance they could likely increase the number and types of programs they offer. Township assistance for museum activities is connected to the provision of facilities and outdoor space, both of which are discussed further in the Facilities and Parks sections. For example, with an accessible outdoor classroom area and community gardens at the Museum site, the Museum and NeLL could expand their program types and bring them outdoors.

With historic landmarks like the Petworth and Bellrock Mills, the Township could approach the Museum Society to offer educational programs at these sites (once they have been made usable, as discussed in the Parks section).

PE8. Develop culture programs for all ages

Table 4-5: Arts and culture programs offered in South Frontenac

Organization	Programs/events
South Frontenac Museum Society	Curates the museum, offers summer programs, drop-in visits
Sydenham Library	Arts and crafts, genealogy
Storrington Community Hall Creative Art	Drop-in social and art sessions
Frontenac Women's Chorus	Women's choir
New Leaf Link	Art (visual, drama, music) and healthy living programs for adults with developmental disabilities
Sunbury Jams	Open Mic nights
Bedford Jams	Open Mic nights
Old Tyme Fiddlers	Open Mic nights
Frontenac Society of Model Engineers	Building models and socializing
Trinity Quilters	Quilting group
Soulful Singing	Singing group
Carolyn's Creative	Art and music lessons
JoLyn Dance	Dance classes
Dance Fitazzet	Dance classes
Private Music Lessons (guitar, ukulele, piano)	Music lessons

Programming Existing Assets

Discussion of recreation programming can be framed in a number of ways; for example, in the preceding discussion it has been framed in terms of program types. However, the need to make use of existing assets and resources – to encourage more residents and visitors to use parks and facilities – has also been apparent. Table 4-6 summarizes and reframes the previous discussion in terms of programming existing parks and facilities, which may be helpful for Township staff in implementing the Master Plan's recommendations. Other than skateparks and pump tracks, which are primarily facilities for children and teens, the facilities and parks noted in the table have the potential to serve all age groups.

Table 4-6: Programs and event options for parks and facilities in the Township

Facility/Park to Program	Possible Program/Event Ideas	Need/Interest Addressed	Proposed Organizers
Open green space	• Educational • Group fitness and wellness • Physical activities and games • Events • Culture and heritage	• Adult and children's programming • Outdoor programming • Wellness and fitness • Culture and heritage	• Private providers • Library • Non-profit and volunteer organizations
Beaches and lakes	• Swim/lifeguard instruction • Paddling (e.g. canoe, kayak, stand-up paddleboarding, etc.) • Wakeboarding (see Parks) • Environmental education, natural heritage • Events • Wellness and fitness	• Adult and children's programming • Outdoor programming • Environmental programming • Natural heritage • Wellness and fitness	• Township • Nature Conservancy of Canada (NCC), Cataraqui Conservation Authority, Lake Associations, Frontenac Arch Biosphere, Sydenham Canoe Club

Table 4-6: Programs and event options for parks and facilities in the Township (continued)

Facility/Park to Program	Possible Program/Event Ideas	Need/Interest Addressed	Proposed Organizers
Outdoor classroom/event area	• Educational • Culture and heritage • Short duration	• Adult and children's programming • Outdoor programming • Culture and heritage • Environmental programming	• Museum • Library • NCC, Cataraqui Conservation Authority, Lake Associations, Frontenac Arch Biosphere • Other community organizations (e.g., New Leaf Link - NeLL)
Community gardens	• Education • Culture and heritage • Food, gardening	• Adult and children's programming • Outdoor programming • Environmental programming • Culture and heritage	• Museum • Other community organizations (e.g., NeLL)
Trails	• Environmental education, natural heritage • Cycling and hiking clubs • Cross-country skiing, snowshoeing • ATVs and snowmobiles	• Adult and children's programming • Outdoor programming • Environmental programming • Wellness and fitness • Active transportation	• South Frontenac Rides • NCC, Cataraqui Conservation Authority, Lake Associations, Frontenac Arch Biosphere
Arena and outdoor rink	• Learn to skate • Ice sports (e.g. hockey, shinny, figure skating, ice stock etc.) • Open skate • Events	• Adult and children's programming	• Township • Leagues
Halls	• Events • Educational events • Arts and culture • Short duration programs • Food programs • Social programs • Light physical activity	• Adult and children's programming • Arts and culture • Wellness and fitness	• Private providers • Non-profit and volunteer organizations
Kitchens	• Short duration programs • Food programs • Social programs • Culture and heritage	• Adult and children's programming • Arts and culture	• Private providers • Non-profit and volunteer organizations

Table 4-6: Programs and event options for parks and facilities in the Township (continued)

Facility/Park to Program	Possible Program/Event Ideas	Need/Interest Addressed	Proposed Organizers
Courts	• Pickleball and tennis (club play, open play etc.) • Potentially tournaments	• Adult and children's programming • Outdoor programming • Fitness	• Leagues
Ball Diamonds	• Baseball, softball, t-ball, slo-pitch etc. (league play, practice) • Potentially tournaments	• Adult and children's programming • Outdoor programming • Fitness	• Leagues
Sport fields and open fields	• Soccer, lacrosse, football (league play, practice) • Potentially tournaments • Fitness and wellness programs	• Outdoor programming • Fitness and wellness	• Leagues
Pump track/ skatepark	• Self-directed and programmed skating, biking, scootering & roller skating • Tournaments	• Adult and children's programming • Outdoor programming • Fitness	• Clubs • Township

4.4 Program Delivery

South Frontenac's role in recreation programming is largely as an indirect service provider. By providing support to community-based organizations and collaborating with other agencies/groups, the municipality enables the delivery of recreation programs and services. Support from the Township takes different forms and includes infrastructure provision and maintenance, seed funding and assistance with accessing grants from outside sources, and administrative assistance with program development and operations. In addition to these supports, the Township should also:

- Organize regular communication with providers: Regular communication with providers (e.g., bi-yearly program planning sessions) ensures that the Township is aware of challenges and needs faced by groups (e.g., low enrollment, inadequate space, needed facility upgrades, etc.), and, likewise, groups can be kept up to date with Township plans related to parks and facilities and challenges for addressing certain needs. Regular meetings provide a venue for collaboration, problem solving, and for new partnerships and efficiencies to flourish.
- Expand marketing and promotion: Assistance with marketing and promotion was the most requested form of Township support in the user group survey. The need for more marketing and promotion was also evident in the online survey, with 21% of respondents saying they are not aware of available programs, and to a lesser extent in the telephone survey, with 5% of respondents indicating the same. Support can be provided in a variety of ways including social media posts, email blasts, posting on the Township website and in the program guide (digital and printed), improving circulation of the program guide, postings at parks and facilities, etc.

Community Partners

There are many organizations and businesses in South Frontenac that offer recreation programs, and are keen to collaborate with the Township. These groups participated in focus groups, the user group survey, and/or submitted e-mail contributions during consultations for this Plan. The Consultation Summary Report (under a separate cover) has a detailed list of groups that participated, and this list could be used as a starting point to invite participants to the regular program planning sessions. The following is a sample of the groups who should be approached for program planning:

- South Frontenac Museum Society
- Sydenham Library
- Kingston Hockey Development Centre
- JoLyn Dance
- New Leaf Link
- Harrowsmith & District Social & Athletic Club
- Lions Clubs
- South Frontenac Community Services Corporation

More groups are also listed in Tables 4-1 and 4-2.

As part of the regular joint program planning sessions, the Township should request data from program providers to inform future service decisions. Information collected and shared should include (but not be limited to): infrastructure/facility/park used, cost to execute, advertising methods, cost to participate, number of registrants and number of actual participants, interest in new programs and target population. The Township is in the process of setting up a recreation software management system (PerfectMind) that will enable some of this data collection (e.g., facilities used, scheduling, number of registrants, cost to participate for Township programs). It is unknown how much of the other information can be collected (e.g., cost to execute, advertising methods, interest in new programs), but the Township should try to collect as much of this information as possible through PerfectMind to make the most of this resource. Any additional information that is not able to be collected through PerfectMind should be collected by groups and shared with the Township. Interest in programs not provided is particularly important data to collect in order to track demand for new programs. This will allow data-driven decision making with regard to various forms of assistance from the Township.

A Program, Events & Education Coordinator position was created in March 2020 with the intention of further developing Township-run programs and events, and supporting other community-based programmers. However, the nature of the position changed immediately with the onset of the COVID-19 pandemic. Having this dedicated staff person allowed the Township to pivot relatively quickly to virtual and distanced programs and events in response to the pandemic including Halloween and Christmas House Decorating Contests using Facebook as the main platform (one of the contest postings had a reach of 40,000) and virtual swimming lessons (short instructional videos posted to social media).

The Program, Events & Education Coordinator should be responsible for organizing regular planning sessions with community providers, liaising with and conducting outreach to potential new providers and taking the lead in reviewing the data collected by groups to assess the need and rationale for various types of assistance from the Township, as well as the need (if any) to contract instructors directly.

Once data collection through PerfectMind has begun and community provider planning sessions have been established, certain gaps may become apparent: for example, high interest in activities for which there are no available instructors, demand for activities that are beyond what existing providers can supply or a need for more certified instructors. In this case the Township should seek to directly contract instructors to teach programs. It is acknowledged that teen applicants for recreation positions have been on the decline in recent years, a trend that has been (anecdotally) exacerbated by the pandemic. The Township may seek to incentivise applicants by offering free or reduced cost certification programs for swim and fitness instruction for example. Decisions around program development/provision should be based on evidence of demand for existing programs and clear indicators of interest in new programs that can be introduced as pilots and confirm actual demand.

PE9. Institute biannual programming planning sessions roundtables with community organizers

PE10. Request ongoing program, activity and event data tracking from community providers, for data not able to be collected through PerfectMind

PE11. Directly contract instructors for activities where certification is required, or there are no existing local providers, or not enough providers, who can fill the role

RECREATION, PARKS, AND LEISURE MASTER PLAN

5.0 FACILITIES NEEDS ASSESSMENT

SOUTH FRONTENAC



5.0 Facility Needs Assessment

5.1 Requirements for All Facilities

This section addresses scheduled facilities in the Township of South Frontenac, and makes recommendations for planning and providing these services.

Designating Indoor and Outdoor Activity Hubs

A rational approach to service provision is supported by designating key activity hubs throughout the Township as it will allow decisions on investment for different sports/activities/interests to be optimized at a limited number of locations, and future improvements/spending to align with specific use-related objectives.

Designating activity hubs at various locations throughout the Township by type of sport/activity:

- is a prerequisite to a coordinated approach to planning future additions or improvements to infrastructure at each hub (including proposed plans currently on hold pending the Master Plan's recommendations).
- will contribute to a whole-community approach to parks and recreation and promote internal travel by residents to access their choice of programs/activities/interests.
- can help reduce conflicts/competition among multiple users of the same facilities.

Elsewhere in this section, recommendations are made on hubs for specific activities (e.g., soccer, tennis, etc.). Once these hubs are confirmed, staff can make a recommendation to Council to adopt these designations.

F1. Confirm recommended outdoor and indoor activity hubs

Instituting a Comprehensive Service Tracking System

As discussed in the assessments on specific facilities elsewhere in this section, available information on use does not comprise a solid data base for facility planning. As a result, it is difficult to determine whether facility supply is in line with, exceeds, or falls short of demand. Decisions on asset management are also not supported by clear indicators of need on where to direct capital investment. Ongoing tracking, and resulting data, are also sometimes required for grant submissions.

The Township has invested in PerfectMind software, which will allow the Township to formalize and document all aspects of service provision to establish actual use of services, unmet demand for use, payment systems, revenue generation, participation levels, etc. and to track trends over time. These functions will be implemented in conjunction with decisions on facility allocation and user fees policy.

A fully operating management software system will be an essential tool for decision-making in determining need and priority for capital/operations investments based on documented evidence rather than pressure from community groups or anecdotal evidence of need, and tracking revenues associated with programs and facility rentals by groups and individuals. In addition to this central function, ideally it should also be structured to:

- ensure outstanding facility/space fees are paid prior to scheduling new times.
- distinguish between residents and non-residents to preclude misrepresenting place of residence, in instances where residents are to be given priority.
- track unmet demand for adult tournaments to provide estimates of potential income and the need to allocate time for these uses.

Interest was expressed in tracking drop-in visits/participation in non-registered programs/events. Remote-tracking technology (e.g., scanning a QR code) to collect this information was raised as a possible method. The Township's recreation management software might have an application of this type that could be activated for drop-in counts. It is noted, however, that the use of QR codes is interactive and requires the visitor/participant to produce it upon entry for scanning. In the absence of staff to ensure codes are scanned, there is no guarantee that people will remember to do it. Codes would also need to be issued in advance to potential visitors/participants, which would likely require a 'blanket' issue to the community as a whole in anticipation of possible attendance at a future drop-in program/event. This approach also assumes that everyone is familiar with the technology and comfortable using it.

Alternatively, 'people counters' are a simple way to track drop-in use, in the absence of staff or instructors to monitor attendance. These systems have been used extensively in retail settings. There is a range of options available, from very basic portable units to highly sophisticated digital systems. For the purposes of monitoring attendance at drop-in programs or events, units that simply count visitors upon entry would likely be sufficient.[1] Moreover, basic counters do not present some of the personal privacy issues that more sophisticated systems generate. The Township should research available options and, upon selecting one that meets data collection requirements, set up a device trial before purchasing multiple units.

1 Links to two suppliers located in Canada (at time of writing): https://www.capillarytech.com; https://www.aartech.ca/people-counters. Note: There are also systems that are specifically designed to monitor counts on use of outdoor spaces/facilities such as trails.

F2. Activate use of recreation management software system to encompass the functions needed to fully monitor service use, outstanding demand, and associated revenues

F3. Investigate options for people counters to track participants/ attendees at drop-in programs/ sessions and set up a trial period to test acceptable devices, in advance of purchasing multiple units

Developing a User Fees Policy

Over the years, as the Township assumed ownership of facilities/spaces that were previously owned and operated by settlement area-based volunteer groups, it has become responsible for most of the associated costs with insufficient resources to offset these. In some cases, user groups continue to handle facility repairs and maintenance. At the same time, variations in the split of responsibility for work between the Township and volunteers can lead to inconsistencies in the level of service provision. In addition, some users are currently paying for use of Township facilities and some are not. This also contributes to an inequitable community-wide system.

Revenue from facility use fees in 2019 totaled $18,488, in contrast to operating costs that were $292,850. In terms of cost recovery, the revenue from fees represented 6.3% of operating costs. This situation, along with the need to update aging infrastructure and add new services, has resulted in increasing tax-based subsidies in efforts to maintain consistent service levels.

The consultation program indicated that, on balance, user fees are more favoured than tax increases to pay for recreation services. Among 371 respondents to the telephone survey, 24% indicated they would pay more to use parks and recreation services and 15% noted willingness to accept an increase in property taxes. Comparative responses among 377 participants in the online resident were 48% would pay more user fees, and 33% would pay more taxes.

Among the 20 volunteer program/user groups responding, the largest proportion (60% or 12 groups) agreed with assisting with fundraising. Almost half (45% or 9 groups) disagreed with paying or paying more for facility use, and there was no firm collective opinion on contributing to capital costs. Groups responding to the service and small organization survey commented on the limited ability of not-for-profits to pay for facility access.

Comments from focus group participants included the need to recognize that all services cost money to provide, and an approach to recovering a reasonable amount of costs from all users is essential to equitable cost distribution and to sustaining services over the long-term.

The Township's November 2021 tax survey provides additional insight into residents' views on spending in areas related to parks and recreation services. Respondents were asked, "When thinking about the services provided, would you increase, maintain or decrease service levels currently provided by the Township in the following areas?" As shown in Figure 5-1, maintaining service levels in each area was the most frequent response, with generally more interest in increases in parks and outdoor amenities.

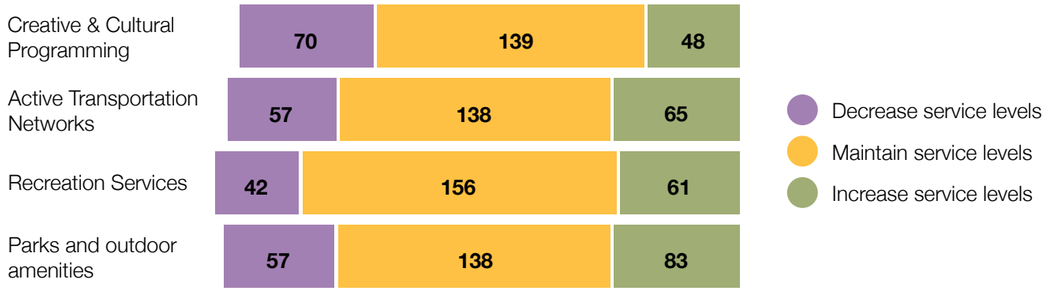


Figure 5-1: Resident Opinion on Levels of Service from the Township in Four Different Service Areas.*

*South Frontenac Resident Tax Survey, 2021

These findings suggest the need to rely to a greater extent on user fees to deliver parks and recreation services, particularly if future development/expansion is to occur.

A deliberately developed, consistent approach to user fees for recreation services does not exist and is required to sustain and improve programs and facilities while controlling the burden on municipal property taxes over the long term. A user fee policy sets the framework for a carefully considered, realistic approach to charging fees in exchange for using Township facilities. Annual fees for use can then be consistently set within the principles, goals and objectives of the policy.

GreenPlay © Methodology for User Fees Determination

GreenPlay[2] uses a 'pyramid methodology for resource allocation/cost recovery.' This approach is illustrated in Figure 5-2 and depicts a direct relationship between the extent of community benefit derived from recreation services and the level of subsidization. This approach allows the municipality the flexibility to provide a wide range of services, while ensuring limited involvement in those that primarily benefit individuals.

2 https://greenplayllc.com

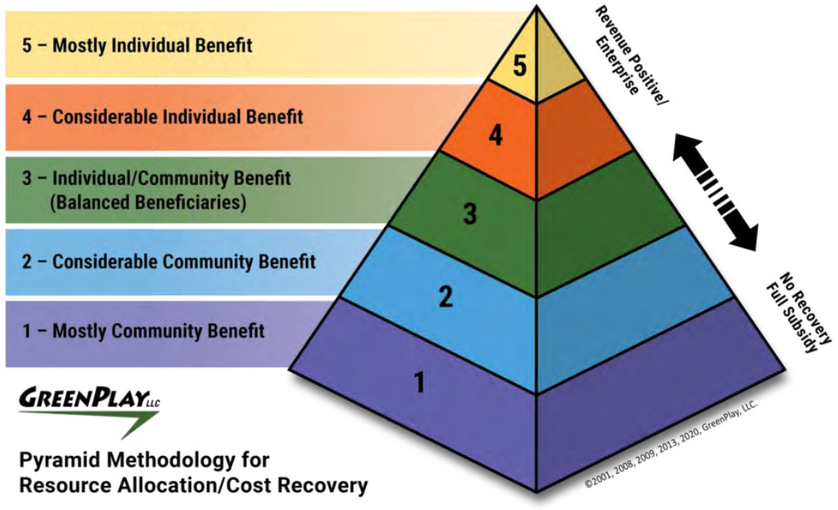


Figure 5-2: Pyramid Methodology for Resource Allocation/Cost Recovery*

*(Source: https://greenplayllc.com/resource-allocation/)

Figure 5-3 relates the GreenPlay model to the above-described mandate of the Township of South Frontenac in recreation service delivery. As noted, those at the base of the pyramid are most strongly aligned with the municipal mandate to provide general, introductory recreation programs/activities that can benefit many residents, and this alignment grows progressively weaker with each successive tier.

GreenPlay Model			Municipal Mandate
↑	Profit centre	HIGHLY INDIVIDUAL BENEFIT	Weakly Aligned ↓ Strongly Aligned
		MOSTLY INDIVIDUAL BENEFIT	
	No subsidy - full cost recovery	INDIVIDUAL/COMMUNITY BENEFIT	
		MOSTLY COMMUNITY BENEFIT	
	Full-subsidy = no cost	HIGH COMMUNITY BENEFIT	

Figure 5-3: GreenPlay Model Related to Municipal Mandate

The GreenPlay pyramid identifies services in Tier 5 as 'profit centres.' From the Township's perspective, Tier 5 services could be viewed as those best provided by the private sector, against which the municipality does not want to compete. Municipal provision of these types of services, therefore, would likely only occur in the presence of verified demand and the absence of a commercial/business provider. At the same time, all services in the upper tiers are priced at progressively higher levels beyond cost recovery, in recognition of their limited community benefit and the need to subsidize those in the lower tiers.

In the City of Redmond study information shown opposite, direct costs were considered in applying the GreenPlay model to allocate services against cost recovery. None of the services - regardless of the tier in which they fell - were recovering costs prior to this work. At the same time, the outcome of the process retained a high level of subsidization for Tier 1 services - the services that most strongly align with the municipal mandate that equates to that of South Frontenac. The overall target of 46% recovery of direct costs assumes a minimum recovery of 100% in Tiers 2 through 5, meaning a recovery range of 100% (Tier 2) to 160% (Tier 5) is necessary to subsidize Tier 1 services.

The Redmond Parks and Recreation Department Cost Recovery Pyramid Model

Using direct costs only, Current and Target Cost Recovery is shown by Tier in the table below. The Target Cost Recovery of 46% equates to a minimum of 100% cost recovery for Tiers 2 through 5. It is anticipated that a plan will be formulated to reach this target through a combination of cost savings, new revenue streams and fee adjustments over the next eight years.

Categories of Service	Current Cost Recovery %	Target Cost Recovery %
Tier 5	69%	160%
Tier 4	81%	130%
Tier 3	86%	110%
Tier 2	57%	100%
Tier 1	0.3%	0.4%
Total All Tiers	**30%**	**46%**

Placement of Categories on Tier levels is shown in the table above. The percentage of Total Direct Expenses is the percentage of the Department's total budget, using direct costs only, that represents the services assigned to each other. [1]

1 Source: GreenPlay LLC. December 2017. City of Richmond Washington. Cost of Service and Cost Recovery Methodology Report.

Municipalities in Ontario have adopted this methodology, or some variation of it, in developing policy around user fees. The Town of Halton Hills used the GreenPlay model in developing its Parks Rates and Fees Strategy. The City of Windsor's policy identifies three vs. five levels of services based on a continuum of full/high to low/no subsidization. Although the Township of South Frontenac's 'menu' of parks and recreation services is not nearly as extensive as these larger communities, and may require a simpler framework, the philosophy is generally applicable: user fee pricing is directly related to the link between the service being provided and the municipality's mandate in recreation. Moreover, it provides a rational way to set cost recovery objectives and distribute fees equitably in relation to the relative benefits accruing to the community or individual user.

A user fees policy for South Frontenac should be developed in consultation with the community to collectively determine its goals, underlying principles and objectives, and their application to the operating components of the policy (e.g., types of costs to be recovered, proportions of costs to be recovered, types of services to be assigned to selected categories/ tiers, and associated shares of recovery, etc.). By rationalizing fees in relation to community vs. individual benefits, a user fee policy can also help ensure that affordability is ensured through appropriate levels of subsidization.

Hiring a specialist on user fees policy development is recommended to facilitate this complex, politically sensitive process. As noted in the City of Redmond recovery model above, reaching the desired end involved formulating a plan combining, "costs savings, revenues streams, and fee adjustments over the next eight years." While the timeframe for implementation may not be as long in South Frontenac, it will take some time to implement policy once it is finalized. For that reason, the policy development process should start immediately. An estimated cost for a full-service contract is $50,000 to $55,000 based on GreenPlay's phased costing as shown in Appendix A.

F4. Engage services of a specialist to develop a user fees policy in consultation with the community

Optimizing the Use of Municipal Facilities

Optimizing the use of municipal facilities justifies improving programming of these assets and increases the potential for revenue generation. This will be part of the ongoing service development function and matching program/activity needs to available spaces.

As discussed in the assessments below, existing facilities have unused capacity and, if appropriate uses cannot be located in spaces that are essentially empty, municipal divestment is a reasonable option. Although accommodating programs in existing facilities may require some adjustments to match use(s) to spaces that were not designed for current activity interests, unused or underused facilities are simply a drain on municipal resources. At the same time, any future facility developments, redevelopments or enhancements can and should anticipate the needs of all intended/potential users prior to issuing RFPs for design and construction estimates. In South Frontenac, there are numerous organizations that are now, or potentially could be, program providers using municipal facilities.

The types of access provided and the terms of use will depend on the user/use and the nature of use, which should be clarified and documented in agreements between the Township and the user (e.g., lease, per use-based rentals, tournament, ongoing introductory program, percentage of fees collected, no charge, etc.) that are in line with user fees and facility allocation policies.

F5. In conjunction with program development functions, the Township should make every reasonable effort to optimize the use of existing facilities and anticipate program/activity needs in any future facility developments, redevelopments, or enhancements

Implementing Additional Revenue Generating Practices

There is a variety of ways to generate revenues for parks and recreation services that supplement user fees, some of which are outlined below. The details of each approach depends on the objectives in using it, in conjunction with other methods, for funding these services. Formal policies and procedures for each strategy adopted should be developed for clear and consistent implementation.

Commemorative Tree and Bench Program

These types of policies are designed to encourage citizens to commemorate people or events through donations that 'purchase' parks-based amenities, some of which are eligible for charitable tax receipts. A sample of municipal programs reveals some that encompass a potentially broader scope for community support, while others are more specific.

The City of Greater Sudbury's Parks Services Donation and Memorial Program allows the public to "make donations to commemorate a special person, a momentous occasion or simply donate as a philanthropic gesture to beautify a community park. Donations towards the purchase of park enhancements or memorial gifts can include park benches, trees (hardwood and conifers), bike racks, picnic tables, sun shelters, sports equipment (basketball standards, tennis nets, soccer goals, etc.), playground structures, other options to be discussed with Parks Services."[3] The policy also notes that donations for parks amenities are guided by site-specific plans.

3 https://agendasonline.greatersudbury.ca/?pg=feed&action=file&attachment=5992.pdf

Strathcona County's (Alberta) Parkland Memorial Program notes:

"The Parkland Memorial Program provides individuals, groups and organizations with the opportunity to beautify Parkland in Strathcona County by planting trees or installing Parkland Amenities in remembrance, observance or acknowledgment of an appropriate event, occasion or individual. Approval of applications will be based on aesthetic considerations, improvements to the level of service to our Parkland users and with the intention of facilitating planned development in our Parkland. "Amenity" means any bench, table, park furnishing or other structure or development that increases the physical or material comfort of the park. It may include a memorial plaque."[4]

Donation Programs

A general donation program could be considered to support recreation services, although it would likely need to include other areas to which residents could donate. The City of Toronto includes an opportunity to donate to specific service areas in its tax mailouts.

This Voluntary Contribution program notes, "You can make a voluntary contribution (donation) to support a variety of City programs and services that matter to you. You can make a donation in any amount from $1 up to $50,000 [which include]: children; youth and parenting; history, art and culture; parks, gardens and beaches."[5]

These are only four of 12 categories listed on the insert, including general revenues. Potential categories for the Township of South Frontenac could include recreation services in general or be refined to allow contributions to be directed to specific facility improvement projects or program areas.

Naming Rights

Financial support can be recognized by naming a park or facility after the donor. In recent years, the practice of naming places after individuals has come under fire as public pressure emerges to rename institutions, streets, and other public spaces when the namesake's worthiness is called into question - whether this is an individual or a business/ commercial enterprise. A possible way to preclude this eventuality is to provide a highly visible plaque in the park or facility that acknowledges the individual or business that contributed to its development, while choosing a formal name that is relevant to/reflects the community as a whole.

Approaches in the same area as naming rights include sponsorships and selling advertising space at municipal facilities.

Last Minute Ice Program

Last Minute Ice rentals can help generate revenue to offset arena operating costs. These are parameters from the City of Owen Sound[6] regarding this practice for an arena:

- Last minute ice is considered within 24 hours of the time of booking
- Will not apply to statutory holidays unless the facility is scheduled to be open
- Is not and cannot be used to replace regular bookings
- Regular bookings cannot be cancelled to book Last Minute Ice. All requirements of the City's Ice Allocation Policy will apply (e.g., conditions of use, insurance)
- A rental contract provided by the City must be signed and proof of insurance must be provided prior to use
- Bookings are final and are non-refundable
- Bookings are for minimum of one hour
- One hour rental is equivalent to 50 minutes of ice time and 10 minutes for ice resurfacing
- City reserves the right to limit last minute ice bookings where it is considered to be used for profit or gain or is being abused to replace or in the place of a regular ice booking
- Is booked on a first come, first serve basis
- City reserves the right to cancel or amend the implementation of last-minute ice at any time at its discretion

As joint owners/operators of the arena with Central Frontenac, this type of policy would need to be developed by the Board of Directors for the Frontenac Community Arena.

F6. Develop policies/procedures for generating additional sources of revenue that fit within the overall policy framework for parks and recreation services

4 https://www.strathcona.ca/community-families/community-programs/parkland-memorial-program/

5 https://www.toronto.ca/services-payments/property-taxes-utilities/property-tax/voluntary-contribution-option/

6 Source (at time of writing): https://www.owensound.ca/en/exploring/ice-rental.aspx

5.2 Outdoor Scheduled Facilities

Collective Requirements

This section addresses topics and issues related to outdoor scheduled facilities in South Frontenac and makes recommendations that are tied to the comprehensive planning activities discussed elsewhere in this section. Needs assessments for individual facilities, including ball diamonds, rectangular playing fields, tennis courts, pickleball courts, stocksport lanes and horseshoe pits follows.

Pilot Reallocating Field and Court Use According to Hub Designations

Upon formalizing and adopting outdoor activity hubs by type of sport/activity, the use of ball diamonds, rectangular playing fields, tennis courts and pickleball courts can be reallocated in a pilot project to test the efficacy of the designations. Recommended reallocations are discussed elsewhere.

The primary purpose of reallocating field and court activity is to improve overall use by better aligning facility types with appropriate age groups of users or types of use (e.g., league, drop-in, etc.). A pilot project of two years should allow enough time for reallocated use to adapt to new arrangements, and to identify needed adjustments to scheduling, etc. Township staff should consult with diamond, playing field and court users in rescheduling use in sufficient time to implement the first year of the pilot.

As noted in the following sections, actual use levels need to be confirmed through expanded tracking and monitoring. Formally documenting facility scheduling by type and hours of use is one of the functions of the recreation management software system to be implemented in conjunction with the reallocations.

F7. Consult with ball diamond, rectangular playing field, tennis and pickleball court users to initiate a two-year pilot facility reallocation program, to be supported by documenting scheduling details with recreation management software

Confirming Use of Outdoor Scheduled Facilities

Use of scheduled facilities includes both allocated (booked) and casual, drop-in use.

In addition to allocating and formally documenting scheduling details, confirming actual use of facilities is required. To this end, the Township should conduct random, rotating visits to Township fields, diamonds, courts and stocksport lanes scheduled for regular, exclusive use by groups to a) check on and record actual use/non-use of facilities during scheduled times, and b) verify that times are being used as intended.

Upon verification of actual use in relation to facility capacities by type of use/user, it will be possible for the Township to:

- identify potential to decommission/ repurpose facilities that are unused and so represent an oversupply.
- identify possibilities to access non-municipal facilities and preclude unnecessary investment in Township facilities.
- identify opportunities for increased evenue generation (e.g., hosting tournaments) on appropriate diamonds or fields.

Since peak season for outdoor facility use is summer, a student hire could be assigned this task.

F8. Conduct ongoing random, rotating visits to outdoor scheduled facilities to document actual use in relation to allocations by type of use and user

Instituting a Comprehensive Facility Allocation Policy

After the reallocation pilot and adoption of a formal user fees policy, the Township will be able to develop a comprehensive facility allocation policy for outdoor scheduled facilities, including ball diamonds, rectangular playing fields, tennis courts, pickleball courts and stocksport lanes. The policy should also incorporate the following needs:

- ensuring that new organized community-based use/users of playing fields are provided with facility time to support emerging programs/activities.
- allocating time for tournament activity to contribute to optimal revenue generation.

F9. Upon completion of the reallocation pilot and user fees policy adoption, develop and adopt a comprehensive facility allocation policy

Planning Facility Provision and Operations

Data collected through the management software, upon completion and operation of reallocations, can be used to verify the number and types of diamonds/fields/courts needed to meet actual demand at a) current population, which can be projected for b) future population for planning purposes. An oversupply of diamonds fields/courts at current population means future needs (partially or fully) can possibly be met with existing facilities through more intensive scheduling, repurposing municipal facilities or access to those of other providers. When these options are not available, need for new municipal facilities may be the necessary response.

With more detailed data on scheduling in relation to actual use of, for example, playing fields, the management software system will verify this finding and allow the Township to confirm a field supply level that meets current demand, use it to project future requirements and establish if demand can be met with available facilities or if new ones will be needed.

Ongoing facility use monitoring will also identify local trends in participation by activity, which can be used to adjust future facility requirements accordingly. For example, a sport or activity that shows high growth in participation today may level off or decline in future years and initially projected facility needs might require reduction.

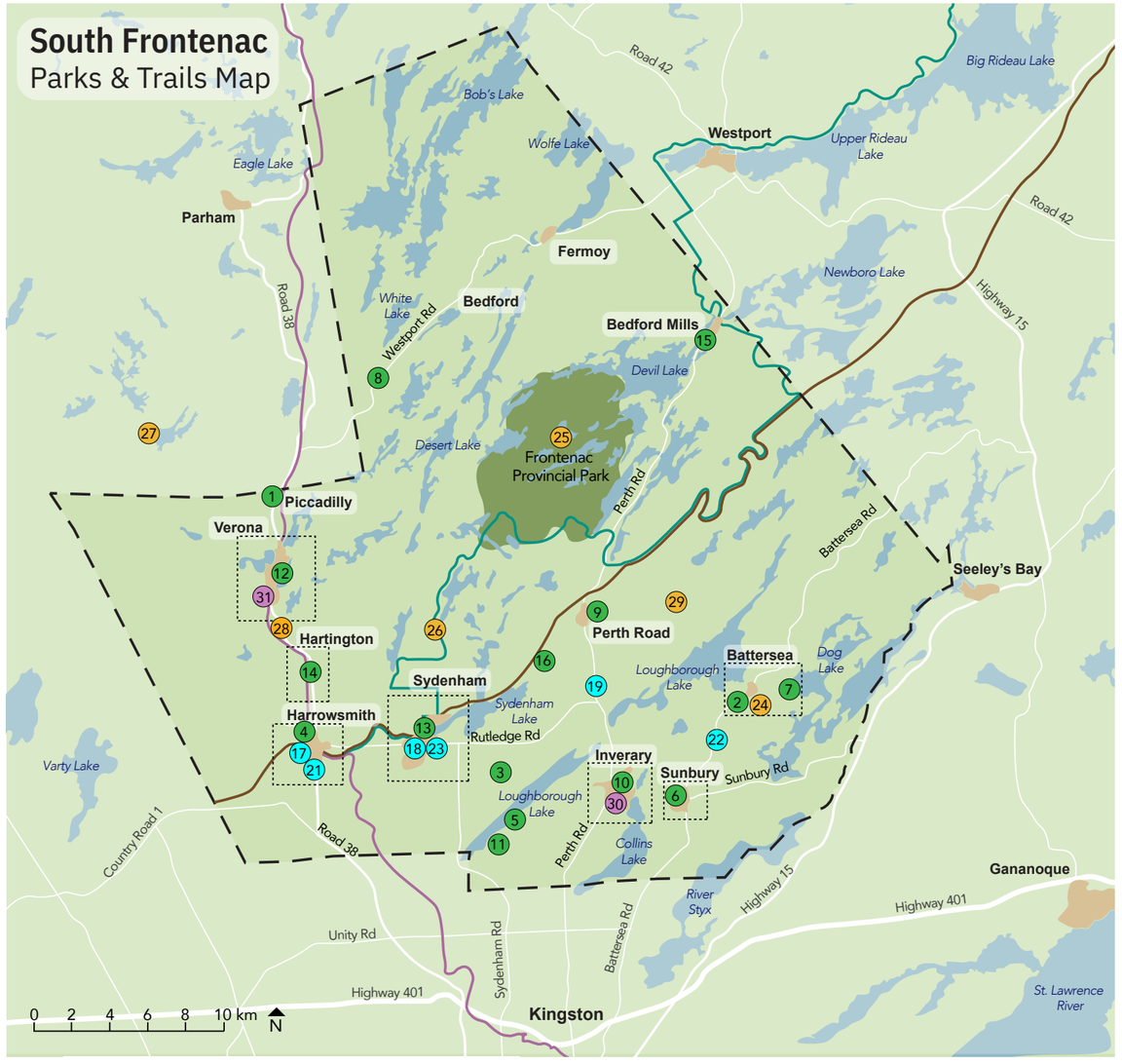
Diamonds/fields/courts that are not needed now or in the future could be considered for repurposing for other types of community spaces that are needed or, if not, for decommissioning to reduce the costs of ongoing maintenance, etc. for unused infrastructure.

Having the necessary data to relate facility needs to actual use is essential to optimizing spending on asset management, new facility development and for projecting operating costs and revenues.

F10. Use management software to collect and tabulate data in a manner that contributes to facility planning and operations that is in line with identifying evidence-based demand

Figure 5-4 provides a map of the outdoor facilities in South Frontenac. The assessment follows and is organized by facility type:

- Ball diamonds
- Rectangular playing fields
- Net sport courts (tennis, pickleball)
- Stocksport
- Horseshoe pits



Municipal Parks

1 Frontenac Community Arena
2 Battersea Baseball Diamond
3 Dave Bowes Memorial Ball Park
4 Centennial Park
5 Davidson Beach
6 Gerald Ball Memorial Park
7 Gilmour Point Beach
8 Glendower Park
9 Harris Park/Hall
10 Inverary Ball Park
11 Latimer Community Park
12 McMullen Park Beach
13 Point Municipal Park
14 Princess Anne Community Center
15 Tett Park
16 Wilmer Ball Park

Schools Board Parks

17 Harrowsmith P.S.
18 Loughorough P.S.
19 Perth Road P.S.
20 Prince Charles P.S.
21 St. Patrick's C.S.
22 Storrington P.S.
23 Sydenham H.S.

Trails

K&P Trail
Cataraqui Trail
Rideau Trail

Conservation Areas

24 Milburn Creek Property
25 Frontenac Provincial Park
26 Gould Lake
27 Depot Lakes Conservation Area
28 Portland Conservation Area
29 Elbow Lake Environmental Education Centre

Privately Owned

30 Ken Garrett Memorial Park
31 Lions Club Mini Park

Washroom
Playground
Ice Rink/Arena
Beach
Multi-Sports Court
Basketball
Canteen/Kitchen
Tennis/Pickleball
Dog Park
Horseshoes
Pavillion
Volleyball
Running Track
Baseball
Soccer

Settlement Area
Settlement Map
Provincial Park
Lakes/Rivers
Roads
Municipal Boundaries

Figure 5-4: Outdoor Facilities in South Frontenac

Ball Diamonds

Supply and Reported Demand

Supply

• Township has ten ball diamonds, eight of which are lit
• There are five non-municipal parks with diamonds:
  • Ken Garrett Memorial Park, Inverary, has 2 large lit diamonds and one small unlit diamond, which are owned by the Inverary Youth Activities
  • Lions Club Mini-park, Verona, has 1 medium lit diamond
  • Storrington Public School, Battersea, has 1 small unlit diamond
• South Frontenac is noticeably better supplied with ball diamonds, and particularly lit fields, than is typically the case for similar-sized rural municipalities. Generally speaking, most fields are unlit, with lit fields comprising a small proportion of total supply

Reported Demand
Resident telephone survey: • Among the 20% of respondents (79) reporting need for additional recreation programs/activities in South Frontenac, field sports ranked 6th Resident online survey: • Softball and baseball were the second and fifth most frequently organized programs in which respondents participated, reported by 24% (76) and 19% (59) households, respectively • Field sports (e.g., soccer, lacrosse, ball) ranked 13th among reported new/expanded activities of interest User group survey and focus group: • One ball organization, Frontenac Minor Ball Association, responded to the user group survey and uses diamonds in Sydenham, Perth Road, Harrowsmith, Bellrock, Inverary, Battersea, and Verona • Other groups, including the Harrowsmith Social and Athletic Club use municipal diamonds in Sydenham, Verona, and Battersea • There was no reported need for more diamonds • Pre-COVID, there were about 1,200 young players participating in South Frontenac Minor Softball Association; 350 were reported for 2019, with 270 in Sydenham alone • The association serves age groups up to 19 years old and is struggling to accommodate all the young players who want to participate; anticipates between 10% and 15% increase in future participation • The association is interested in improvements/updates to smaller fields (especially in Battersea and Harrowsmith) to accommodate younger players, which make up much of their membership

Table 5-1: Ball Diamonds- Supply and Reported Demand

Needs Assessment

Appendix B contains details on the use levels and conditions of municipal diamonds, and the method used to calculate prime time on municipal diamonds based on information provided by the Township.

This information shows that eight diamonds are used considerably below 50% capacity during prime time, and two are not used for organized play. Underutilization suggests that, considering the number of fields alone, supply could be reduced by half, and that current levels of participation in organized ball in the Township would be well served by five municipal diamonds. At the same time, there is a need to rationalize and verify use of diamonds across the Township before considering reductions in supply.

The reported inability to accommodate children and youth wanting to participate is not related to overall capacity. Field use by 19 child/youth teams and 11 adult teams is captured in the tabled calculations in the Appendix and, as noted above, is well below capacity on all fields. While play at the two smaller unlit diamonds at Sydenham Point and Centennial Park is limited to daylight hours, the eight lit fields provide time for early evening use by younger players and later use by older youth and adults.

The combination of underutilized diamonds and reported inability to accommodate younger players with available facilities indicates a desire on behalf of the Minor Softball Association for facilities to accommodate each local team or teams within their own settlement area. This is supported by the Association's reported home base as Battersea, Inverary, Sydenham, Harrowsmith, Perth Road and Verona. While a comparable level of service in each settlement area would be the ideal, it is not reasonably sustainable. As discussed previously, the municipality's mandate in recreation is now, and will continue to be, more diverse than historically within tighter budgets along with expectations for efficiently delivered high quality services. This translates into requirements to align facility supply with verified demand, especially when it is not feasible to meet all expectations across all interests in the community, and greater balance in service provision is required.

Based on these findings, Table 5-2 outlines recommendations for ball diamond use reallocation to be tested in the pilot discussed elsewhere in this section, while 1) optimizing use of existing park amenities to support league activities, and 2) maintaining geographic distribution of facilities, to the extent possible, to serve individual settlement areas. Reallocation recommendations are limited to Township facilities. Minor Ball currently uses the diamond in the Lion's Club Park, and it is assumed this use will continue. Use of the diamonds at Ken Garrett Memorial Park is managed by Inverary Youth Activities. Non-municipal fields are considered, however, in their contributions to overall supply.

Table 5-2: Recommended Ball Diamond Designations

Park/diamond Name & Location	Supply	Recommended Designations	Pilot Use Allocation by Park	
			Adults	Child/Youth
Battersea Baseball Diamond	1 lit	• designate for child/youth play • consult with Minor Ball to identify required improvements • move adult play to designated fields	0	1 lit
Dave Bowes Memorial Ball Park, Sydenham[7]	2 lit	• designate both diamonds for adult play • move child/youth play to designated fields	2 (lit)	
Sydenham Point Memorial Park, Sydenham	2 (1 lit)	• designate lit diamond for adult play • designate unlit diamond for child/youth play • if needed to accommodate use: replace grass infield with playable surface, consult with Minor Ball to identify other required improvements to unlit field	1 lit	1
Centennial Park, Harrowsmith	2 (1 lit)	• designate both diamonds for child/youth play • if needed to accommodate use, consult with Minor Ball to identify required improvements to back, unlit diamond	0	2 (1 lit)
Inverary Ball Park	1 lit	• designate for adult play	1 lit	0
Wilmer Ball Park, Wilmer	1 lit	• designate for child/youth play	0	1 lit
Glendower Park, Godfrey	1 lit	• designate for child/youth play and, if needed to accommodate use, prior to undertaking required improvements consider potential to access Lion's Club Mini Park	0	1 lit
Sub-total	**10 (8 lit)**		**4 lit**	**6 (4 lit)**
Lion's Club Mini Park, Verona	1 lit	• used for child/youth play • possible need to access for child/youth play		
Ken Garrett Memorial Park, Inverary	2 lit 1 unlit	• possible need to access lit diamonds for older youth and adult play • possible need to access unlit diamond for child/youth play		
Sub-total	**4 (3 lit)**			

7 2021 budget included $75,000 to create accessible washrooms using existing structure envelope; entrances, configuration changes; the design for which was completed in 2020

Collectively, the recommended designations provide 4 lit fields for adult use and 6 (4 lit) fields for child/youth activities. Reallocations of use by age group will require some travel by both adult and child/youth teams to diamonds outside their settlement areas. The pilot for reallocation (see F7) should be used to:

- Confirm the extent of use-based demand of the diamonds by age group
- Make any required adjustments to the recommended reallocations to align use/users with appropriate facilities.
- Consult with Minor Ball Association to identify required improvements to those diamonds ultimately designated for younger age group
- Consider options to meeting use-related demand through access to facilities belonging to other providers

The points above regarding improvements to Township diamonds and access to other providers' facilities are linked. Several child/youth fields are not in optimal condition for league play (Wilmer, Centennial unlit, Sydenham unlit) and Glendower Park diamond is not used. If needed to accommodate use after allocations to 'good' diamonds, consult with minor ball groups to identify required improvements by location priority (i.e., one diamond at a time) to enhance hub designations.

Depending on estimated costs to improve Township diamonds that require upgrades, there may be merit in looking to fields owned by the Lion's Club and Inverary Youth Activities as a more cost-effective way to provide needed facilities. Whether this involves agreements with these groups for guaranteed community access in exchange for Township support or a transfer of ownership to the municipality, it may be more beneficial to 'replace' municipal diamonds with non-municipal facilities if they are relatively more suitable, serve age-related needs and/or are better quality.

Regardless of the shifts in use across facilities, current overall levels of use based on available information indicate there is an oversupply of diamonds. As discussed above (F10), evidence-based demand for ball diamonds will become apparent once reallocations are settled and actual use is monitored/documented over several seasons. Once use is verified, therefore, the Township can determine a population-based ratio for provision that equates actual use to number of fields, with the objective of achieving capacity use on each diamond. By allocating age-related use to appropriately designed fields, it will be possible to determine a provision ratio for each of the two age groups.

These population-based ratios of supply can be used to estimate future diamond requirements to accommodate population growth and age structure for planning purposes. How this future demand is met in implementation could involve a combination of intensifying use of designated facilities, improvements to existing fields (some of which may not be needed in the short-term), and access to those of other providers. Given the apparent oversupply of diamonds now, it is not anticipated that new ball diamonds will be required during the term of the Plan. Moreover, the Township should consider decommissioning or repurposing fields that are not required beyond the Master Plan's timeframe to serve its build-out population.

F11. Designate appropriately designed diamonds for either adult or child/youth league activity:

- Adult: Dave Bowes Memorial Ball Park; Inverary Ball Park; Sydenham Point Memorial Park (lit diamond) = total 4 lit diamonds
- Child/youth: Wilmer Ball Park; Centennial Park; Battersea Ball Diamond; Sydenham Point Memorial Park (unlit diamond), Glendower Park = total 6 diamonds, 4 of which are lit

F12. Consult with Minor Ball Association to identify and prioritize required ball diamond improvements

F13. Depending on the number of additional fields required for child/youth league activity and costs associated with needed improvements to municipal fields, consider 1) assuming ownership of or 2) entering agreements with Lion's Club for access to Mini Park and/or Inverary Youth Activities to access diamonds at Ken Garrett Memorial Park, in view of improvements required at these locations and cost differences between the alternatives

F14. The need for new diamonds during the term of the Plan is not anticipated, pending confirmation of evidence-based demand, and potential access to non-municipal fields. The possibility of decommissioning or repurposing surplus fields should be considered over the long-term

Rectangular Playing Fields

Supply and Reported Demand

Table 5-3: Rectangular Playing Fields- Supply and Reported Demand

Supply

- Township has ten soccer fields, one of which is lit
- There are six fields at elementary schools throughout the Township

Reported Demand

Resident telephone survey:

- Among the 20% of respondents (79) reporting need for additional recreation programs/activities in South Frontenac, field sports ranked 6th

Resident online survey:

- Soccer was the most frequently organized program in which respondents' households participated, reported by 41% or 130 respondents.
- Football was the 9th most frequently reported organized program in which respondents participated, by 6% or 18 respondents.
- Field sports ranked 13th among reported new/expanded activities of interest.

User group survey and focus group:

- Two soccer associations and one football league responded to the user group survey: Storrington Minor Soccer; Frontenac Soccer Association; Thousand Islands Minor Football League (TIMFL)
- There was no reported need for more rectangular playing fields and fields appear to be well suited to users' needs
- Home base for each is: Sunbury for Storrington Minor Soccer; Harrowsmith for Frontenac Soccer Association; Kingston for TIMFL

Storrington Minor Soccer:

- Participation is 600 to 650 children/youth annually; membership in 2019 was 625; has increased by about 100 in the past five years
- 95% of participants live in rural South Frontenac
- Only group using the field in Gerald Ball Memorial Park, concurrently accommodating 8 games for U8, 4 games for U10, respectively; for those in older age groups, two games can be played simultaneously; also uses fields at Centennial Park; uses meeting room in Sunbury
- Wear on Gerald Ball fields is mitigated to some extent by irrigation and fertilization; association maintains and Township cuts the grass
- Anticipate a 15% to 20% increase in participation; will outgrow field supply in about 5 years; fundraised for a second field at Gerald Ball and to update the fieldhouse for a canteen
- Provides all equipment, nets and webbing; lines fields; sets up nets; performs field maintenance

Table 5-3: Rectangular Playing Fields- Supply and Reported Demand (continued)

Frontenac Soccer Association:

- Participation 400 in 2019; serves age of 5 to 19 years; relatively steady growth
- Over 50% of participants live in Harrowsmith and Verona
- Uses municipal fields in Harrowsmith and at Harrowsmith Public School
- Association lines field and sets nets
- Needed/potential improvements: storage (requested for Centennial Park; Keeley Road); centralizing fields; lit fields for night play
- Anticipate a 5% to 10% increase in participation
- Future potential growth in men's adult soccer league, which was initiated recently

Thousand Islands Minor Football League:

- Participation 500 in 2019, of which 80% live outside South Frontenac
- Use football field at Sydenham Point Memorial Park; use gym at Sydenham High School
- Have agreement for use of Township's football field
- High demand for access to football field by multiple users (TIMFL, high school seniors, and community soccer)
- Anticipate up to 5% increase in participation

Assessment

Appendix C contains details on the use levels and conditions of municipal playing fields, and the method used to calculate prime time on municipal diamonds based on information provided by the Township.

Soccer fields at Frontenac Community Arena and Princess Anne Community Centre are no longer used/scheduled for soccer. Township field supply totals seven, of which all are in good condition and one is lit. There is a formal football field at Point Memorial Park that is very well used for this sport. The Thousand Islands Minor Football League is the primary user of this field, which is also in high demand for use by high school football and soccer. Available use information shows that, except for fields at McMullen Soccer Park, all are well used. The key reason for lack of use of the McMullen fields is no on-site parking. One school field is also used for minor soccer.

These findings suggest that the number of fields needed to meet current demand for community-based activity in South Frontenac is six (four at Gerald Ball and Centennial Park, one school field and one at Sydenham Memorial Park). Of these, four are appropriate for child/youth play and two are adult fields.

This produces two population-based ratios: one field per 4,975 for child/youth play and one field for 9,950 adults. Using these figures, population growth to the end of the planning term would generate need for a total of 4.4 soccer fields for youth and 2.2 for adults. The two existing fields at McMullen Park are more than sufficient to accommodate this level of growth, assuming the parking issue can be resolved. It would open up access to fields for both adult and youth activity, as well as providing parking for other park uses. The potential to provide parking at this location is discussed in Section 6.0 of the Plan on parks.

Failing the option of bringing the McMullen fields into regular use, lighting another existing field to extend its use should be considered if scheduling can be sufficiently limited to ensure the turf is not degraded. A lit field would provide later field hours, which would respond to what appears to be growth in adult play. There are also six school fields that could be considered for a joint agreement with the School Board, assuming an acceptable arrangement covering costs in relation to guaranteed community access can be negotiated. The adult field at Storrington Public School, in particular, looks like one to consider for community use agreement. It comprises a full-size field surrounded by a track and appears to be in good condition.

Consultation for the Master Plan did not reveal interest in access to rectangular playing fields for sports/activities other than soccer and football. As with all outdoor scheduled facilities, evidence-based demand for rectangular playing fields will become apparent once actual use, and requests for new use, are monitored/documented over several seasons. This will first establish the need for more fields to accommodate current demand, the resulting field supply for which can be applied to adjusting population-based provision ratios for long-term planning.

No additional fields should be provided until capacity use at existing facilities is confirmed and no additional use can be accommodated with additional facilities. As noted above, 'additional' projected needs are marginally more than the available number of facilities. Any new municipal facilities should be designed to also accommodate other compatible fields sports such as lacrosse, rugby, etc. This will allow potential new uses that emerge to be accommodated and support capital investment in return for additional sources of revenue - possibly from groups outside the Township.

The potential to develop an indoor turf field as an option to correcting a deficiency in facilities for active sport and recreation programming is discussed elsewhere in the report. The long-term need for playing fields, therefore, will need to account for the approach taken to providing this space in relation to the number of outdoor natural turf fields ultimately provided.

The recommended playing field designations in Table 5-4 essentially align with the design and current use of soccer fields and are proposed as part of the overall direction to promote activity hubs. These designations can also help focus capital improvements needed to serve the appropriate age groups. The soccer organizations noted interest in a number of improvements at Centennial and Gerald Ball Memorial Parks.

Table 5-4: Recommended Rectangular Playing Field Designations

Park/field Name & Location	Supply	Recommended Designations	Pilot Use Allocation by Park	
			Adults	Child/Youth
Centennial Park, Harrowsmith	2 unlit	• designate by field for both child/youth and adult play	1	1
Sydenham Point Memorial Park, Sydenham	1 lit	• designate for adult play	1	
Gerald Ball Memorial Park, Sunbury	2 unlit	• designate for child/youth play		2
McMullen Soccer Park, Verona	2 unlit	• designate by field for child/youth and adult play, with the provision of parking	1	1
Sub-total	**7 (1 lit)**		**3 (1 lit)**	**4**
St. Patrick's C.S., Harrowsmith	1	• junior, unlit • no use reported		
Harrowsmith P.S.	1	• junior, unlit • Frontenac Soccer Association		
Loughborough P.S., Sydenham	1	• adult, unlit • no reported use		
Perth Road P.S.	1	• junior, unlit • no reported use		
Storrington P.S., Battersea	1	• adult, unlit • track & field combination • good condition • no reported use		
Prince Charles P.S., Verona	1	• junior, unlit • no reported use		
Sub-total	**6**			

F15. Designate appropriately designed fields for either adult or child/youth soccer, football, lacrosse, etc.:

- Both age groups: Sydenham Point Memorial Park, McMullen Park = total 3 fields, of which 1 is lit
- Child/youth: Gerald Ball Park = total 2 unlit fields
- Both age groups: Centennial Park = total 2 unlit fields

F16. Consult with soccer groups to identify required improvements field/site improvements to existing (e.g., storage at Centennial, updating field house at Gerald Ball)

F17. The need for new rectangular playing fields during the term of the Plan is anticipated to be limited, pending confirmation of evidence-based demand. The two existing fields at McMullen Park are more than sufficient to accommodate potential growth-related demand, as well as accommodate new, emerging uses. The potential to provide parking at McMullen Park should be considered to facilitate access to these fields. Alternatively, lighting an existing municipal field or accessing School Board fields through formal agreements should be considered

Net Sport Courts (Tennis, Pickleball)

Appendix D provides detailed information on the supply and use of pickleball and tennis courts in South Frontenac, and Appendix E provides a summary of information provided by pickleball leagues.

Key points from the Township's Net Court Allocation Policy:

- The following hours are designated for drop-in/casual play at both Centennial and Gerald Ball Parks: Monday to Friday 3 - 9pm, and Saturday and Sunday 8am - 9pm. During these hours, combination pickleball/tennis courts (5 and 6) are unavailable to book and are for drop-in use/casual play only
- Any time outside the above specified hours, all six pickleball courts and the tennis court may be booked for exclusive use by user groups or used for drop-in play if not already booked
- Anytime pickleball only courts (1 through 4) are not booked for exclusive use by user groups, they are available for free drop-in/casual play
- If courts 5 and 6 are not being used, organized groups can use them but must vacate them immediately if they are needed by drop-in/casual users

Pickleball Courts

Supply and Reported Demand

Table 5-5: Pickleball Courts- Supply and Reported Demand

Supply

- Township has ten dedicated pickleball courts, and four that are combined pickleball/tennis courts
- courts in Centennial, Gerald Ball and Sydenham Point Parks were resurfaced in 2020
- all the resurfaced courts are in excellent condition

Reported Demand

Resident telephone survey:

- Among the 20% of respondents (79) reported a need for additional recreation programs/activities in South Frontenac, court sports ranked 2nd

Resident online survey:

- Pickleball was the third most frequently organized program in which respondents' households participated, reported by 23% or 73 respondents
- Court sports (tennis/pickleball) ranked fourth among reported new/expanded activities of interest, by 42% or 110 respondents
- Interest in lighting the courts at Centennial Park was noted by a number of respondents

User group survey and focus group:

- there are three organized pickleball groups in the Township, with a total membership of 150 (pre-COVID)
- groups find outdoor courts suitable to their needs
- groups use a number of school gyms in South Frontenac for indoor play
- there is interest in covering the courts at Centennial Park and in access to indoor space (e.g., multi-purpose, gym, etc.); permanent washrooms at Gerald Ball Park; storage for nets and paddles; possibly a canteen
- each of the three groups anticipates growth exceeding 25% in upcoming years, and reported needing additional facilities to accommodate increases
- the most frequently requested facility among user groups was outdoor courts, indicated by 44% or four organizations

Assessment

Pickleball is still experiencing growth in participation. "A recent Ipsos survey indicates there are around 900,000 households in Canada playing the sport, up from an estimated 350,000 two years ago."[8]

The Township of South Frontenac has been working to accommodate this growth locally. The Township reported that, since an $80,000 investment to upgrade/repurpose the existing courts, there has been a significant increase in use by both residents and non-residents (largely from Kingston), which has led to some residents being unable to access the courts for casual/drop-in use.

User group bookings for 2021 were documented for the assessment, as shown in Appendix D. Based on this schedule:

- Prime season for pickleball is May through September although play before and after these dates is not uncommon
- Typical session lengths are two hours
- Prime time is 9-11 am weekday mornings
- Only Gerald Ball and Centennial Parks courts are used for organized play; courts at the Point Memorial Park are available exclusively for drop-in/casual play

At Centennial and Gerald Ball Parks between 9 am and 9 pm, there are six two-hour blocks per day per court = 6 x 10 = 60/court x 5 days = 300 blocks per week (Monday to Friday). Of this total, the allocation policy provides 150 blocks of time to organized users and 150 hours for casual, drop-in play. [9]

The number of courts booked by organized groups each week Monday to Friday for 2021 in relation to available blocks indicates that courts at the two parks are being used to 27% capacity (41/150) or well below the level of use that could be accommodated.

While not currently scheduled, if the two dedicated courts at the Point Memorial Park are considered, there are another 60, 2-hour blocks of time available Monday to Friday (6 x 2 = 12/court x 5 days), of which half is for organized users as per the allocation policy. If these 30 time blocks are added to the above total of 150, pickleball court use is reduced further to 23% capacity (41/180).

Existing courts, therefore, could accommodate a 77% increase in organized use to achieve 100% capacity. This suggests that an additional 116 players or a total of 266 players could be accommodated with existing facilities. The groups' reported need for more courts to serve growth, therefore, is not imminent.

The Township's current plans for court provision include four new pickleball courts at Glendower Park in Godfrey, to improve the distribution of supply throughout the Township.

8 https://www.msn.com/en-ca/news/canada/pickleball-is-one-of-canadas-fastest-growing-sports-but-the-paddle-and-ball-can-make-a-racket/ar-AAU7GoR

9 The Allocation Policy specifies from 3pm to 9pm on weekdays is dedicated to drop-in/casual play. It is assumed that 9am to 3pm is available for organized users.

Providing the four new courts at Glendower Park should go hand in hand with the following to optimize use of all available facilities:

1. Ensure available times at Gerald Ball and Centennial Parks are regularly used by clubs: The 2021 schedule shows there are only two regular bookings between 11 am and 3 pm and 14 of the 41 used time blocks are during the later afternoon hours that are designated for drop-in/ casual play. User groups, therefore, are avoiding the hottest times of the day. While this is understandable, it represents a considerable amount of the unused time discussed above. If the heat is too oppressive for older players, and there are younger players (as the groups indicated), age might be used as a factor in distributing scheduling throughout the day or play could start earlier in the morning. Historically, however, outdoor uncovered tennis courts have been booked all day every day in the summer months, if needed, and there is no reason to treat pickleball courts differently.
2. begin scheduling pickleball courts at Sydenham Point Park for club use
3. ensure club use does not encroach on drop-in/casual hours, to help alleviate competition for this time
4. monitor and confirm use in relation to scheduled time
5. consider lighting courts at Centennial Park to extend playing time

The user groups indicated interest in having municipal indoor courts provided. They currently use gyms throughout the Township for indoor play, and this approach is appropriate - particularly as there are many schools in South Frontenac. Should the groups require assistance accessing school facilities, the municipality could facilitate this process on their behalf. In an interview with a local player/trainer who has helped develop pickleball in South Frontenac, the Frontenac News (August 11, 2021) noted the arena floor and the Harrowsmith Free Methodist Church have both accommodated indoor play in the past, and that there may be an opportunity to use Glendower Hall in the future. The need for new indoor municipal facilities in the Township, including net sport courts, is addressed below.

Tennis Courts

Supply and Reported Demand

Table 5-6: Tennis Courts- Supply and Reported Demand

Supply

- Township has five dedicated tennis courts, two of which are lit, and two courts that are part of combined tennis/pickleball courts
- McMullen Park, Verona has two tennis-only courts, and Glendower Park in Godfrey has two lit, tennis only courts.
- Courts can be booked for use by residents, and this use takes priority on combination tennis/pickleball courts

Reported Demand

Resident telephone survey:

- Among the 20% of respondents (79) reporting need for additional recreation programs/activities in South Frontenac, court sports ranked second

Resident online survey:

- Tennis was the fourth most frequently organized program in which respondents' households participated, reported by 22% or 69 respondents.
- Among 46 respondents indicating they participate in tennis outside South Frontenac, 67% (31) do so in Kingston and 28% (22) go to Westport.
- Court sports (tennis/pickleball) ranked fourth among reported new/expanded activities of interest, by 42% or 110 respondents.
- Over 25 respondents indicated belonging to tennis clubs and interest in both upgrades to outdoor courts, and indoor facilities, was noted a number of times in the additional comments

User group survey and focus group:

- Although there are currently no organized tennis clubs in the Township, there is confirmed community-based interest in, and capacity for, club development and donations for capital improvements to courts have been made to this end
- Interest expressed in having two courts available to program for junior camps, clinics, round robins, etc.

Assessment

Data from a 2018 study on frequent players[10] show the appeal of tennis to youth and young adults, as well as its potential to engage newcomers to Canada in community sport (Table 5-7).

Table 5-7: Canadians that played tennis at least once a week during tennis season

Canadians that played tennis at least once a week during the tennis season (i.e. frequent players)					
2,936,000 Canadians			8% of Canadians		
Breakdown by Gender					
Male:	58%		Female:	42%	
Breakdown by Age Group					
6 to 8	9 to 11	12 to 17	18 to 34	35 to 49	50+
2%	5%	25%	38%	22%	7%
Additional Facts					
67% of participants over 18, have children under 18 at home					
18% were born outside of Canada					

Tennis Canada's Strategic Plan 2018-2022[11] includes a focus on 'community facility development - capacity building.' Although it is directed to providing affordable public covered courts, municipal partnerships are noted as the framework for generating growth in interest and participation in the sport. Tennis Canada or Tennis Ontario may be able to provide advice on promising practices for initiating programming.

The rapid growth in pickleball has initiated a prompt response from the Township in meeting demand for appropriate facilities. As a result of this work, the foregoing assessment of need for more pickleball courts indicates additional facilities will accommodate activity for some time to come. The Township, therefore, can turn its attention to bringing the quality of tennis courts up to a comparable level. Developing a community-based club will help establish a local tennis presence, build a base of children and youth players to carry the club into the future and preclude the need for young people to have to travel to Kingston to participate with peers.

Locating them at McMullen Park would be a minimum of two dedicated courts in a single location offers greater opportunities for programming (e.g., tennis camps, clinics, etc.). McMullen Park provides an existing site for renewed facilities for tennis. This location would be particularly advantageous for summer tennis camps since it offers other amenities (e.g., beach, swimming, playing fields, etc.) to complement the core program. These courts are slated for redevelopment in the short-term. The two new courts will be full size that meet tournament standards. As part of the redevelopment, the shuffleboard and basketball court at either end of the tennis courts should be relocated elsewhere on the site. Adding a practice area for warm-up/stroke development and eventually lighting the courts also be considered in the plans for the site.

As a result of the renewal of courts at Glendower Park, a new lit tennis court will be provided.

Both Centennial Park and Gerald Ball Memorial Park have four dedicated pickleball and one combined tennis/pickleball court each. This will provide six pickleball courts to host tournament at these locations.

Table 5-8 shows number of pickleball and tennis courts by location in the Township, once current plans for renewal/upgrades are complete. Two pickleball locations - Centennial and Gerald Ball Parks - will have the requisite six courts to host tournaments with the inclusion of the dual courts.

Table 5-8: Pickleball and Tennis Courts

Park/Name & Location	Number & Type		
	Dedicated Pickleball	Dedicated Tennis	Combined*
Centennial Park, Harrowsmith	4		1
Gerald Ball Memorial Park, Sunbury	4 lit		1
McMullen Park, Verona		2	
Point Memorial Park, Sydenham	2	1	
Glendower Park, Godfrey	4 lit	1 lit	
Total	**14 (8 lit)**	**4 (2 lit)**	**2**

* combined comprises 2 pickleball courts and 1 tennis court

The addition of four pickleball courts at Glendower Park suggests that the resulting supply if allocated as the policy now directs and scheduled to capacity during user group times, will be more than sufficient to serve an anticipated population of 21,800 in 2031. This generous supply is very likely the result of the Township being proactive in accommodating community interest through prompt facility provision.

As with all facilities, pickleball and tennis court use should be monitored and tracked to establish actual use, and growth in participation.

10 https://www.tenniscanada.com/wp-content/uploads/2019/07/04.-Tennis-Participation-Data-and-Statistics-to-Assist-in-Facility-Planning.pdf

11 http://www.tenniscanada.com/wp-content/uploads/2018/05/2018-2022-TC-Strategic-Plan-REV-April-2018-ENG-FINAL-4-page.pdf

F18. Designate courts at Centennial Park at Gerald Ball as hubs for pickleball and McMullen Park as a tennis hub

F19. Provision of new pickleball courts at Glendower Park will improve distribution of supply throughout the Township and, in conjunction with optimal use of existing facilities, will meet needs during the term of the Master Plan

F20. Designate courts at McMullen Park exclusively for tennis with the intent of developing a community tennis club at this location

F21. Redeveloping the tennis courts at McMullen Park should include relocating the basketball and shuffleboard courts elsewhere on the site. Light courts if level of use verifies demand

F22. With the redevelopment of tennis courts at McMullen Park, additional facilities are needed in the short-term and longer-term requirements will depend on trends in local club development/participation, which will be monitored and tracked as part of ongoing planning activities

Stocksport

Supply and Reported Demand

Table 5-9: Stocksport - Supply and Reported Demand

Supply
• August 21, 2021 was the official opening of the four new stocksport lanes in Centennial Park • Stocksport was sharing the Centennial court with pickleball prior to the resurfacing project. Afterwards, stocksport relocated to McMullen courts, and occasionally uses the Frontenac Community Arena floor
Reported Demand
Resident telephone survey: • Among the 20% of respondents (79) reporting need for additional recreation programs/activities in South Frontenac **Resident online survey:** • Stocksport was the eighth most frequently organized program in which respondents' households participated, reported by 7% or 22 respondents. **User group survey and focus group:** • South Frontenac Stocksport Club is based in Harrowsmith, serves ages five years and older, and had 75 members pre-COVID, and draws 65% of its membership from rural South Frontenac • Future participation is anticipated to increase by over 25% • New facility at Centennial Park was designed to specifications for local, regional and international competitions/events, providing the Club with the first surface of this type in Canada • A roof and ice surface will greatly expand the Club's ability to train, play, attract new participants, host tournaments, and create a Stocksport Centre of Excellence, which is an identified goal in the Canadian Ice-Stock Federation's 2021-2024 Strategic Plan

Assessment

Stocksport and ice stocksport have been active and growing in South Frontenac for a number of years, and the Township has recognized the local importance of this activity by providing a multi-purpose facility that serves stocksport as well as other uses. While there is limited, readily available data on trends in stocksport participation, anecdotal evidence suggests it is growing. Further interest may also be generated in view of its position as a demonstration sport at the 2026 Olympics.

The Club is interested in bringing competitions to South Frontenac, at levels beyond community participation. The Club was successful in securing the upcoming America's Cup to be hosted in South Frontenac, at the new facility in Centennial Park. As a relatively new sport in Canada, this may present an opportunity for the municipality to move into a market niche that is not yet well served. At the same time, it is recommended that the Township formally commit to support for stocksport in its capacity to contribute to economic development for the following reasons:

- Competitive sport is not within the municipal mandate for recreation, since it extends beyond introductory level activities; it should fall instead within the sphere of economic development and be financed as such.
- The benefits of attracting large-scale events will also fall to other communities, and especially Kingston, for spin-offs related to accommodation and entertainment; a regional approach to financing promotion and hosting, therefore, should be pursued so that all municipalities that can potentially benefit share in the costs.

As with other sports and activities, the Township will need to monitor participation in stocksport to establish trends and the possibility of additional lanes being required to accommodate growth - for both community-based activity and competition. Ideally, any future facilities would be co-located with the new lanes, especially if the Township opts to support attracting tournament/competitive events in the sport.

Covering the surface and providing hydro hook-ups will allow the facility to be flooded in the winter to provide ice for stock and other winter activities, as well as for community events, farmers' markets and food vendors at other times.

F23. Designate Centennial as the hub for stocksport, which has seen the recent completion of a league play facility. Allocate funds to cover the facility for sun protection, extended play, tournament activity, and other uses when not scheduled for stocksport (e.g., outdoor rink, farmer's market)

F24. Consider regional approach to supporting competitive stocksport with economic development funding for its sport-tourism potential

F25. No additional stocksport facilities are needed pending monitoring trends in use of newly introduced facility for both community-based and competitive programming.

Horseshoe Pits

Supply and Reported Demand

Table 5-10: Horseshoe Pits - Supply and Reported Demand

Supply
• There are nine horseshoe pits located in Gerald Ball Memorial Park. The pits in Centennial Park were removed to provide space for the new multi-purpose court, with the intention of replacing them elsewhere in the park. they are confirmed to be replaced in 2022.
Reported Demand
Resident surveys: • Did not indicate interest in participation **User group survey and focus group:** • The Sunbury Horseshoe Club uses the pits at Gerald Ball Memorial Park and serves 24 members (pre-COVID) over the age of 35 living in South Frontenac and area • Future participation is anticipated to increase from 0% to 5% • The Club reported satisfaction with the facilities it uses

Assessment

Other than replacing the pits at Centennial Park and maintaining all facilities for organized and casual community use, it appears that existing facilities are sufficient to meet the Club's requirements in the foreseeable future.

F26. Replace horseshoe pits at Centennial Park and maintain both these and the pits in Gerald Ball Memorial Park

5.3 Indoor Scheduled Facilities

There are 16 indoor facilities used for recreation in the Township, half of which are provided by non-municipal organizations. The facilities and their amenities are mapped in Figure 5-5. The indoor facilities assessment is organized as follows:

- Existing multi-purpose spaces
  - Large spaces
  - Small spaces
- Single purpose facilities
- New multi-purpose indoor complex

Existing Multi-Purpose Program Space

The Township of South Frontenac has many spaces that can be considered multi-use/purpose, especially when the not-for-profit supply is included. These facilities are typically used for non-sport programs and activities. They are distributed throughout the community - and in some cases replicate supply - which reflects the legacy of the pre-amalgamated townships.

For the purposes of the assessment, reported demand for all types of general program space is reviewed first.

Existing facilities are divided into large and small spaces. Although the distinction between small and large is relative, and there is considerable range within each category, there are differences in what can be accommodated by size. Large spaces have been defined as those with more than a 100-person capacity. Small spaces are those under this limit.

Reported Demand

In Table 5-11, reported demand for both large and small multi-purpose spaces is shown collectively, since a distinction between the two cannot always be made in terms of size and compatible uses. Whether they are large or small, the design and finishing of these spaces is essential to optimizing their flexibility in accommodating the widest range of possible uses.

Among the nine (9) user groups responding to the survey question, and selecting among the facilities listed, facility needs included: large multi-purpose area (3 groups); meeting space (2 groups); kitchen facilities (2 groups); arts/artisan studio (1 group); and fitness studio (1 group). The need for storage space (3 groups) and office space (1 group) was also reported. One group requested a larger program space than is currently available.

Among focus group participants, there was general agreement on the need for more and/or improved multi-purpose program space. At the same time, the nature of the space requested varied. Interest in retaining and improving all small settlement area halls was expressed while others were more inclined to suggest providing a larger facility designed as a central recreation hub and possibly reducing the number of smaller halls. Others would like to see both types of facilities provided. Although a range of program/activity interests emerged, those supporting provision of a larger facility included the view that appropriately designed space is needed to accommodate sport and physically active programming.

Table 5-11: Household Survey Results for Potential Multi-purpose Space Uses

Programs/Activities	Online Household Survey	Random Household Survey
	% (#) responses	% (#) responses
Group fitness classes	52% (136)	23% (18)
Wellness programs	50% (133)	10% (8)
Social/club activities	33% (86)	6% (5)
Camps	32% (84)	14% (11)
Crafts	28% (75)	6% (5)
Education/self-improvement/interest	24% (63)	10% (8)
Before and after school programs	22% (59)	9% (7)
Performing arts	22% (59)	4% (3)
Martial arts	12% (32)	11% (9)

Large Spaces (over 100-person capacity)

Supply

- Table 5-12 lists the supply of spaces with over 100-person capacity. There are two large Township owned community spaces: Storrington Centre and Glendower Hall. Not-for-profit facilities contribute four additional spaces to community supply. A fifth space in Sydenham, Grace Hall, is discussed in the section on special purpose facilities under seniors' centres.

Table 5-12: Large Multi-purpose Spaces

Name & Location	Hall/ Event Space	Size and Amenities
Glendower Hall, Godfrey	1	• Approximately 9,200 sq. ft. gross floor area • 120 capacity (upstairs hall) • Accessible entrance and washroom • Full kitchen • Stage & dance floor • Generally fair condition (2016) • Last year of full scheduling comprise 2 regular users and 14 Single uses/rentals (2019)
Storrington Centre, Sunbury	1	• Approximately 3,000 sq. ft. • Capacity 100 • Full kitchen • Accessible entrance and washroom • Generally fair condition (2016) • Last year of full scheduling comprise 14 regular users and 34 single uses/rentals (2019)
Golden Links Hall*, Harrowsmith	1	• Capacity 200 • Kitchen • Audio visual equipment • Owned by Harrowsmith Odd Fellows & Rebekahs
Royal Canadian Legion*, BR. 496, Sydenham	1	• Capacity 160 • No accessible washroom • Kitchen
Storrington Lions Hall, Sunbury	1	• Capacity 325 • Fully accessible • Bar • Commercial kitchen
Verona Lions Hall	1	• Capacity 200 • Kitchen • Outdoor pavilion for weddings

* not Township owned



Figure 5-5 provides a map of the indoor facilities in South Frontenac. The assessment follows and is organized by facility type:

- Existing Multi-purpose program space
  - Large spaces
  - Small spaces
- Single purpose facilities
- New multi-purpose indoor complex

Municipal Indoor Facilities

A Bradshaw Schoolhouse
B Frontenac Community Arena
C Glendower Hall
D Harris Park Hall
E Princess Anne Community Centre
F South Frontenac Museum
G Storrington Centre
H Sydenham Library

Non-municipal Indoor Facilities

I Bellrock Hall
J Golden Links Hall
K Harrowsmith & District Social & Athletic Club
L Royal Canadian Legion, BR. 496
M Grace Centre
N Storrington Lions Hall
O Verona Lions Hall
P Fermoy Hall

Washroom
Library
Ice Rink/Arena
Banquet Hall
Community Room/Hall
Meeting Room
Canteen/Kitchen

Settlement Area
Provincial Park
Lakes/Rivers
Roads
Municipal Boundaries

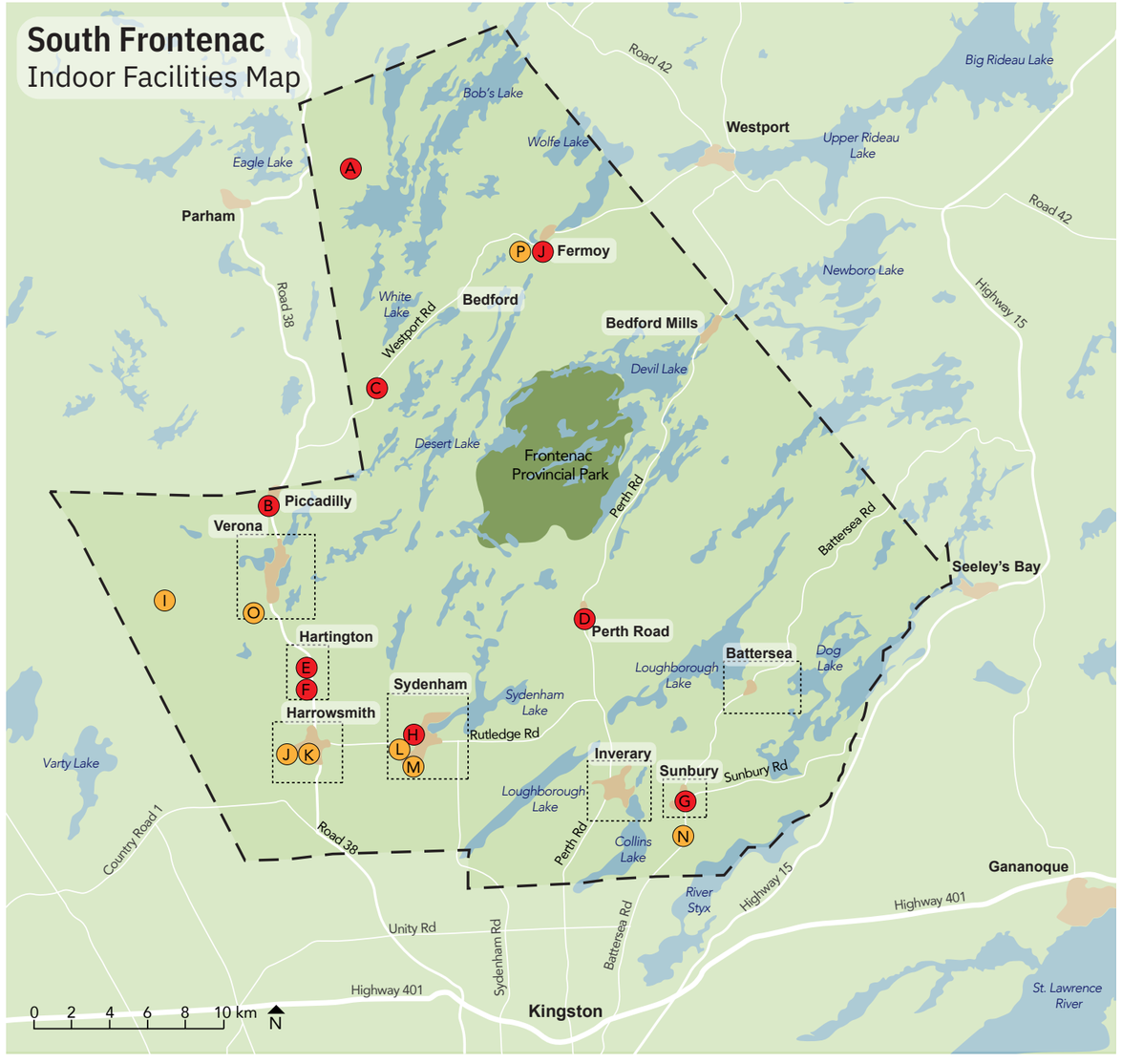


Figure 5-5: Indoor Facilities in South Frontanac

Assessment

Municipal

Indoor Activity Hubs

Storrington Centre and Glendower Hall are the two largest indoor municipal facilities. Both, and particularly Storrington Centre, are well used and both have potential to accommodate additional programs/activities. They are located at the far northwest and southeast areas of the Township, contributing to objectives to balance service distribution on a geographic basis. Storrington Centre is also in the process of being expanded, which will provide additional space for community programming.

F27. Designate Storrington Centre and Glendower Hall as primary indoor non-sport program/activity hubs

Storrington Centre

Storrington Centre comprises a fire hall, library and a general use community hall. It is approximately 50 years old (believed to be constructed in 1969). The 2016 Building Conditions Assessment (BCA) indicated it was generally in fair condition, well maintained and that building systems (HVAC, lighting, plumbing and drainage) were adequate for uses at the time.[12]

Storrington Centre hall is the most frequently used municipal community space, providing a hub for a variety of non-sport programming and social activities for all ages, and housing the public library branch, which is also very well used.

The Storrington area of the Township is experiencing the most population growth, which will require additional community space, and the Centre is the only municipal indoor facility in the area.

Part of a recent renovation included accessible doors and washroom, kitchen upgrades and a new septic system. Plans are in place to enlarge the hall area by an additional 1,000 square feet, which will bring the total to approximately 4,000 square feet. The design accommodates potential need for increased physical distancing and improved ventilation, as a post-COVID requirement.

The application for Government of Canada funding for the expansion notes:

> As the most frequently used indoor public facility in South Frontenac, the expansion of the Centre will invite the community to reconnect and resume civic participation in a safe, accessible space. Creating a sense of place and belonging, this facility is a community hub and support's social cohesion and collaboration by hosting many programs and events…Pre-pandemic, the Storrington Centre was the most frequently reserved indoor facility in the Township and often reached capacity limits…The Storrington region in the Township is experiencing the most growth and development; a trend forecasted to continue for the next 25 years. As the only municipal indoor facility in the area, this expansion will support the additional pressures brought on by this development and ensure the community has a safe and accessible space to gather, grow and play for years to come.

12 OHE Consultants. Building Condition Assessment, Capital Plan & Facility Condition Index. Sept 2016. (Unless noted otherwise, the BCA indicated that no significant deficiencies were identified and that all facilities would require capital work during the timeframe of the report, as well as ongoing repair/overhaul to building systems which, at the time of the assessment, were adequate).

In addition to existing (pre-pandemic) users, community agencies such as Grace Centre and the YMCA of Eastern Ontario are now, and will be in future, in need of larger spaces to expand programming. Colocation of libraries and recreation facilities have a synergistic effect on use and programming opportunities, which can be further developed in an upgraded facility. The nature of future use will depend on the types of programs/activities developed, the need for which is discussed in Section 4.0.

F28. Complete Planned Expansion of Storrington Centre

Glendower Hall

Glendower Hall comprises a one storey building with a basement level that can be accessed from the exterior. It was constructed in 1963 and renovated in the 1990s. It totals 9,200 sq. ft. GFA as per the 2016 Building Conditions report (BCA), much of which is currently not effectively used for program/activity purposes. The basement level, for example, comprises several rooms that are either not being used or are functioning as storage space (e.g. by the South Frontenac Museum).

Available information indicates that it is fairly well used for programming and community rentals. In terms of design and function, however, it will require upgrading to accommodate future use - the nature of which will depend on the types of programs/activities developed as is discussed in Section 4.0. A comprehensive space planning study should be conducted with a scope to determine a preferred option for design/renovations to interior space to optimize flexibility/use for non-sport recreation, conceptual drawings and estimated costs for the work. Repurposing the space for needed/potential new uses, in addition to accommodating existing uses, should be part of this study. For example, incorporating an e-sport venue in the plans is an option to consider. Additional work, except for mandatory repairs, should be postponed until it can be integrated with renovation plans.

F29. Conduct space planning study for program/service development at Glendower Hall

F30. Undertake only mandatory facility repairs until renovations plans are confirmed

Not-for-Profit

There are four not-for-profit halls with capacities ranging from 160 to 325, and most are well equipped to host a full range of community social uses. Based on information gathered during consultation, these spaces are currently used for a wide range of activities such as:

- Community special events and fundraisers (e.g., annual Garlic Festival, annual volunteer Road Toll, semi-annual Fish Fry, Car Rally, Lions breakfasts, dances)
- Weddings, funerals, elections, craft shows, auctions
- Dance instruction, music sessions (e.g., Old Tyme Fiddlers open mic)

It appears, however, that none of these halls are currently used to capacity.

Collectively, therefore, large community spaces are being used for a variety of programs and activities but are underutilized. In effect, therefore, the Township and not-for-profit groups are sharing a market that is too small to support all the facilities that exist. The Township is also careful to avoid competing with other recreation service providers. Not-for-profits depend on the revenue generated by facility rentals to remain solvent. The Township of South Frontenac, therefore, should reach out to not-for-profit owners of community facilities and work with them to establish protocols around facility use for large events.

A suggested approach is to promote, and wherever possible, distribute use as follows:

- Township: hosts events such as league banquets, awards dinners, tournament-related socials, arts/crafts exhibits, etc. for groups providing recreation programs to the community and that are regular users of municipal facilities
- Not-for-profits:1) provide the home base for community special events, as is frequently the case now; 2) host social events not related to recreation programming (e.g., weddings, family parties, receptions, dances, etc.)

This approach is supported by the fact that, in terms of capacity, all the not-for-profit halls are larger than existing Township-owned spaces, and so more conducive to hosting larger social/ community events. In addition, the primary purpose of these halls when they were built was hosting large social events. Moreover, the addition to Storrington Centre will increase its capacity and so could detract from the use of those owned by the not-for-profits. As a 'new' space, it might be more attractive to users and so negatively impact the use of older halls. To minimize the potential for competition, an agreement with large capacity not-for-profits halls should be considered to clarify 'market sharing' between the Township and these organizations.

F31. Consider entering an agreement with large not-for-profit hall organizations for sharing the rental market for large community events



Gilmour Point Park Building

Small Spaces (under 100 person capacity)

Supply

- As shown in Table 5-13, there are seven Township owned small community spaces. Not-for-profit facilities contribute several additional spaces to community supply

Assessment

Municipal

Small municipal community spaces comprise a) those that are part of larger facilities, and b) those that are stand-alone buildings. Those in the former category include spaces in Princess Anne Community Centre, Sydenham Library, Town Hall and Frontenac Community Arena. As components of larger facilities, it is assumed these spaces will remain part of Township supply. The Frontenac Community Arena hall is discussed below. Princess Anne Community Centre will continue to house the Kingston Public Library Branch and Portland Community Caring, as well as provide meeting space for local service clubs.

Facilities in the stand-alone category include Harris Park Hall, Fermoy Hall and the McMullen Beach, Sydenham Point Memorial Park and Gilmour Point Beach buildings. Except for the park-based buildings, these facilities range from unusable to very limited use for community recreation programming. The general sentiment in the community appears to favour retention of all small halls to ensure small public spaces are available in close proximity to residents throughout the Township - even if they are not being used. While this perspective is understandable, it results in unnecessary costs to maintain facilities that are used sporadically at best. Moreover, lack of use suggests they are not needed. The future of these facilities, therefore, should be determined in relation to the outcomes of deliberate efforts to optimize their use for community programming.

These spaces lend themselves to accommodating small group activities and introducing new programs/activities, in which pilot or early enrollment is low and may or may not grow to the point where larger facilities are required. As new small group programs are developed, therefore, they should be located in the space best suited to provision in terms

of size, proximity to registrants, and needed amenities (e.g., kitchen, secure storage, etc.). In instances where space needs are flexible, and facilities are comparable, programs could be offered at different locations sequentially to better balance service distribution. If participation levels in these programs/activities grow to exceed the capacity of these smaller spaces, they should be transferred to larger facilities or offered in more than one location in smaller spaces. The overall intent of this approach is to optimize facility use and, therefore, operating costs by matching the nature/extent of use to the space and concentrating or consolidating use at a limited number of locations. The ultimate use of these spaces, however, will depend on the outcomes of program development work and the response of the community to the types of programs/activities offered, as discussed below.

Table 5-13: Small Multi-purpose Spaces

Name & Location	Details
Frontenac Community Arena, Godfrey (Piccadilly)	• 1 community room/hall • 1 meeting room • Kitchen • Upper floor not used
Harris Park Hall, Perth Road	• 1 community room/hall • Capacity 50 • Accessible entrance • Full kitchen • Last year of full scheduling comprise 2 regular users and 12 single uses/rental (2019)
Princess Anne Community Centre, Hartington	• 1 meeting room • Capacity 15 • Accessible entrance and washroom
Sydenham Library Community Room	• 1 community room/hall • Capacity 67; 45 seated • Fully accessible • TV/DVD player • Projector/screen • Kitchenette
Fermoy Hall, Bedford	• 1 community room • Currently not used; interior has been stripped, and the exterior refurbished
McMullen Beach Building	• Used for municipal storage and rain shelter for day camp programs
Gilmour Point Beach	• New (2020) park site building for program support
Sydenham Memorial Park	• Park site building for program support

Table 5-13: Small Multi-purpose Spaces (continued)

Name & Location	Details
Bellrock Hall*, Bellrock	• 1 community room/hall • Capacity 90 • Kitchen • Community garden, greenspace, historic schoolhouse • Ball room dancing, yoga, VON exercise program, cycling/hiking, snow shoeing, euchre, potlucks, and events
Harrowsmith Sport & Athletic Club*	• 1 community room/hall • Capacity 90 • Kitchen • Canada Day in the Park, Chinese Dinners & Auctions, • Family Halloween Party, the Harrowsmith Santa Claus Parade and Christmas Open House, Community Yard Sale, Harrowsmith Minor Softball
Sydenham Lake Canoe Club*	• Clubhouse
Trinity United Church*, Verona	• 1 community room • 1 meeting room • Kitchen • Grandmothers-by-the-lake meetings, Quilting Group, Trinity Quilters, Frontenac Women's Chorus
Harrowsmith Free Methodist Church*	• 1 community room/hall • 1 meeting room • Gymnasium; heating issues make it hard to use/unusable in winter • Harrowsmith Women's Institute meetings
Perth Road United Church*	• Community room/hall
Battersea United Church*	• 1 community room/hall • Kitchen
Sunbury United Church*	• 1 community room/hall • Kitchen

*not Township owned

Harris Park Hall

Other than accommodating a local quilters' group's regular meetings and weekly euchre, Harris Park Hall is infrequently used. Community interest in retaining local facilities regardless of very low use, while understandable, results in unnecessary operations and maintenance costs, which are exacerbated by deteriorating building conditions due to no use/vandalism, etc. Given the amount of Hall use now, ongoing repairs and maintenance do not appear to be warranted.

In addition to its small size, it is located at the rear of the park property behind residences and so not visible from the street. A driveway leads from the street to the usable portion of property. While the location and size limit the Hall's potential use for programs, there may be opportunities to increase the use of the space for small groups activities that emerge as a result of program development efforts, or to lease the space.

If use levels - either through increased group activity or a permanent tenant - have not increased to at least 75% of available time in three years, the Township should approach the adjacent Perth Road United Church on behalf of the groups currently using the Hall to investigate the possibility of their accommodation in the church hall, and subsequently decommission and remove the facility. Until such time as a decision regarding the future of the Hall is made, the Township should undertake only mandatory facility repairs.

The recommended user fees policy, which will be based on a formula for cost recovery, would very likely mean increased rental fees for both existing and new users. While a lease agreement with an agency or organization would be the preferred way to guarantee use and income, it would likely preclude other groups from using it. An alternative location for existing users would still need to be arranged.

If the costs of renting an alternative space exceed those set by the Township's user fees policy, it could consider providing financial support to the displaced groups to make up the difference.

F32. If Harris Park Hall use levels have not increased to at least 75% of available time in three years, the Township should work on behalf of the current user groups to investigate the possibility of their accommodation at Perth Road United Church, and decommission and remove the facility

F33. Undertake only mandatory facility repairs until future of the Hall is confirmed

Fermoy Hall

Fermoy Hall comprises a single storey building with no basement level. Gross floor area totals about 87 sq. m. (937 sq. ft.), with no interior washroom or sanitary/potable water services. The 2016 Building Conditions Assessment indicated it was generally in fair condition and fairly maintained.

Although not formally designated historic, Fermoy Hall is part of the Township's built heritage. It is a pre-confederation building that was one of the first public buildings in the area. In recent years, the Township began refurbishing the building with the intention of providing a usable community space for residents of the Bedford area. Issues related to removing asbestos resulted in partial upgrades only with available budget. In its current state, the building is not ready for use. In addition to the additional capital investment needed, the project is stalled due to lack of a designated purpose for the building and its proximity to Glendower Hall, which could accommodate additional use now.

There is strong interest in repurposing the building as an internet café as a priority use. Local citizens submitted a presentation that includes conceptual sketches on the design and layout of the interior as an internet café/ community space, and outlines their views on potential use of the space, including:

- Community facility for internet service
- Gathering place for music, storytelling, learning opportunities, etc.
- 3 season facility; 4 season possible
- Documented narrative of Fermoy
- Meeting space for groups such as Lake Associations, book clubs, crafters, town halls
- Point of interest to attracts visitors and locals alike via events, trail destination or recreational service support, such as washrooms and Wi-Fi
- Multi-generational use for inclusiveness and diversity

A prerequisite to considering providing an internet café is the completion of the Government of Ontario's plan to bring highspeed internet to all communities across the province by end of 2025. Assuming that materializes, repurposing the Hall as proposed would require capital investment beyond simply finishing the space for general use as well as ongoing operating expenses related to staffing open hours and contracted technical support for internet service. The proposed concept itemized furnishing, equipment, etc. requirements without cost estimates. The concept did not include an indoor washroom, which could create difficulties for some users if not provided. Investing in upgrades for three seasons only is questionable from both financial and purpose perspectives, especially if there is interest in increasing social interaction in winter months when people tend to be more isolated.

As discussed above, the recommended user fees policy would require increased revenue generation from users to recover some portion of operating costs. Although operating costs will vary depending on the type of facility/ service being provided, an internet café will generate relatively high costs. Moreover, in terms of the recommended tier approach to categorizing services, an internet café would fall towards the higher tiers, which equate to high user fees since benefits accrue more to individuals than the community.

Despite its current non-usable status, sufficient investment has been made in the building to consider finishing this space for community use. The following outlines an ordered approach to investigating options for the future use of Fermoy Hall, upon confirmation that the provincial high-speed internet program is being activated in South Frontenac:

1. Issue a request for an Expression of Interest (EOI) for a commercial/private provider to lease the space for an internet café and follow up any qualifying Expressions with a request for proposal/ business plan

2. Work with 'Fermoy Hall Reimagined' supporters to form a committee to prepare a business plan for the proposed concept for consideration by Council. The plan should identify all additional costs (over basic building completion) associated with finishing, equipping, servicing and operating space as the community proposed internet café, anticipated scheduling and user fees to recover costs as determined by the user fees policy and anticipated revenue generation to establish feasibility/sustainability of this use
3. Depending on demand for activity/space as a result of program development work, identify costs to complete space, and anticipated revenues, for more general community use (e.g., small group arts programming, interpretation, local arts/ artisans exhibits) that are compatible with historic significance of the building and its environs
4. Decommission it as a Township facility and sell it on the open market

The priority order of investigations to confirm use of the Hall begins with more complex/ costly options that respond to ongoing community interest in a specific use. Business plans are required for these uses to be able to anticipate the efficacy of additional investment in capital and ongoing operating costs.

Regardless of the future of Fermoy Hall, the building should be cleaned up both internally and externally to protect and maintain the investment that has been made to date. Leaving the building untended will encourage wildlife to seek shelter inside and damage the interior and can also make it a target for vandalism.

F34. In order of priority 1) investigate the feasibility of repurposing Fermoy Hall as an internet café, with supporting business plans, 2) finishing to accommodate demand for general program/activity space, or 3) selling it on the open market. Allocate budget to complete the selected option

F35. Regardless of the future of Fermoy Hall, the building should be cleaned up both internally and externally to protect and maintain the investment that has been made to date

Park-based Buildings: McMullen Beach, Sydenham Point Memorial Park, Gilmour Point Beach Building

The new Gilmour Point Beach and the Sydenham Point Memorial Park buildings are both used to support summer camp programs, and this use will continue.

The McMullen Beach building is currently used for day camp/swim program-related needs (e.g., rain shelter, storage, etc.). Day camp programs will move from this location to the new building at Gilmour Point Beach. Depending on how much space within the building is freed up when this move is completed, it could be made available for use as a tennis club house.

F36. Facilitate the use of the McMullen Beach building for use as a tennis club house

Not-for-Profit

The Harrowsmith Social and Athletic Club Hall (HSAC) Facebook notes:

> The Social and Athletic Club is a non-profit organization which first opened in the 1960s to support local baseball. Over the years, it was expended to organize the Santa Clause Parade, Canada Day celebrations and family Halloween night. It also hosts Chinese and Greek auctions and is currently being used to teach martial arts...To assist with our costs, we ask for a $10/family yearly membership. An increase in club membership means more events and activities could be offered within our community instead of driving to the city for family entertainment. Students are also encouraged to get involved with the club. Secondary students must do community volunteer hours for a high school credit. By volunteering in club activities, they can receive credit for their time! (https://www.facebook.com/)

The Club's Facebook page indicates it is very active in providing a range of activities and events for the community - and it has collaborated with the Township in the provision of larger events. Like many such organizations, however, the Club struggles with developing the volunteer base needed to provide its services. The Hall is also underutilized.

As noted above, Bellrock Hall also provides a variety of community programs. At the same time, the hall association has struggled over the years to keep the facility open and running. Like the Social and Athletic Club, the hall relies on limited funds and a dwindling volunteer base to ensure its future.

If appropriate to future programs requirements for activities that emerge through development work, these halls could be locations for small group activities. These could comprise both single location programs or those that are popular enough to offer in more than one, or via rotating, locations.

The Township currently works with the HSAC to deliver events and so has an existing relationship with this group. It does not appear to have the same type of connection with the Bellrock Hall Association. In its role as a recreation service facilitator, the Township should reach out to these groups (and other local not-for-profits) to investigate opportunities for facilities to host future programs, and for all groups to work together in better coordinating and supporting each other in their efforts to provide services to the community. Small organizations working in isolation with limited resources are less likely to succeed than a collective, collaborative effort. While the outcomes of this type of outreach cannot be foreseen, it can open the door to communications and creative thinking that could benefit all groups.

F37. Township should reach out to these (and other local not-for-profit organizations) to investigate programming opportunities for their facilities and a collective approach to coordinating and supporting each other in service delivery

Single Purpose Facilities

This section addresses single-purpose recreation facilities in the Township, including the Frontenac Community Arena, the Museums and seniors' facilities.

Frontenac Community Arena

The Frontenac Community Arena and site are owned by the arena and governed by an Arena Board of Directors. The property is in South Frontenac, bordering on Central Frontenac. South Frontenac and Central Frontenac fund 59% and 41% of the annual operating deficit, respectively. Each municipality funds the same proportionate split in annual capital costs, beyond the amount funded by the arena through reserves. A staff Arena Manager position is responsible for day-to-day facility management.

Table 5-14: Single Purpose Facilities - Supply and Reported Demand

Supply
• One single pad indoor ice surface
Reported Demand
Resident online survey: • Arena ice activities (e.g., hockey, icestock, sledge hockey, skating, curling) ranked fifth among reported new/expanded activities of interest, by 40% or 105 respondents • Arena non-ice activities (e.g., floor hockey, box lacrosse) ranked 18th among reported new/expanded activities of interest, by 17% or 45 respondents **Resident telephone survey:** • Among the 20% of respondents (79) reporting need for additional recreation programs/activities in South Frontenac, arena ice activities ranked 9th • Interest in non-ice activities ranked 16th • User group survey and focus group: • Two ice arena user groups responded to the survey, both of which provide programs to children and youth aged 5 to 19 years • Frontenac Minor Hockey is a major user of the arena providing recreational and rep hockey for 350 participants (pre-COVID); the group has/continues to donate funds to support arena upgrades in collaboration with the two Townships, and have recently partnered to finish renovations to the building's second storey • Frontenac Fury Girls Hockey Association is also a key facility user, with 100 participants (pre-COVID) and anticipates growth of between 15% and 20% in the next five to ten years, which will require access to additional ice time and dry land training facilities for fitness • See also section on New Multi-purpose Indoor Facility

As a jointly owned and operated facility with Central Frontenac, initiatives for the arena come from its independent Board of Directors. A $1.84 million renovation of the arena has just been completed to improve its longevity and efficiency in serving the community (including AODA accessibility upgrades). South Frontenac funded approximately $502,700 with Central Frontenac contributing $350,000. This investment was supplemented with an ICIP grant in the amount of $985,371. As noted above, Frontenac Minor Hockey has indicated that they may be able to help fund an estimated $500,000 to finish renovations to the building's second storey, which would include a bar/social space to include the installation of a fully accessible lift/elevator.

While there is no reported unmet demand for additional ice time, community consultation revealed interest in a new arena. The reasons provided varied and included considerable anticipated growth in women's hockey (as noted above), the perspective that the Frontenac Community Arena is too far from potential users and a general view that a new municipal indoor facility should include an arena.

With respect to the distance factor, providing a second arena solely to convenience users without the demand necessary to support an additional pad would clearly affect the viability of the existing facility due to loss of use to a new location. Similarly, a new municipal facility does not necessarily have to include an arena, unless there is demonstrated demand for an additional ice pad in the market. Unlike historically, arenas are no longer presumed components in recreation complex developments.

Given its ten-year timeframe, the Master Plan considers the potential need for additional ice based on current levels of use and potential growth in ice-based activity.

Appendix E visually depicts the Frontenac Community Arena schedule for the busiest months of the 2019/2020 season (before COVID closures in March 2020).

The schedule shows that the arena is very well used during typical prime times for arenas in general - weekday late afternoons/evenings and weekends. Scheduled time indicates that November is the busiest month. In a typical week, weekday bookings are continuous from 4:30 pm to 9:30 pm every afternoon/evening, and weekend use is continuous from 8:00 am to 9:30 pm every Saturday and Sunday. Use also occurs outside these hours but it varies by day.

From a prime-time use perspective (prime-time use meaning ice time that is regularly in demand by user groups), total weekly prime time is 52 hours using the booked hours on weekdays and weekends noted above. Historically, prime time was generally assumed to be at least 65 hours per week. When viewed in terms of available time at the Community Arena, up to 8.5 hours of evening/night hours are not booked if the arena remains open to 11:00 every night. Regular use of this time would bring total prime time use closer to 65 hours during the busiest month of the season. At the same time, the schedule shows that the ice is very well used throughout the season at peak times. This justifies recent capital improvements to continue the arena's service to the community and plans to finish the second storey to provide an area for social activities.

These findings show that, while use-driven prime-time is essentially at 100% capacity, there is time available to accommodate additional activity within current operating hours, including distributing peak use more evenly over the season. Moreover, operating hours could be extended - including before 8:00 am - if required to provide additional ice time. Resistance from users to early morning ice time has become typical in recent years, although it was previously a common practice. While it may not be desirable, it presents a rational means of increasing ice time for programs that need it.

Maximizing use of available time is essential to guarding against oversupply of facilities in the long-term, maximizing operating efficiencies and meeting municipal fiscal responsibilities to control expenditures. Moreover, as long as there is insufficient unmet demand to support a second ice surface, it would be premature to recommend an additional arena. Extending use of the Frontenac Community Arena, therefore, is a clear option to meeting demand that arises in upcoming years. As is the case now, the Arena Board will monitor and track use levels as indicators to the potential long-term need for a new ice pad to serve this market. If this need emerges, the party or parties to respond can be determined at that time.

F38. Potential need for additional access to ice time should be met through additional scheduling of available time and, if required, extending operating hours in mornings before 8 am and evenings beyond current closing time

F39. The joint Frontenac Community Arena Board monitors and tracks hours of arena use, which can be used to anticipate the point at which unmet demand for ice time is sufficient to support an additional pad in the market, and the approach to responding to confirmed need

F40. Complete the second storey renovations to the Frontenac Community Arena

Table 5-15: Township museums

Space Name & Location	Spaces, Size and Amenities
Bradshaw School House	• Approximately 810 sq. ft gfa • No washroom • Accessible entrance • Generally fair condition; adequately maintained (2016)
South Frontenac Museum	• Approximately 1,100 sq. ft. gfa • No washroom • Accessible entrance • Generally fair condition; well maintained (2016)

Museums

There are two museums in the Township: the Bradshaw School House in Godfrey and South Frontenac Museum in Hartington (see Table 5-15). The Bradshaw Schoolhouse comprises a one storey building. It is believed to have been constructed in 1903 and enlarged/renovated in the early 2000s. The basement level comprises a number of rooms that are either not being used or are providing storage space (BCA report, 2016). The School House does not operate regularly as a museum.

The South Frontenac Museum comprises a single storey building and a basement level and is believed to have been constructed in about 1903, and upgrades/renovations were completed in 2014/15 to house the museum (BCA report, 2016). The South Frontenac Museum Society is very active. The Museum opened its doors at this location in 2015 and the Society has made significant progress to date in curating and exhibiting local history. As discussed in the programs section of the Plan, the Society is beginning to develop satellite programming in the community.

The BCA reports suggest that it will be almost twice as expensive to retain the School House as it will be to keep the Museum. At the same time, both facilities need work. At minimum, both require indoor washrooms. It appears, however, that only the South Frontenac Museum is actively developing its services to the community. Its current Strategic Plan (2020 - 2022) states its four strategic priorities and objectives as:

- Strengthen and expand South Frontenac Museum's capacity to deliver on its vision
- Expand, renew and better structure Museum collections and exhibits
- Attract more visitors - full-time/seasonal residents and tourists
- Connect with educational leaders to develop active learning programs

The Strategic Plan also notes working with the Township on initiatives that include branding for community, economic and tourism development and support for community programming. It also looks to partner with other agencies and groups in mutually beneficial arrangements, noting the potential to work with the Kingston Association of Museums, Art Galleries and Historic Sites (KAM), the Frontenac County Schools Museum, L&A County Museum and Archives and Indigenous peoples in the area.

In terms of facilities, the South Frontenac Museum is at a point where it could use more space to grow and house its collection and develop on-site (in addition to satellite) programs related to the Township's heritage and to accommodate more visitors. As the larger of the two spaces, and progress in fulfilling its mandate in recent years, the South Frontenac Museum should be the focus of future investment in museum services. The Township should consider consolidating the two museums at the South Frontenac site and conducting required upgrades at this location.

Upon this consolidation, the Bradshaw School House should be decommissioned as a Township facility and sold - either to a local community group interested in ownership or on the open market.

F41. Consolidate the Bradshaw School House and South Frontenac museums at the South Frontenac site, conduct required upgrades at this location, and decommission/ sell Bradshaw School House

Table 5-16: Seniors facilities

Name & Location	Size and Amenities
Grace Hall, Sydenham	• Capacity 150 • Operated by South Frontenac Community Services (SFCS) • Fully accessible • Commercial kitchen • Day program for those with dementia, meals on wheels, diner's club, various social/recreation programs, home help etc.

Seniors Facilities

Grace Hall is a well-developed service centre for seniors' programs in South Frontenac. It is the primary provider and there is a strong partnership between South Frontenac Community Services (SFCS) and the Township in this area of service.

Section 4.0 discusses needs for seniors' programming in South Frontenac in partnership with SFCS. SFCS needs additional space to expand its programs to meet unmet current demand and future growth. SFCS should be consulted on all recreation facility development/improvement projects to ensure the needs of the community's seniors are considered and incorporated.

F42. Incorporate seniors' program space requirements in future new/ repurposed facilities

New Multi-purpose Indoor Complex

Existing hubs for indoor non-sport programming leave a gap in the supply of active indoor space in South Frontenac and, depending on how existing halls are repurposed/programmed, arts and culture facilities as well. While there are a number of large not-for-profit spaces in the Township, there is limited municipal space for indoor programming and there is no municipal space for active sport and recreation programming. Although there are many school gyms in South Frontenac, their availability is limited to evenings and weekends (when not occupied by school-related use), and they were completely unavailable throughout the pandemic, staying closed longer than other public facilities. Elementary school gyms are also often too small to accommodate the types of programs, ages and numbers of users that would typically use municipal facilities. In addition, the existing supply does not include state-of-the-art facilities for community programming. Although recommendations regarding renovations and upgrades to municipal halls will improve this situation, a new municipally owned indoor facility that is specifically designed to meet community needs for active recreation will provide the space to grow locally offered programs and activities as the Township develops.

A commitment now to the future development of this facility will help determine the scope of more immediate programming/renovation objectives for Storrington Centre and Glendower Hall, and Fermoy Hall to a lesser extent. This will help ensure that the three facilities together address needs for both active sport and non-sport programs and activities, and that a new facility does not result in an over or under supply of the spaces needed. For example, if Glendower or Fermoy Hall repurposing renovations include studio space for arts programming, it won't be needed in a new facility.

At the same time, the specifics of a new facility cannot be determined without additional work, for several interdependent reasons, each of which is discussed below:

- The community expressed interest in a variety of facilities, all of which would benefit residents, with some requiring major financial commitments
- The 'gaps' that will remain after existing facilities are improved and optimally programmed will be an unknown factor until this work is at least confirmed
- The range in options in terms of design, location, construction and costs of a facility that will suit the community's needs is too extensive to be able to address at a Master Plan level

Facility Interests

When investigating the community's interest in future service development, the household surveys asked residents to select from a list the types of programs and activities in which they would like to participate. The active program/activity interests that would require major indoor facilities or dedicated spaces to accommodate them, and responses to each type, are shown in Table 5-17.

Table 5-17: Facility interests

Programs/Activities of Interest	Online Household Survey	Telephone Household Survey
	% (#) responses	% (#) responses
Activities Requiring Major Facilities or Dedicated Spaces		
Gym sports (e.g., badminton, volleyball)	47% (123)	29% (23)
Court sports (e.g., tennis pickleball)	42% (110)	32% (25)
Arena ice activities (e.g., hockey, icestock, sledge hockey, skating, curling)	40% (105)	29% (23)
Aquatics (e.g., instruction, open swim, etc.)	38% (99)	14% (11)
Individual fitness training (e.g., weights)	35% (93)	14% (11)
Arena non-ice activities (e.g., floor hockey, box lacrosse)	17% (45)	6% (5)
Activities Amenable to Multi-purpose Space(s)		
Group fitness classes	52% (136)	23% (18)
Wellness programs	50% (133)	37% (29)
Visual arts	36% (95)	10% (8)
Social/club activities	33% (86)	6% (5)
Camps	32% (84)	14% (11)
Crafts	28% (75)	6% (5)
Education/self-improvement/interest	24% (63)	10% (8)
Before and after school programs	22% (59)	9% (7)
Performing arts	22% (59)	4% (3)
Martial arts	12% (32)	11% (9)

Additional comments in the online household survey included the following specifically reported facility needs in a community complex: indoor tennis courts (14), indoor pool (11), indoor pickleball courts (8), work-out gym (6), arena (5), gymnasium (4), library (1), gymnastics facility (1).

Among the nine (9) **user groups** responding to the survey question, and selecting among the facilities listed, four groups indicated the need for a gymnasium. Other comments included: two groups mentioned indoor courts; one group noted the need for a fitness facility for dry land training (off-ice).

Focus group participants indicated the need for an indoor/outdoor complex with an arena, two softball fields and two soccer fields.

The Kingston Hockey Development Center reported interest in locating a multi-purpose indoor sports facility in South Frontenac, which indicates the potential for the Township to investigate collaborating with the business community.

New Facilities of Interest

In most communities without these facilities, interest in providing an indoor pool emerges in Master Plan consultations. In South Frontenac, when survey participants indicating interest in new/expanded programs or activities were asked about the types of opportunities they would like to see provided in the Township for members of their households, aquatics (e.g., instruction, open swim, etc.) was the 7th most frequently reported interest in the online survey (37.5% or 99 respondents), and the 8th most noted by 14% or 42 random survey respondents. In addition, 14 people specifically indicated the need for an aquatic centre in additional comments to the online survey.

Aquatic centres are clearly popular and beneficial recreation facilities. They are also very costly to build and operate, particularly for smaller municipalities. Smaller population bases cannot generate the use levels required to offset considerable operating costs, and a general rule of thumb is a minimum market of about 30,000 people to consider the feasibility of providing a facility. With a population of 20,188 (2021 Census) population is considerably below this threshold. A web-based review indicates that, although there are exceptions, most municipalities in Ontario with up to populations of 30,000 do not have indoor pools. Appendix G contains the results of this research and show that while some municipalities comparable in size to South Frontenac provide indoor aquatic centres, they are not the norm and the costs to do so are substantial.

The W.J. Henderson Recreation Centre in Loyalist Township was noted by several respondents to the Master Plan surveys as an example of the type of facility needed in South Frontenac. This Centre includes a 25-metre indoor swimming pool, an arena, and rooms for meetings/small group gatherings. The Lennox and Addington

Library is part of the Centre, and it houses the Recreation Department offices. Despite its size (less that 20,000) Loyalist Township has had an indoor pool for 27 years (i.e., since its population was below 10,000). The library was constructed in conjunction with the pool. The arena is 47 years old.

In recent years, the Township has been moving towards redeveloping the Centre to replace/upgrade its aging infrastructure. Replacing the pool has become the priority. Having reached the end of its lifecycle, its structure and equipment continues to fail beyond the ability of repairs to address. Earlier this year, a cost of up to $25 million was reported as an estimate for the first phase of the Centre's redevelopment and, assuming no government funding is provided, an estimated tax increase of approximately 3.4% will be required to support the annual debt payments for the project. The estimates did not include anticipated annual operating costs, or tax subsidies for which comprise the difference between the total and revenues generated by use. As noted above, however, small population bases do not generate high levels of pool use, which can result in a large annual operating deficit to be carried by taxpayers.

These findings indicate that, given the likely cost of provision and ongoing operation, the Township of South Frontenac should not provide an indoor pool during the term of the Plan. The municipality could consider offering a shuttle service to the nearest indoor pool in Kingston on peak program days to help residents' access the City's services.

Like aquatic centres, single purpose indoor facilities dedicated to tennis, pickleball and personal work-out/fitness programs are typically found in municipalities with larger population bases than South Frontenac. Those who reported an interest in an indoor tennis facility noted a regional lack in supply. If a regional tennis facility was to be considered, it should occur as a broader initiative - likely with a view to supporting sport tourism in the area. Dedicated facilities for all activities of interest, however, are not recommended for inclusion in a Township complex for community-based programming. They can, however, be incorporated as components of multi-functional active sports facilities. Opportunities to do so in South Frontenac are discussed below.

The facility 'gaps' that are evident in South Frontenac focus largely on indoor space for active sports and recreation. At the same time, providing dedicated spaces for specific activities is not warranted for community-based programming. Depending on how they are designed and equipped, multi-functional facilities can accommodate a wide range of active sports and recreation programming, as well as group fitness activities. Collectively, community program/activity interests comprised much that can be offered in appropriately designed space.

Spaces for non-sport programs/activities, as noted in Table 5-17 under 'activities amenable to multi-purpose space(s),' are also needed. It is anticipated, however, that improvements to Storrington Centre, Glendower and Fermoy Halls will address this need to some extent. As this work is undertaken, facility needs for general multi-purpose space or arts-related programming that cannot be met will become clear and can be directed for inclusion in plans for a new indoor facility.

Options and Considerations for Facility Development

Building Options

In terms of need for multi-functional space for active programming, a new facility should accommodate - at a minimum - gymnasium sports/recreation, net court sports and personal fitness training. Although an indoor track did not emerge as a facility of interest in the community, these are becoming relatively standard components of community recreation centres. They offer year-round access to fitness for a wide range of age groups and can be designed for walking only or running/walking. An indoor track is recommended for inclusion in a new facility in South Frontenac. Figure 5-6 shows an elevated track as part of a double gymnasium, which is one design option to provision.



Figure 5-6: Municipal Double Gymnasium with Elevated Track (Edithvale Community Centre, Toronto)

Two approaches to developing a new multi-purpose centre in South Frontenac are outlined below: a 'traditional' structure and an air supported dome structure.

Traditional Structure:

As discussed above, the need for general multi-purpose program space at a new centre will depend on the outcomes of improvements to other facilities, as well as opportunities to cross-program within the centre itself. The need for social 'connection' space is also a consideration in new facility design - both for casual and more organized uses. If included, this would require amenities such as a commercial kitchen, which could also support food/nutrition related programming. Table 5-18 outlines very high-level estimates of space requirements, and the associated capital building cost, which would be further detailed and refined upon a commitment to construction.

Table 5-18: Multi-purpose complex high-level estimates

Centre Component	Approximate size (sq. ft)
Gym/workout room	1,200
Gender neutral wash/changerooms (including showers)	1,500
Barrier-free single washroom	100
Double gym (with integrated track, removable partition, retractable bleachers)	12,500
Commercial kitchen	1,000
Circulation/lobby/reception	2,500
Office, mechanical, storage, custodial	2,000
Sub-total size	**20,800**
Estimated Capital Cost @ $300 psf	**$6,240,000**
Community room/social space (combine with lobby for large events)	2,000
Multi-purpose room (removable partition)	1,000
Multi-purpose visual arts workshop	600
Sub-total size	**3,600**
Total size	**24,400**
Estimated Capital Cost @ $300 psf	**$7,320,000**

A minimum construction cost of $300 per square foot has been used, although it is currently very difficult to anticipate costs given cost increases and fluctuations due to the impacts of COVID-19.

Depending on the components included, the total cost is estimated to range from about $6.2m to $7.3 million. The lower estimate focuses on 'core' active spaces, while the higher figure assumes the need for additional general multi-purpose space beyond that addressed through repurposing/renovations to existing facilities, and improved access to not-for-profit halls.

The totals do not include:

- land acquisition costs;
- soft costs, which are typically 15% to 20% of construction costs;
- costs associated with optimizing multi-uses (e.g., rubberized running/walking track);
- additional costs associated with building design, materials and/or processes to minimize environmental impacts (e.g., net zero design/construction)

As a multi-purpose facility, the gyms are assumed to accommodate a variety of net court sports (tennis, volleyball, pickleball, badminton and basketball), as well as other active recreation uses. Similarly, any multi-purpose rooms that are provided will also serve a variety of uses. As such, equipment, finishes - and particularly flooring - will need to support all intended uses for each space. Multiple uses will also require allocating available time among all users (including community groups, private rentals, program instructors, etc.) sharing the space(s).

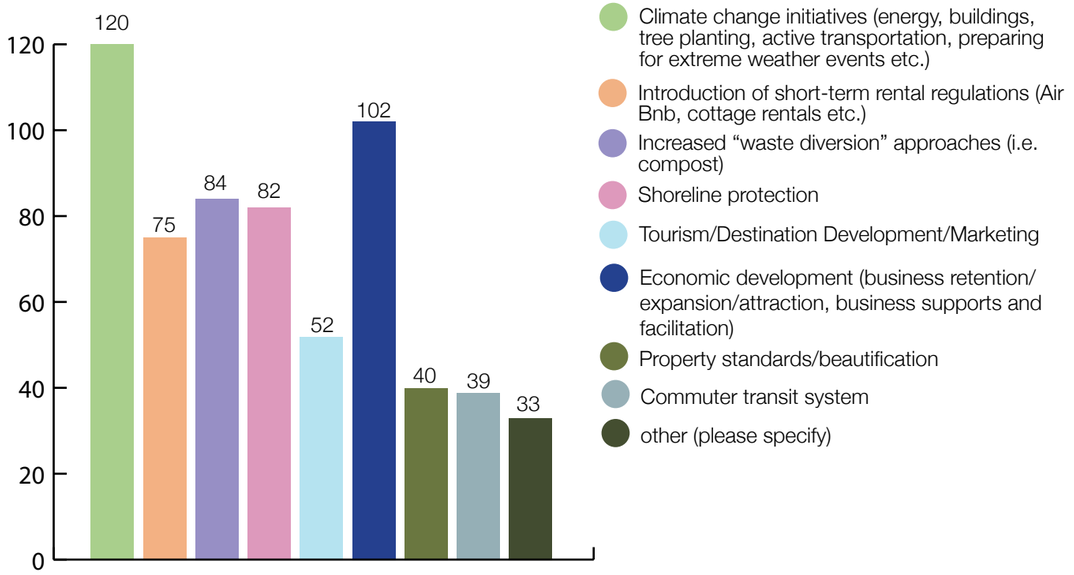


Figure 5-7: Resident Opinion on the Most Important Issues to be Addressed by Council in the Township of South Frontenac.*

*South Frontenac Resident Tax Survey, 2021

Although the above costs do not anticipate those associated with state-of-the-art building efficiencies that are continually evolving, it is interesting to note the increasing importance being attached to these considerations. The Township's November 2021 tax survey of residents included asked respondents to identify up to three priorities for Council's attention in upcoming budget years. As shown below (Figure 5-7) 'climate change initiatives' was the most frequently selected item. This result suggests that residents may be willing to invest more in the design and construction of energy efficient building practices that reduce negative environmental impacts, especially if these costs are offset by decreased operating costs over the life of the building.

Additional considerations include:

- Leasing dedicated gym/workout room to a commercial operator or, if unstaffed, leasing equipment with contract coverage for maintenance and repair
- 24-hour access from the exterior of the building, which would require the ability to close it off from the rest of the complex and ensure safe access to the facility when there are no staff on-site (e.g., ploughed parking and pathways to the entrance in winter)
- The potential to provide additional storage to rent to regular users of the facility.
- Beyond active recreation, other functions of multi-purpose municipal facilities can include emergency shelters/evacuation centres, venues for esports, leased/rent-per-use space for other community/social services, local businesses, etc., all of which would add to the facility in terms of components, amenities and costs to build and operate

The Town of Prescott Ontario recently broke ground in the development of a new multi-purpose recreation complex, which is reported as costing $13.2m to $15m. At the lower estimate, the Town will contribute over $3.5m, with the balance being funded by the Governments of Canada and Ontario. The new complex will include an indoor single ice pad surface with seating capacity of 800 on both sides, a walking track, multiple community rooms with multiuse functions, outdoor softball diamonds and outdoor soccer fields. The land for the centre was donated to the Township. The potential to add a second ice surface will be considered in its design. Other facilities that might be provided in future could include a curling rink, tennis courts and pickleball courts.

Air Supported Dome Structure:

Municipalities are increasingly choosing to house active sports and recreation spaces in air supported dome structures that include artificial turf fields and support a wide range of active sports and recreation uses. One such example is the Russell Sports Dome in the Township of Russell - a relatively new facility. It comprises an air supported inflatable dome structure totaling 59,400 sq. ft. (330’ x 180’ x 54’) with an entrance building of 3,760 sq. ft.

The dome houses an artificial turf playing field; a gym/workout area (cardio, body building, free weights); a multi-sport court (tennis, badminton, pickleball); and a walking/running track. The entrance building comprises separate office and reception areas, an accessible washroom, men’s and women’s change/washrooms and showers, a community room (seating capacity 15), a café, lobby, electrical mechanical rooms and an air lock entrance to the dome. Figures 5-8 and 5-9 are two views of the Dome’s interior. Total construction costs for the facility were $4,021,730.34 (2018). The dome is one component of a new recreation campus in the early development stages that will also include a multi-use building.



Figure 5-8: Russell Sports Dome: workout area, track and artificial turf field



Figure 5-9: Russell Sports Dome: multi-sport court

These types of spaces are conducive to a range uses, depending on local needs and interests, including (but not limited to) drop-in and registered programming such as fitness, parent and tot time, family turf time, senior fitness; rentals for organized community sports/ recreation on courts and fields; golf driving range; open track time; and private rentals for parties.

Additional considerations include:

- As its primary focus is an artificial turf sports field that can be used for other gymnasium-related purposes, it is not comparable to a traditional gymnasium
- Unlike a traditional structure, the interior space is essentially undifferentiated, which limits the range of program/activity types that can be accommodated
- Hydro is a significant operating cost, both for the dome’s air support, and indoor temperature control (heating in winter and air conditioning in summer)

Location and Site Variables

Along with costs, the Township’s size, and dispersed settlement pattern introduces a number of mutually dependent location and site variables for a new centre. In determining the preferred site for a new centre, these variables (and others that may become apparent) would need to be translated into criteria that can be measured based on the relative importance assigned to each. The criteria and their weighting should be developed in consultation with the community.

Variables related to proximity to users include:

- Proximity to existing and future residential populations
- Travel time from settlement areas
- Proximity to other compatible uses (e.g., parks, schools)

The above noted variables consider proximity to both residents and other likely concentrations of users, as well as a strictly geographic location in relation to travel time.

Regardless of where a new complex is developed in South Frontenac, it will not be close to all potential users. The community had many suggestions on where it should be located including: Sydenham/High School, Harrowsmith (mentioned several times), Battersea, Rutledge Road and Perth Road, the empty quarry site in Hartington, north of Perth Road, Sunbury, Inverary, north of Gilmour, old cheese factory site and central site in Township.

In terms of future population, to the east of Sydenham Road there are approximately 250 residential subdivision lots and condominiums currently (May 2021) active in the application, draft or final stage of development. To the west of Sydenham Road, active lots total 34. Population growth in the foreseeable future, therefore, will be concentrated in the east end of the Township.

Facility Co-location and Expansion

- Desirability of co-locating recreation, municipal administrative space and other compatible indoor facilities
- Anticipating longer term development of indoor/outdoor recreation campus
- Leveraging possible joint capital or operating opportunities

These variables consider the potential to co-locate other, compatible indoor and outdoor facilities on a single site. As noted above, a

new centre could incorporate facilities and space beyond those required for indoor active recreation. At the same time, the design and construction of the centre could also anticipate the future addition of new components (e.g., library space) some of which might lead to future cost-sharing agreements.

The potential to integrate indoor and outdoor spaces should also be considered in facility planning and design. A roll-up 'garage' door that connects a gym or large multi-purpose space to an outdoor activity/event space and/or a park area will enhance programming potential.

Although the Master Plan does not anticipate the need for new outdoor playing fields/courts during its term, such needs may emerge later and planning for this eventuality should be considered. It may also have implications for the design of indoor facilities (e.g., anticipating potential washroom access from outdoors).

Land Requirements:

- Availability of sufficiently sized, developable municipally owned land
- Need to acquire/access non-municipal lands
- Site servicing capabilities

All the above variables will affect the need for sufficient space in a preferred location for development. Based on the Master Plan's inventory, the largest municipally owned sites, which are at least partially developed are the arena site (4.32 ha) and Sydenham Point Park (5.44 ha). If Loughborough Public School site is considered in conjunction with the Park, it represents an additional 4.21 ha. The scope of development will also impact the costs of site servicing, particularly at locations that are not part of the municipal water and sewage system.

Ongoing Operating/Asset Management Costs

Ongoing operating costs and asset management requirements will vary depending on the preferred facility option. They are essential to consider as they can be significant, will represent a long-term financial commitment and will need to align with cost recovery targets as per the user fees policy. A pro forma, based on realistic assumptions, that details operating costs and revenues for a period from opening (typically 5 years), can help anticipate the net costs of facility operations.

Need and Budget Driven Planning

The facility options outlined above illustrate two considerably different ways to go about providing an indoor multi-purpose recreation centre, and there are many potential variations within these two approaches. Although needs specific to South Frontenac will be the primary drivers in terms of facilities to be included in a multi-use centre, ideally an estimated capital budget for its development should be set before detailed planning is undertaken. The key reason for this is to be able to optimize available funding in meeting all facility needs, as it will require trade-offs in at the detailed design stage.

The anticipated capital budget should reflect an amount that could be spent without outside grants if none are forthcoming. A pre-determined cap on capital allocation will inform the parameters to be issued in an RFP for a facility feasibility study that are in line with arriving at an affordable concept for South Frontenac that meets community needs. The scope for an RFP for a feasibility study should include an assessment and evaluation of the items discussed above: addressing gaps in available facilities after repurposing and programming are further implemented, building options, location and site variables and ongoing operating/asset management costs.

Building a Base of Facility Use

In the short and medium term, active indoor program development should look at existing gymnasiums. There are seven schools in the Township, of which one is a secondary school. Community use of these facilities appears to be limited. This may be due to unavailability, cost or both. The Harrowsmith Free Methodist Church also has a gym, although it was reported that heating issues make it unusable/difficult to use in the winter.

The Township should first explore the potential to access the Sydenham High School gym for community programming, and to address the heating problem in collaboration with the Church for access to its gym. The Church gym may be able to accommodate daytime programming that cannot occur in schools. Additional access to school gyms should be considered as demand for active programming grows or to improve geographic access to services in different parts of the Township. Further accessing existing gyms in the community to build indoor active programming will contribute to verifying demand for municipal space of this type in a multi-use centre.

F43. Commit to the future development of a multi-purpose hub for active sport/recreation to help determine the scope of more immediate programming/renovation objectives for Storrington Centre and Glendower Hall, and Fermoy Hall

F44. Set estimated capital budget for new municipal indoor multi-purpose hub for active sport/recreation

F45. Establish parameters for feasibility study RFP to assess and evaluate options for an indoor active sport/recreation hub

F46. Investigate the feasibility of increased access to existing gyms for active sports programming

F47. The Township of South Frontenac should not provide an indoor pool during the term of the Plan

F48. Consider offering a shuttle service to the nearest indoor pool in Kingston on peak program days to help residents' access the City's services

SOUTH FRONTENAC

RECREATION, PARKS, AND LEISURE MASTER PLAN

6.0 PARKS, TRAILS AND BOAT LAUNCHES

SOUTH FRONTENAC

6.0 Parks, Trails and Boat Launches

Introduction

This section presents the needs assessment and resulting recommendations for parks, trails and boat launches in the Township. The section is broken down as follows:

- park classification, supply and distribution
- trails
- boat launches
- what we heard
- guiding principles
- considerations for big ticket items
- general and park-specific recommendations

6.1 Park Supply and Classification

Inventory

South Frontenac has 17 municipal parks, and three parks owned by not-for-profit organizations (Lions mini-park, Ken Garrett Memorial Park and Bellrock Hall Park). The parks feature open green space, playgrounds, pavilions, basketball courts and beaches. They also include ball diamonds, tennis/pickleball courts, soccer fields and horseshoe pits, which are all discussed in the outdoor facility section of this Plan. South Frontenac residents have access to playgrounds and fields at seven public schools, and trails and natural space at six conservation areas in the Township. The facilities provided at each of these parks are summarized in Table 6.1.

Davidson Beach

Table 6-1: South Frontenac Parks and Amenities Inventory

Type	Name	Location	Size (ha)	Playground	Benches/Picnic Areas	Washrooms	Volleyball Court	Beach	Ice Rink	Basketball Court	Running Track	Canteen	Off-Leash Dog Park	Horseshoe Pits	Pavilion	Parking
Municipal	Frontenac Community Arena	Godfrey (Piccadilly)	4.36		1				1			1				1
	Battersea Baseball Diamond	Battersea		1	1	1				1		1				1
	Dave Bowes Memorial Ball Park	Sydenham	2.83	1	1	1						1				1
	Centennial Park	Harrowsmith		1	1	1						1	1	1	1	1
	Davidson Beach	Inverary	4.32		1										1	1
	Gerald Ball Memorial Park	Sunbury		2	1	1				1		1		1		1
	Gilmour Point Beach	Battersea	0.50		1	1		1							1	1
	Glendower Park	Godfrey	1.44	1	1	1				1						1
	Harris Park/Hall	Perth Road		1	1											1
	Inverary Ball Park	Inverary	1.28	1	1	1										1
	Latimer Community Park	Inverary	0.84	1	1					1					1	1
	McMullen Park Beach	Verona		1	1	1		1							1	1
	McMullen Soccer Park	Verona														1
	Loughborough Memorial/Sydenham Point Park	Sydenham	5.44	1	1	1		2			1	1			1	1
	Princess Anne Community Center	Harrington	0.65													1
	Tett Park	Perth Road	1.55	1	1											1
	Wilmer Ball Park	Wilmer	2.83	1	1	1						1				1
	Total Municipal		**26.04**	**13**	**15**	**10**		**4**		**4**	**1**	**8**	**1**	**3**	**6**	**17**
School Boards	Harrowsmith Public School	Harrowsmith	3.66	2						2						1
	Loughborough Public School	Sydenham	4.31	2						4						1
	Perth Road Public School	Perth Road	4.87	2						3						1
	Prince Charles Public School	Verona	3.01	1						1	1					1
	St. Patrick's C.S.	Harrowsmith	2.25	2						2	1					1
	Storrington Public School	Battersea	4.94	2	1		1			4	1					1
	Sydenham High School	Sydenham	1.33		1											1
	Total School Boards		**24.37**	**11**	**2**		**1**			**16**	**3**					**7**
Non-Profit	Ken Garret Memorial Park	Inverary		1	1	1				1		1				1
	Bellrock Hall Park	Verona		1						1						
	Lions Club Mini Park	Verona		1												1
	Total Non-profit			**3**	**1**	**1**				**2**		**1**				**2**
Conservation Areas	Milburn Creek Property	Battersea	91		1											
	Frontenac Provincial Park	Sydenham	5,214		1	1		1							1	
	Gould Lake	Sydenham	589		1			1								
	Depot Lakes Conservation Area	Verona	1,214		1	1		1								
	Portland Conservation Area	Verona	23		1	1									1	
	Elbow Lake Environmental Education Centre	Perth Road	427		1	1		1							1	
	Total Conservation Areas		**7,558**		**6**	**4**		**4**							**3**	

Park Classification, Supply and Distribution

Classification

A parkland classification system encourages an adequate and appropriate supply of parks in the Township by outlining for each park type: a description, list of features and amenities, the number of hectares currently provided and target uses/users. Table 6-2 details a recommended park classification system for South Frontenac, and organizes the current inventory of parks by the five proposed park type categories: Recreation Hubs and Beaches, Community Parks, Neighbourhood Parks, Parkettes/other and Trails.

Table 6-2: Proposed Park Classification System

	Description	Current Provision	Examples of Design, Facility and Program Considerations	Existing Parks in this Category
Recreation Hubs and Beaches	A park or group of closely connected parks with amenities or facilities that serve the whole Township as well as visitors. Is connected to the trail network, near a major road, may share a site with or abut a recreation facility or school. Generally 4 ha in size or larger.	31.72 ha 1.6 ha/ 1,000 people	Mix of manicured, natural and hardscape Can include sports fields fir for league play, net-sport and multi-use courts, play structures, beaches suitable for swimming, skateboard parks, pump tracks, passive space, trails, gardens, lighting, seating, other supports for special events (stages, electrical hook ups, covered areas etc.). Has washrooms and parking.	Centennial Park McMullen Park Beach and McMullen Soccer Park (Verona Park) Sydenham Point Park Davidson Beach (also called Loughborough Beach) Gilmour Point Beach
Trails	Includes unpaved hiking trails, paved multi-use trials, as well as on street cycling facilities. Can be located throughout the Township, in all types of land uses	NA	Design based on trail type Wayfinding signage, benches, lighting and trailheads with parking, bike racks, washrooms, and mapping	Non-municipal: K&P Trail, Cataraqui Trail, Rideau Trail

Table 6-2: Proposed Park Classification System (continued)

	Description	Current Provision	Examples of Design, Facility and Program Considerations	Existing Parks in this Category
Community Park	A park that serves multiple neighbourhoods, and serve a limited community-wide function. Has some specialized facilities and support amenities. May be near major road, prominent street frontage, may share a site with or abut a recreation facility or school. Generally 2 ha in size or greater.	11.6 ha 0.6 ha/ 1,000 people	Mix of manicured, natural and hardscape Can include sports fields fit for league play, net sport or multi-use courts, play structures, skateboard parks, pump tracks, passive space, trails, gardens, lighting, seating, Has washrooms and parking.	Frontenac Community Arena Park Dave Bowes Memorial Ball Park Gerald Ball Memorial Park
Neighbourhood Park	A park intended to serve the needs of residents within 5 to 10 minutes walking distance, and serve as a neighbourhood focal point. Central to neighbourhood, may be adjacent to schools or other institutions Generally 1 – 2 ha in size	10.6 ha 0.5 ha/ 1,000 people	Mix of manicured, natural and hardscape Informal sports fields/ courts, play structures, passive space, trails, gardens, lighting, seating. May or may not have washrooms and/or parking.	Battersea Ball Diamond Glendower Park Harris Park Inverary Ball Park Latimer Park Princess Anne Community Centre Park Tett Park Wilmer Ball Park
Parkettes/Other	A small park that can be located in any part of the Township, including along trails. Depending on amenities and location, they can serve different purposes. May be integrated with natural areas, trails and/ or historic attractions; high elevation points with scenic views; downtown/mixed-use areas Generally less than 1ha in size	NA	Mix of manicured, natural and hardscape Examples: passive space, trails/paths, gardens, lighting, seating	Bellrock Mill* Petworth Mill*

* The Mills are owned by the Township with plans to develop them as parkettes, however, they are not currently functioning as parkettes

Supply and Distribution

Table 6-3 on the following page shows the current provision of each park type in South Frontenac, and the supply or targets of the same park types in comparable communities. The comparable communities were selected for their size, geography (rural with dispersed settlements) and proximity to another mid to large urban centres (similar to the relationship between South Frontenac and Kingston).

The provision of parks in South Frontenac is on the low end compared to the other municipalities. The total average amount of park provision is approximately 3.4 ha/1,000 people, and in South Frontenac it is 2.7 ha/1,000 people. However, it should be noted that these estimates do not capture access to private spaces and waterfronts; they only consider municipally provided parks. Of each park type, the relative supply of Community Parks in South Frontenac is lowest compared to others.

Table 6-3: Comparison of park provision levels and targets in comparable municipalities

	Provision Level or Target				
Municipality & Population	**Recreation Hubs**	**Community Park**	**Neighbourhood Park**	**Parkette/Other**	**Total (service level or target)**
South Frontenac* 19,900 (2021)	1.6 ha/1,000 population	0.6 ha/1,000 population	0.5 ha/1,000 population	N/A	2.7 ha/1,000 population
Township of King 24,512 (2016)	0.7 ha/1,000 population	1.5 ha/1,000 population	0.8 ha per 1,000 population	N/A	3 ha/1,000 population
Township of Scugog 21,617 (2016)	3.0 ha/1,000 population (combined standard)		1.0 ha/1,000 population	N/A	4 ha/1,000 population
Selwyn Township 17,060 (2016)	N/A	4.7 ha/1,000 population	0.4 ha/1,000 population	N/A	5.1 ha/1,000 population
Township of Brock 11,642 (2016)	N/A	1.6 ha/1,000 population	0.7 ha/1,000 population	0.2 ha/1000 population (Passive Open Space)	2.5 ha/ 1,000 population
County of Brant 36,707 (2016)	1 ha/1,000 population	1.2 ha/1,000 population	0.5 ha/1,000 population	N/A	3 ha/1,000 population
Average	**1.2 ha/1,000 population**	**1.9 ha/1,000 population**	**0.7 ha/1,000 population**	**0.2 ha/1,000 population**	**3.4 ha/1,000 population**

*Note: South Frontenac provision numbers calculated based on the classification system above and estimated park sizes. For park sizes that were not available, provision levels in the relevant category will be higher.

Distribution

Each settlement area is supplied with one or two parks shown in Figure 6-1. Of all areas, Perth Road has the least parkland and public recreation opportunities, with only a playground at Harris Hall and Park, although residents in Perth Road are only a short drive to Wilmer Ball Park.

The issue of park supply and distribution must be considered in South Frontenac's specific context. What is considered good planning practice is often based on densely developed urban areas, and is not necessarily applicable to a low density, dispersed community like South Frontenac. For example, park provision standards for urban communities consider the physical and mental health needs for residents in homes with little or no private outdoor space. This differs considerably from many residents in South Frontenac who have access to more private recreation space (e.g., large lots, waterfront properties). Therefore, the need to supply public greenspace is not as pressing in South Frontenac from a physical and mental health perspective. At the same time, not all residents have adequate access to private outdoor space. Moreover, public green spaces and parks offer more than individual physical and mental health benefits to residents. This includes supporting placemaking and community-building, by providing places for people of all ages to come together and recreate. For this reason, the Township should continue to invest in improvements to existing parks to make them accessible and appealing to all residents.

Given the current supply of parks, which is supplemented by access to private outdoor space, the Township does not need to add any new parks in the near future. However, with upcoming developments, particularly in and near the designated primary settlement areas of Verona, Sydenham and Inverary, the Township should ensure that adequate parkland is supplied to new subdivisions and that any new parks are connected by pedestrian trails or pathways to existing parks, trails and amenities.

Municipal Parks

1 Frontenac Community Arena
2 Battersea Baseball Diamond
3 Dave Bowes Memorial Ball Park
4 Centennial Park
5 Davidson Beach
6 Gerald Ball Memorial Park
7 Gilmour Point Beach
8 Glendower Park
9 Harris Park/Hall
10 Inverary Ball Park
11 Latimer Community Park
12 McMullen Park Beach
13 Point Municipal Park
14 Princess Anne Community Center
15 Tett Park
16 Wilmer Ball Park

Schools Board Parks

17 Harrowsmith P.S.
18 Loughborough P.S.
19 Perth Road P.S.
20 Prince Charles P.S.
21 St. Patrick's C.S.
22 Storrington P.S.
23 Sydenham H.S.

Conservation Areas

24 Milburn Creek Property
25 Frontenac Provincial Park
26 Gould Lake
27 Depot Lakes Conservation Area
28 Portland Conservation Area
29 Elbow Lake Environmental Education Centre

Privately Owned

30 Ken Garrett Memorial Park
31 Lions Club Mini Park

Trails

K&P Trail
Cataraqui Trail
Rideau Trail

Washroom
Playground
Ice Rink/Arena
Beach
Multi-Sports Court
Basketball
Canteen/Kitchen
Tennis/Pickleball
Dog Park
Horseshoes
Pavillion
Volleyball
Running Track
Baseball
Soccer
Settlement Area
Settlement Map
Provincial Park
Lakes/Rivers
Roads
Municipal Boundaries

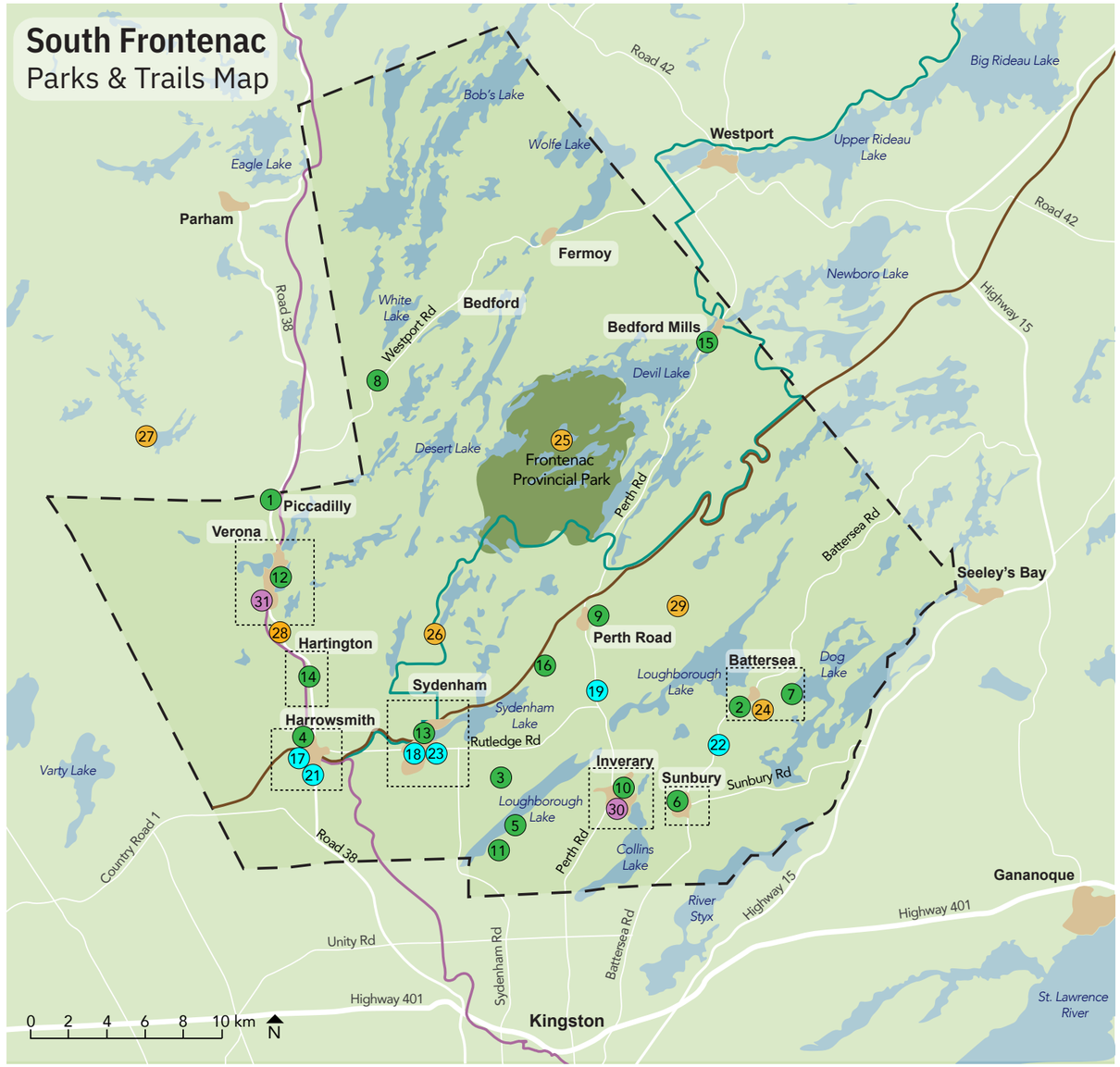


Figure 6-1: Parks and Trails Map

6.2 Trails Supply

Inventory

While the Township does not have any municipally owned or managed trails, it does have three important regional off-road nature trails that pass through its borders: The Cataraqui Trail, K&P Trail and the Rideau Trail. The Cataraqui Trail and K&P Trail are both part of the Trans Canada Trail and follow old rail lines, making them ideal for cycling in the summer and snowmobiling in the winter. The Rideau Trail is a more traditional hiking trail.

Table 6-4 below provides more details on each of these trails. Figure 6-1 on the previous page provides a map of the trails.

Table 6-4: South Frontenac Trail Inventory

Trail/Length/Surface	Start/End	Key Access Locations/ Trailheads	Uses
Cataraqui Trail 39 km Gravel Small section of stone dust	• County Road 1 East to Chaffey's Lock	• Perth Road • Colebrook Road • Road 38 • George Street • Perth road • plus additional minor street crossings	• Hiking • Cycling • Equestrian • Cross Country • Skiing • Snowshoeing • Snowmobile (OFSC trail)
K&P Trail 40 km Gravel	• Vinkle Road (Ontario) to Osler Road	• Oconto • Tichborne • Howes Lake • Vanluven • Verona • Hartington • Harrowsmith	• Hiking • Cycling • Snowshoeing • Cross Country • Skiing • Snowmobiling (north of Verona)
Rideau Trail 80 km Natural Surface	• Cataraqui Trail at Portland Avenue to McAndrews Road	• Frontenac Provincial Park • Bedford Mills • 6767 Perth Road	• Hiking • Mountain Biking • Snowshoeing • Cross Country • Skiing

Cataraqui Trail

The Cataraqui Trail is owned and managed by the Cataraqui Regional Conservation Authority with support from the Friends of the Cataraqui Trail. The trail spans approximately 39 km through South Frontenac and has history dating back to the 1800s with the construction of railways. Originating in Smith Falls, the Cataraqui Trail enters South Frontenac just west of Chaffey's Locks, continuing to Harrowsmith where it connects with the K&P Trail.

This multi-use trail consists of loose gravel with a small portion paved with stone dust between the Loughborough-Portland Boundary Road and Harrowsmith and a short section west of Hogan Road. While a variety of uses are permitted along the trail, including cycling, horseback riding, skiing and snowmobiling, ATVs are not permitted for use. While the trail is well established, due to its rural nature there are only a few locations with ample parking and signage at trail entrances.

K&P Trail

In South Frontenac, this 40-kilometre section of trail offers year-round recreation opportunities. Part of the original Kingston and Pembroke Railway line, the trail is managed by the County of Frontenac and offers both off-road and on-road routes. The trail enters South Frontenac northwest of Kepler and connects with the Cataraqui Trail in Harrowsmith. The trail continues north, passing through the community of Verona and exiting South Frontenac in Piccadilly. A portion of the trail re-enters South Frontenac to the north of Tichborne.

Consisting mostly of stone dust, the trail is relatively flat and is suitable for a variety of users and mobility types. The trail crosses through farmland, forested areas and numerous waterbodies for a diverse canvas of hiking, biking and more. Major trailheads and connections have ample signage and safety measures to protect users. Because it runs parallel to Highway 38, the trail is relatively easy to access, with amenities along its route through South Frontenac.

Rideau Trail

The Rideau Trail, connecting Kingston to Ottawa, passes through South Frontenac for approximately 80 km. Of the three trails in the region, the Rideau Trail offers a more rugged and challenging user experience. While the trail is a hiking only trail, cross-country skiing and snowshoeing is possible in the winter. The Rideau Trail Association maintains the 387 km of interconnected trails through three clubs (Kingston, Central and Ottawa). South Frontenac's section falls under the purview of the Kingston Club.

One of the more notable destinations along the trail is Frontenac Provincial Park, which has many hiking trails as well as camping opportunities. South of Frontenac Provincial Park, the Rideau Trail connects to the Cataraqui and K&P Trail in Harrowsmith before continuing south towards Kingston.

6.3 Boat Launch Supply

Inventory

With more than 75 waterbodies (lakes, streams, ponds, springs), South Frontenac offers ample recreation for watercraft enthusiasts. The Township owns and operates 20 boat launches and provides 3 water access points for small craft users. There are also 5 boat launches that are not owned or maintained by the Township and are not regulated.

Of the numerous water bodies within South Frontenac, the 20 designated boat launches access 14 lakes. The majority of launches are modest in design, with a gravel path that descends into the water. Due to the rural nature of South Frontenac, many of the launches only have roadside shoulder parking and few to no amenities. A small number of the boat launches have wooden docks for launching and provide parking for 5-10 vehicles. Table 6-5 lists the municipal launches, their locations and amenities.

Table 6-5: Boat Launches in South Frontenac

#	Lake	Location	Amenities
1	Bob's Lake	460 Steele Rd	
2	Buck Lake	7930 Perth Rd	• Gravel path to boat launch • Small parking lot • No parking signs along road • No dock adjacent Launch • Boat storage docks
3	Canoe Lake	1130 James Wilson Rd	• Small launch directly adjacent the road • Roadside parking
4	Desert Lake	2460 Desert Lake Rd	• Boat Launch directly off road • Small wooden dock • Shoulder parking
5	Devil Lake	8771 Perth Rd	• Short gravel boat launch • Directly off the road • Shoulder parking
6	Dog Lake (Shipyards)	1863 Wellington St.	• Metal access ramps (old) • Wooden dock (worn) • Gravel parking lot across the street
7	Dog Lake	1830 Hitchcock Dr.	
8	Dog Lake	1519 Ormsbee Rd.	
9	Kingsford Lake	40 Kingsford Lake Dam Rd.	• Part of Frontenac Provincial Park
10	Knowlton Lake	5120 Knowlton Lake Rd.	• Shoulder parking
11	Loughborough Lake	5060 Lower Round Lake Rd	• Small parking lot
12	Loughborough Lake	2250 Water St. (Battersea)	• Long wooden dock • No parking • Signed: "No Power Loading"
13	Loughborough Lake	316 Koen Rd.	
14	South Otter Lake	6473 Salmon Lake Rd.	• Within Provincial Park
15	Sydenham Lake	4410 Point Rd.	• Dock at launch area • Adjacent park and beach • Parking available
16	Upper Rock Lake	4151 Opinicon Rd	
17	Verona Lake	4234 Salmon Dr.	• Small parking lot
18	Verona Lake	4278 Water St.	• Shoulder parking (small)
19	Wolfe Lake	4041 Westport Rd.	• Small asphalt launch • Directly off road • No parking
20	Wolfe Lake	Hanna Rd	

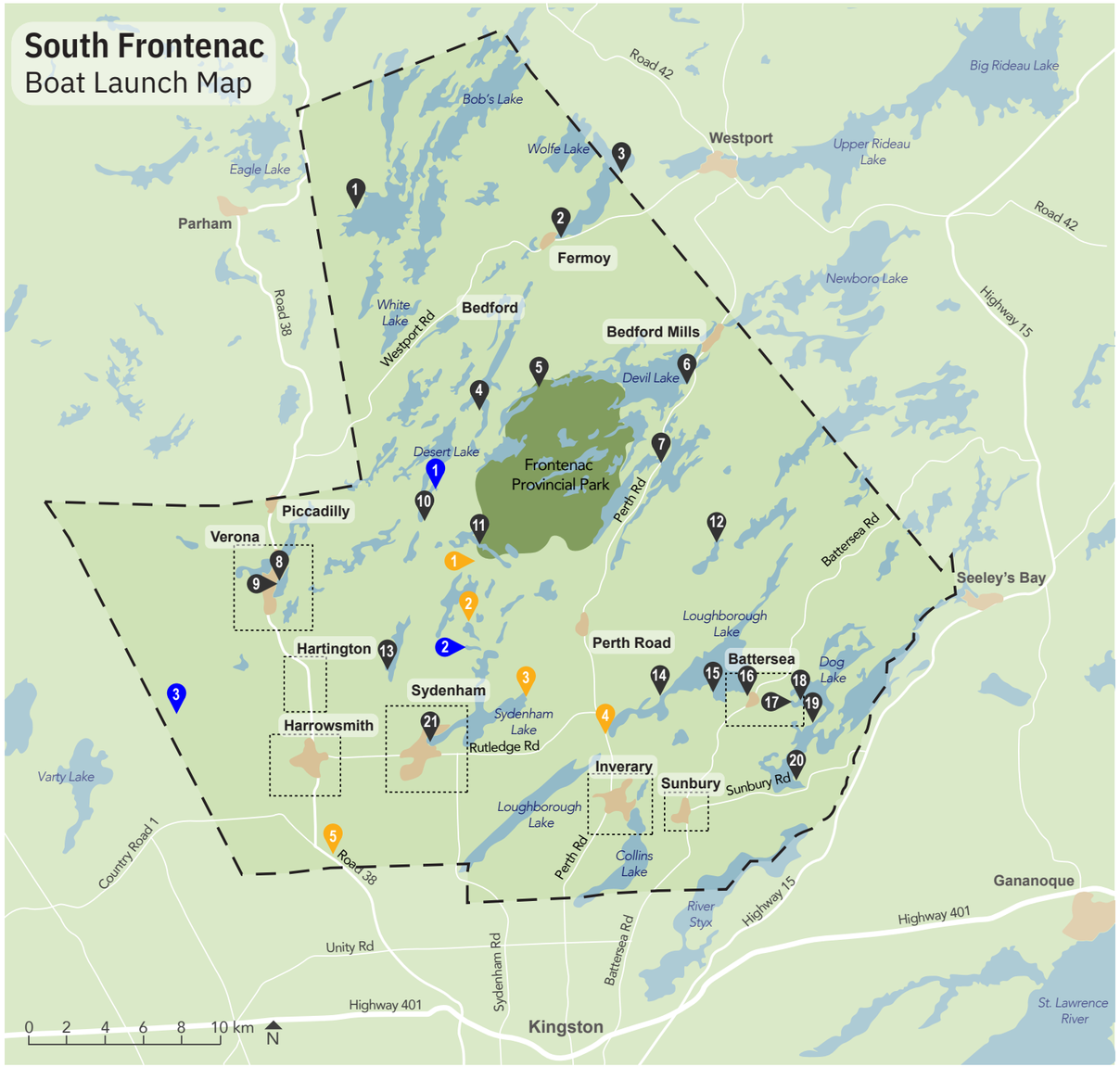


Figure 6-2: Boat Launch Map

Township Boat Launches

1. **Bob's Lake** - 460 Steele Road
2. **Wolfe Lake** - 4041 Westport Road
3. **Wolfe Lake** - Hanna Road
4. **Canoe Lake** - 1130 James Wilson Road
5. **Kingsford Lake** - 40 Kingsford Lake Dam Road
6. **Devil Lake** - 8771 Perth Road
7. **Buck Lake** - 7930 Perth Road
8. **Verona Lake** - 4234 Salmon Drive
9. **Verona Lake** - 4278 Water Street
10. **Desert Lake** - 2460 Desert Lake Road
11. **South Otter Lake** - 6473 Salmon Lake Road
12. **Upper Rock Lake**- 4151 Opinicon Road
13. **Knowlton Lake** - 5120 Knowlton Lake Road
14. **Loughborough Lake** - 316 Koen Road
15. **Loughborough Lake** - 5060 Lower Round Lake Road
16. **Loughborough Lake** - 2250 Battersea Water Street
17. **Dog Lake** - 1863 Wellington Street
18. **Gilmour Point Beach** - 1763 Wellington Street
19. **Dog Lake** - 1519 Ormsbee Road
20. **Dog Lake** - Maple Hill Estates,1830 Hitchcock Drive
21. **Sydenham Lake** - 4410 Point Road

Non-Township Boat Launches

1. **Loughborough Lake** - 4737 Perth Road
2. **Cronk Lake** - 5976 Bedford Road
3. **Sydenham Lake** - Wilmer Road
4. **Millhaven Creek** - 3793 Road 38
5. **Pearkes Lake** - Salmon Lake Road (300m north of outfitters)

Small Craft Launching Points

1. **Mitchell Creek** - 7880 Canoe Lake Road
2. **Napanee River** - 1025 River Road
3. **Little Long Lake** - 5700 Bedford Road

- Settlement Area
- Settlement Map
- Provincial Park
- Lakes/Rivers
- Roads
- Municipal Boundary

6.4 What We Heard

Use

In both random telephone and online resident surveys the large majority of respondents do visit parks facilities (random survey: 73%, online: 91%), and 27% (random) and 8% (online) do not use them[1] (Figure 6-3).

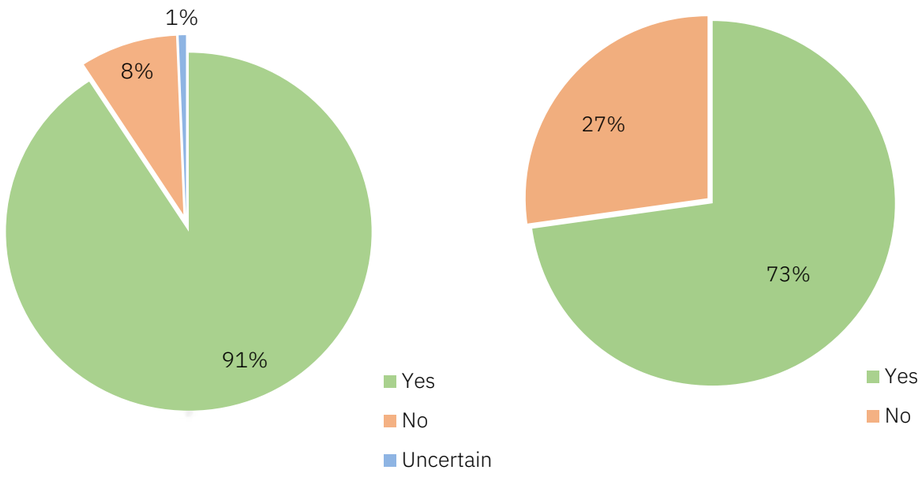


Figure 6-3: Use of parks and facilities from the online survey (pie on the left), and resident survey (pie on the right).

1 Note, the random survey asked if residents used any “facilities, parks or beaches”, and the online survey asked if they used “municipal outdoor facilities, parks or beaches,” so the random survey answer included use of indoor facilities as well.

The random survey asked respondents in which communities they or members of their households use parks and facilities, and the top choices were Sydenham (21%), Verona (19%), Inverary (13%), Battersea (11%), and Harrowsmith (9%). This aligned with the responses from the online survey, with parks in those settlement areas also being listed most frequently (see bolded text in Table 6-6).

Table 6-6: Question 4 from the random telephone survey: At which of the following municipal outdoor facilities, parks or beaches have you or other members of your household participated in organized programs and/or unstructured activities? (please select all that apply)

Park/Beach Name or Location	Settlement	Organized Programs % (#) of Respondents*	Unstructured Activities % (#) of Respondents*	Total # of Respondents
Sydenham Point Beach	**Sydenham**	36.5% (107)	90.4% (265)	293
Sydenham Point Memorial Park	**Sydenham**	46.9% (106)	84.5% (191)	226
Centennial Park	**Harrowsmith**	56.9% (115)	80.7% (163)	202
Gilmour Point Beach	**Battersea**	24.6% (27)	92.7% (102)	110
McMullen Beach Park	**Verona**	28.6% (30)	90.5% (95)	105
Davidson Beach	**Inverary**	5.9% (6)	97.1% (99)	102
Inverary Ball Park	**Inverary**	65.4% (66)	48.5% (49)	101
Battersea Ball Park	**Battersea**	69.9% (65)	43.0% (40)	93
Gerald Ball Memorial Park	Sunbury	59.6% (53)	62.9%(56)	89
Dave Bowes Memorial Ball Park	**Sydenham**	77.4% (41)	43.4% (23)	53
Wilmer Ball Park	**Sydenham**	82.6% (38)	26.1% (12)	46
Tett Park	Bedford Mills	4.0% (1)	100% (25)	25
Latimer Community Park	**Inverary**	41.7% (10)	66.7% (16)	24
Harris Park	Perth Road	53.9% (7)	61.5% (8)	13

*Note: Proportions of respondents are based on the total number using the park or location.

Needs

When asked why respondents do not use parks or facilities, the most common response was that nothing prevents them or a member from their household from participating/ using (random: 50%, online: 52.8%). Other frequently mentioned reasons were (% random survey, % online survey):

- lack of time (14%, 13.6%)
- not being aware (5%, 21.1%)
- programs or activities of interest not being provided (7%, 19.6%)
- having no one to participate with (5%, 4.8%)
- lack of amenities in parks (e.g., Wi-Fi, benches, picnic/shade areas, bike parking) (3%, 12.6%)
- facilities/parks are too far from home (1%, 10.6%)
- too few opportunities for parents/guardians and children to participate together (1%, 8.3%)

Reasons such as 'nothing prevents use,' 'lack of time,' or 'too far from home' may not be reasons the Township can address directly. Park improvements, however, can potentially increase residents' overall use of these assets and may encourage active participation in the majority that now report 'no barriers.' These considerations were taken into account in developing the recommendations provided in this section. Programs, and communications about programs and parks, are discussed in more detail in the programs section.

6.5 Nature and The Outdoors: Guiding Principles for Providing Outdoor Municipal Spaces

This section describes underlying principles to guide park, trail and boat launch provision over the next 10 years. They were identified as being important to the community, and have been applied as key considerations in this assessment and the resulting recommendations.

Environmentally Focused Parks and Waterfront Planning and Management

With over 75 water bodies, a number of conservation areas, and its location within the Frontenac Arch Biosphere, South Frontenac has a wealth of natural resources. It was apparent from consultations with the community for this project, and the newly adopted Township brand, that environmental health is highly valued, and preserving the natural assets of South Frontenac is a top priority. In resident surveys, additional comments often focused on nature and the environment (see Figure 6-4). In the branding survey, which focused on what residents loved about South Frontenac and community identity, the words "nature" or "natural" appeared 140 times; "beautiful" or "beauty" (as words to describe South Frontenac) appeared 202 times; "environment" appeared 20 times; and "lakes" appeared 238 times.

Many communities face concerns over balancing increased outdoor activity with environmental protection. This is definitely the case in South Frontenac where the peace and quiet of the natural environment attracts residents and visitors as much as recreational activities within these spaces do. It is essential, therefore, that environmental well-being assumes the top priority in determining the type and extent of human activity that can occur in natural spaces.

"The natural beauty of the area is what attracted us to the region and is South Frontenac's greatest asset. The long term plan should be striving to preserve/ protect our environment and develop programs/trails/activities that encourage participation and enjoyment while working in harmony with nature."

"All decisions should be made with environmental stewardship and education in mind."

"Please plan in such a way that it protects our environment and the wildlife. Develop policies rooted in environmental sustainability — dark sky policies, recycling, no development on wetlands etc."

Figure 6-4: Comments from Master Plan resident survey



Boat cleaning signage at the Cataraqui Region Conservation Association boat launch on Loughborough Lake

Lake Ecosystem Health

South Frontenac is challenged to maintain the health of its lakes while balancing recreation uses such as boating and fishing. Specific concerns identified during consultations for this project were:

- Litter at boat launches: A need for signage and garbage/recycling receptacles at docks and boat launches
- Transfer of invasive species such as zebra mussels: This can be minimized by washing boats before launching. This can be encouraged and supported by educational signage, and providing boat washing stations where possible.
- Water quality: Addressing runoff from farms (phosphorus) and roads (sodium) in particular, and conducting regular testing
- Noise pollution from motorboats, jet skis, etc.: negative effects on people (particularly those who live on a lake) and wildlife due to excessive noise, which may be reduced by limiting the types of boats allowed on a given water body, or time/seasonal limits.
- Shoreline erosion: reducing runoff and restoring habitat through shoreline naturalization, and sensitive development

It is difficult for the Township to address some of these issues due to the lack of by-law enforcement officers (there are three by-law enforcement officers for the whole County of Frontenac). For example, a by-law could be enacted with accompanying signage restricting the use of motorized boats, or requiring boats to be washed before launching, but with no officers to monitor compliance, its effectiveness would rest on the goodwill of lake users. Education and outreach, therefore, are critical for encouraging the buy-in necessary for lake health initiatives to actually result in behavioural change.

The Sydenham Lake Association, in partnership with the Township, Cataraqui Conservation Authority, County of Frontenac and French Planning Services Inc. developed the Sydenham Lake Stewardship Plan in 2017. The Plan details six goals for maintaining healthy lakes: water quality, natural environment, water levels, climate change, land use and development and social and recreational activity. Under these headings the Plan addressed the concerns described above and others, with concrete actions to take in the implementation plan. This Plan can be used a guide for all lakes in the Township.

In addition to the Sydenham Lake Plan, the Township has taken steps to address these concerns through the establishment of the Lake Ecosystem Advisory Committee, whose purpose is to "support the health and welfare of the Township's lake ecosystems and the enjoyment and use of those lakes by residents, visitors and future generations" (Lake Ecosystem Advisory Committee Terms of Reference, 2020, p 1). The Committee comprises the Mayor and two Council members, a maximum of six Lake Association members, a maximum of two citizens, and three non-voting positions held by the Township's Director of Development Services (or designate), the Director of Public Services (or designate) and a representative of a local Conservation Authority (or designate). A duty of the Committee is to "host an annual Lake Associations Forum where members of local Lake Associations and other lakeshore residents can network with one another, share best practices, voice common concerns, discuss emerging trends and provide feedback to the Committee regarding Township policy, strategic plans and budgets" (Lake Ecosystem Advisory Committee Terms of Reference, 2020, p 1). Having been established in 2020, the effectiveness of the Committee at addressing these concerns cannot be gauged, but it appears to be a step in the right direction to ensure that lake ecosystem issues remain top of mind.

Lighting

The Township is undergoing an LED outdoor lighting retrofit project, replacing incandescent outdoor bulbs on streets and in parks with more efficient LED bulbs. This is a simple and effective way to model environment-first park management, by reducing energy use related to parks and outdoor facilities in the Township. Maintenance costs are also reduced since the longevity of the bulbs requires less frequent replacement.

Solar lighting is a second option to consider. A challenge associated with solar lights has been that the lights lack the ability to retain their full intensity for the duration of the night. This may not be an issue for parks and facilities that are officially open/used until 11:00 pm. However, if the purpose of the lights is for safety and they need to remain bright all night, it may be problematic. Solar technology is evolving quickly, and it is now possible to address this issue by setting lighting profiles: pre-set schedules that dictate when the lights operate and their brightness, and the ability to switch to a motion sensor setting during the least used hours of the night.

The cost to use traditional vs solar lighting is project specific. The number of lights required and availability of hydro on site needs to be considered. In a situation where there is no existing electrical service and only one or two lights are required, solar is likely more cost effective. When power is readily available, and multiple lights are required, the payback on solar will be significantly longer and the return on investment may be beyond the life of the constantly advancing technology.

Managed Naturalization

Many parks in South Frontenac contain significant areas of mown grass that is not used for active or passive recreation purposes. Turf areas require significant resources for regular maintenance and provide minimal ecological benefit. Replacing some turf areas with other more diverse types of planting would provide a range of ecological benefits as well as reduce the cost and maintenance burden associated with turf grass. During the spring and summer months, significant staff resources are applied to grass mowing, with staff and equipment employed full time to cut grass throughout the Township on a rotating schedule. In addition to direct costs, already limited staff are precluded from undertaking other important tasks.

Naturalization is the process of allowing natural plant growth to occur, while managing that growth typically by removing/limiting non-native and invasive species and planting and encouraging the growth of desired native species. Naturalization is an important strategy for improving ecosystem health, and, in turn, building climate change resilience. Naturalization, for all its benefits, comes with two main challenges. First, some residents interpret naturalized landscapes as messy and unkempt, leading them to complain and lobby the Township to remove them. Second, contrary to appearances, in the early stages of plant growth, naturalized spaces can require more maintenance and specialized knowledge than mowed lawns, increasing demand on already stretched staff resources. However, within a couple of years, naturalized spaces should require less maintenance and resources than mowed areas.

Municipalities are often caught in the middle as they attempt to moderate between residents who dislike naturalization in parks and residents who want more naturalization for its environmental benefits. Joan Iverson Nassauer is a landscape architect in the field of ecological design, who has studied this problem extensively:

> "Novel landscape designs that improve ecological quality may not be appreciated or maintained if recognizable landscape language that communicates human intention is not part of the landscape. Similarly, ecologically valuable remnant landscapes may not be protected or maintained if the human intention to care for the landscape is not apparent. Landscape language that communicates human intention, particularly intention to care for the landscape, offers a powerful vocabulary for design to improve ecological quality. Ecological function is not readily recognizable to those who are not educated to look for it. Furthermore, the appearance of many indigenous ecosystems and wildlife habitats violates cultural norms for the neat appearance of landscapes."[1]

1 Nassauer, J. I. 1995. Messy ecosystems, orderly frames. Landscape Journal. 14(2): pp. 161-170.

A key direction from that paper that can support efforts in naturalization is to implement "cues to care" – actions that increase the intentionality of naturalized spaces so that it is obvious that the space is deliberate, and that someone is caring for and grooming it. Some of these 'cues' or grooming practices include:

- Bold patterns/clean lines: While naturalized areas will naturally drift and change over time, the initial plantings should be laid out and confined to clear patterns or lines. This will help slowly introduce the idea to residents who request neat gardens.
- Bird feeders and pollinator gardens: Bird feeders and plants for pollinators (e.g., butterfly and bee gardens) communicate the intention of the place (a place for nature), and reinforce that it is not abandoned or neglected. Also, encouraging birds could increase wildlife sighting and appreciation by residents.
- Borders: Borders have the quick ability to make any collection of plants look neater, and can be made by fences, plantings, shrubs, or by mowing around the edges.
- Signage: Educational signage describing the plants and/or process in the naturalized area may also help increase community understanding and, therefore, acceptance. Signage should also encourage visitors to stay out of the area, to avoid trampling plants and exposure to ticks.

The Township should implement some of these practices in future naturalized areas to increase resident support and acceptance. Potential sites for naturalization should be chosen in consultation with the community, and certain parks are suggested in the next section on park-specific recommendations. Consultation is an opportunity to educate about naturalization and develop a design plan that pleases residents. A naturalized garden, border or section could be added to almost any park if the resources are available.

Supporting All Season Outdoor Recreation

Residents in the Township value outdoor recreation opportunities in all seasons. Some municipalities help support all season recreation by offering outdoor programs much as South Frontenac has done with its 'Healthy Kid's Park Drop-In Program,' which offers free outdoor recreation activities for children at local parks. Other potential providers of outdoor programming in the Township can access helpful resources from organizations dedicated to parks and outdoor recreation such as Outdoor Play Canada and Park People. For example, Outdoor Play Canada provides frameworks to assist outdoor play practitioners in developing curricula or programs to foster stronger relationships between children and nature.[1]

The Township can further support outdoor recreation in all seasons by providing certain amenities and attractions, such as:

- shelter from sun and rain
- warming stations
- washroom access
- drinking water sources
- lighting
- seating
- winter events and programs
- snow clearing
- designated trailheads

1 https://www.outdoorplaycanada.ca/portfolio_page/the-nature-playbook/

https://www.toronto.ca/ news/city-of-toronto-launches-parksplayto-and-summer-in-the-6ix-to-provide-free-outdoor-programs-for-children-and-youth-in-toronto/

https://www.mississauga.ca/city-of-mississauga-news/news/free-city-program-gets-kids-active-and-outdoors-this-summer/, https://childcarecanada.org/resources/ issue-files/bringing-outdoors-early-childhood-education

https://www.participaction.com/en-ca/ resources/children-and-youth-report-card

Shelter from Sun and Rain

As a matter of public health and safety, adequate shade needs to be provided in each park, either through tree canopy or a built structure. This is particularly important in playgrounds where young children and their caregivers often spend considerable time, and where scheduled sports games and practices take place.

Strategic tree planting should be a priority for the myriad benefits provided (e.g., shade, carbon sequestration, stormwater management, etc.). In the immediate and short term, however, shade structures and pavilions should also be provided, as trees will take years before reaching maturity and offering the benefits of shade. Larger pavilions intended for groups/special events can both encourage use of parks and help offset costs of providing shade structures.

Warming Stations

A warming station is a partially or completely enclosed space that is available for people to escape the elements and warm up for a brief time. They can be as large or as small as the site allows and can be heated if connected to hydro. An energy efficient option is to equip the shelter with buttons to turn on a heat source for a set period of time, as has been done with some GO Transit shelters. This ensures the heat is only running when people are using it. In South Frontenac, warming stations would be suitable at main trail heads, and at any major park in which year-round use is the focus of future improvements and programming.

Washroom Access

Washrooms are currently provided at most of South Frontenac's larger destination parks open in the summer months, where park use and activity supports the larger community. Washrooms should also be provided at primary trailheads whenever possible (e.g., at the intersection of the K&P and Cataraqui trails on Road 38, Cataraqui trailhead across from Foodland). This may be accomplished through the provision of portable toilets, especially when water and sanitary service is not available. Where feasible, washrooms should remain available year-round, particularly at parks that are the focus of efforts to grow winter programming/activities. For built facilities that are not winterized, portable toilets (i.e., "Porta Potties") can be provided during winter.

Drinking Water Sources

Providing a source of drinking water at parks allows people to increase the length of time they stay and can help prevent heat-related illnesses in hot weather. Drinking water is especially important in parks with sports and other active facilities that people use for more than an hour or two at a time (e.g., ball diamonds, beaches, skate parks, etc.). In addition, given the rural context of much of South Frontenac, parks are often far from stores where people can purchase water.

As South Frontenac has municipal water servicing only in Sydenham, it could be a challenge to provide drinking water in other parts of the Township. Depending on the location, the Township could assess the feasibility of installing a water tank or connecting to well water in order to provide drinking water at a park.

Lighting

At this latitude, winter days can be fully dark by 5:00pm. In order to encourage use of parks and facilities in winter months, this should be taken into account to ensure selected parks, trails and facilities targeted for winter use are sufficiently lit.

Seating

It is sometimes the practice to remove seating and picnic tables during winter months to protect them from the elements, but seating should be selected and placed so that it can be used all year-round to allow people to sit and socialize outdoors.

Winter Events and Programming

The Township can also encourage year-round use of parks by helping to organize and/or promote outdoor winter events. Examples of outdoor winter events from other cold-climate municipalities include snowman building competitions, 'snow roll' bike rides, musical performances, movie nights, scavenger hunts, etc. with accompanying hot drinks, fire pits, bannock, campfire hot dogs and smores. Food vendors (e.g., kiosks, food trucks) are an excellent way to attract people to parks all year round, while supporting local businesses (if vendors are local). Events should be organized by local community groups and have a local focus as many people do not want to travel far during the winter.

Supporting amenities related to shelter from sun and rain, warming stations, year-round washroom facilities, drinking water sources, lighting and winter events are discussed further in the park-specific recommendations section.

Snow Clearance

Main pathways to amenities should be cleared of snow and ice whenever possible. With limited resources it is not possible to clear all the paths in every park, but winter destination parks (parks with winter activities and amenities) and parks that are used frequently, particularly by seniors or parents with young children, should be prioritized for clearing.

Designated Trailheads

Trailheads that are signed, promoted and maintained year-round (i.e., snow clearing) can help encourage year-round trail use. While the County owns many of South Frontenac's trailheads, the Township can work with the County and promote designated trail access points on the Township's website to help encourage use of these trails. Trailheads may include clear signage at the road, designated parking areas and trailhead signage including a map and trail information regarding permitted uses and level of difficulty.

6.6 Considerations for New Facilities

Outdoor Rinks

Community interest in outdoor rinks appears high, based on interviews with Township staff, and many comments received in the online resident survey requested outdoor rinks or skating trails. There are currently no outdoor rinks in the Township, however, the new ice stocksport pad in Centennial Park has the capacity to be flooded.

Fire Hall Rinks

A barrier to creating rinks in the Township is that there is no municipal water service outside of Sydenham. If Fire Hall volunteers are willing to partner, this problem could be addressed as they could help flood the rinks using a water tanker. In addition to partnering with a Fire Hall, it is ideal for any natural rink added to a community to be volunteer led. If the Fire Hall volunteers agree, the Township can set up the boards for the rink, and from there Fire Hall and community volunteers would flood and maintain the rink throughout the winter. The location of the rink would depend on the willingness of Fire Hall volunteers to partner, and the presence of a willing group of community volunteers. If the rink is successful after a couple of seasons, amenities such as seating and a warming hut could be added.

Parking Lot Rinks

Another option is to create a flooded rink in a parking lot near a water body. This has also been done in the Township of Lake of Bays to create a skating loop in a parking lot near a river. Sydenham Point Park would be an ideal location for this as the parking lot near the boat launch is close to the water (making it easier to pump water from the lake), and would fit within the park's role as a community hub.

Determining Rink Type and Location

To determine which type of rink to pursue, and the location, the key considerations would be:

- Adequate space for rink
- Water source
- Supporting amenities (parking, lighting, shelter, access to washrooms)
- Insurance approval

Table 6-7 compares a number of options in relation to these points.

Table 6-7: Considerations for possible outdoor ice rinks

Park/site	Adequate Space?	Water Source?	Supporting amenities	Insurance Approval
Centennial Park	Yes, on the new stocksport lanes	Fire truck	• parking, washrooms (would need to be winterized), seating recommended comfort/ warming station	Approved/not needed
Fire Hall	To be determined by site visits	Can be trucked in using fire tank	• None existing • If successful and with adequate space, potential for parking, seating and warming station	TBD
Sydenham Point Park – parking lot	Yes, in the parking lot	Can be pumped from lake	• Washrooms, parking, potential to warm up in library if open	TBD

A particular location or rink type is not recommended here, as the Township will need to investigate further (e.g., insurance requirements, willingness of fire halls to partner, etc.). The location that is chosen for a permanent ice rink feature should be considered a 'winter destination,' and the Township should provide amenities to support winter use as described above in the section on supporting all season recreation.

Skateparks and Pump Tracks

There are no skateparks or pump tracks in the Township. A skatepark feasibility study commissioned by the Township in 2019 estimated the cost for a new skatepark to be around $500,000; however, the actual cost could vary significantly depending on the size, site, type, etc. Feedback received from focus groups, interviewa and the resident surveys for the Master Plan indicated that there is still community interest in developing a skatepark or pump track. Consultations indicated the community is interested primarily in independent/self-directed recreation opportunities, and that more activities for children and teens are needed. A skatepark and/or pump track would fulfill both needs.

The key considerations are the type of facility and where it should be located:

1. Facility type: A skatepark generally has a variety of ramps, rails and sometimes bowls, and can be used with skateboards, scooters and roller skates/blades. Skateparks can be fixed (e.g., poured concrete, permanent structures) or portable. Portable skateparks can be moved to different locations in the Township. A pump track is a circuit with hills usually used by bikes and scooters. It can be permanent (built into the terrain, a dirt surface or paved), or portable (a plastic structure assembled and secured on top of a surface). Pump tracks are typically less expensive to construct than skateparks; however, if designed from earth mounds, they will require more routine maintenance.
2. Location: Per the discussion in section 1.0 on recreation hubs, new major facilities should be grouped together, and should be in a location that is easily accessible to a significant proportion of the population. In South Frontenac, this is a challenge since population is dispersed. Most parks and facilities are concentrated in the western half of the Township, including the two main hubs, Centennial Park and Sydenham Point Park. Of the two hubs, Centennial Park has space to accommodate a skatepark or pump track, while Sydenham Point does not. McMullen Soccer Park, also in the western half of the Township, and Inverary Ball Park and Gerald Ball Memorial Park on the eastern side, are also potential locations. Table 6-7 below outlines the rationale for considering each of these locations.

Table 6-8: Rationale for developing a skatepark or pump track at South Frontenac parks

Park	Settlement and location considerations	Rationale
Centennial Park	• In Harrowsmith, a secondary settlement area, but near to Sydenham, a primary settlement area • Contributes to building this park as a focal point/hub for recreation in South Frontenac • Some residents may feel that recreation opportunities are being focused in one area, and neglecting other settlements with fewer amenities	• Close to population centres Harrowsmith and Sydenham • Has ample space for a new facility • Complements other potential new developments at the site including the proposed campground (activity for kids while camping) and potential connection to K&P trail (bike the trail to the park to visit the pump track) • No nearby houses to be disturbed by noise • Has washrooms and ample parking
McMullen Soccer Park	• In Verona, a designated primary settlement area • Verona is undergoing a housing study and will be seeing population growth in the near future • Some residents may feel this is too far north, and not accessible to many in the Township	• Contributes to revitalizing this park, and increasing use • With the soccer fields intact, there is not enough space elsewhere to accommodate another facility • Has washrooms and parking (though limited)
Inverary Ball Park	• In Inverary, a designated primary settlement area • Adds an amenity to the eastern side of the Township that currently has comparatively fewer recreation opportunities	• Has some space near the parking lot and playground; however, this space is identified as a potential location for additional pickleball courts if needed in the future • Close to population centres Inverary, Sunbury and Battersea • The Storrington Lions approached the Township during the development of this Plan, stating their interest in working with the Township to develop a skatepark in Storrington District (which includes Inverary, Sunbury and Battersea) • Has washrooms and parking
Gerald Ball Memorial Park	• In Sunbury, a secondary settlement area, but near the primary settlement area of Inverary • Adds an amenity to the eastern side of the Township that currently has comparatively fewer recreation opportunities • New residential developments near the park	• Open space available at park • Close to population centres Inverary, Sunbury and Battersea • More population coming to Sunbury with new residential developments • The Storrington Lions approached the Township during the development of this Plan, stating their interest in working with the Township to develop a skatepark in Storrington District • Has washrooms and ample parking

Each location has its own set of benefits and drawbacks. However, Centennial Park and Gerald Ball appear to outweigh the other options: Centennial for its proximity to larger populations, and suitability as a recreation hub; and Gerald Ball for its proximity to upcoming developments, and the ability to partner with Storrington Lions. In this case, the Township could consider a pilot project with portable equipment set up for a year at each location to test out the success and suitability of the sites. The Storrington Lions could be approached to partner in this project to help purchase the equipment, and the Township would be responsible for moving and installing the equipment. Once the location is settled on, the Township could consider adding a second location in the mid- to late-term (a skatepark in one location and pump track in another location). Once installed, these facilities are low-cost and low- maintenance, and offer free, unstructured recreation opportunities for all ages.

Obstacle Course Playgrounds

Obstacle course playgrounds offer more than the typical climber/monkey bars/slide/swing combination of most playgrounds, featuring, for example, larger/longer climbing courses, rock walls, zip lines and other features. An added benefit of obstacle course playgrounds is that they are more appealing to older children than a traditional playground, and come in different sizes for different age group. Obstacle courses would be suitable to be added to recreation hubs or community parks, such as one of the skate park/pump track locations discussed above, or Sydenham Point Park. Once the Township has determined the location(s) of the skatepark and/or pump track in partnership with the Lions club and local communities, the location of the obstacle course playground(s) can be determined.

Splash Pads

Developing a splash pad in the Township has been a persistent request from residents, and in 2018 the Township completed an informational report on splash pad feasibility.

The report compared costs of splash pads at other municipalities, and discussed the benefits and risks of developing a splash pad in the Township. It also outlined locational considerations and identified Sydenham Point and Centennial Park as prime locations.

The main concerns with developing a splash pad are the significant cost to construct and maintain, amount of water use and required access to a municipal (potable) water source. Based on the 2018 Feasibility Report, and our own experience, we would recommend a splash pad that uses fresh water and discharges to the sanitary sewer system rather than a recirculating system.

If the Township chose to go ahead with a splash pad, Sydenham Point would be ideal in order to be able to connect to the municipal water system. While Centennial has ample space and parking and acts as a recreation hub (as does the Point), it does not have municipal water and thus excludes it as a possibility.

The Township can also offer other water-based activities that are more affordable to provide, and take advantage of the many natural bodies of water available, like beaches/swimming areas, wakeboard cable parks or floating playgrounds, as discussed below.

Wakeboard Cable Park

While currently more popular in Europe, water cable skiing is growing in North America and Ontario. It consists of a cable connected to a motor that can pull a water skier or wake boarder over the water along a route that may be 10 metres wide by 300 metres long. In comparison to being pulled by a boat, this system has numerous advantages such as costs, noise, space requirements, capacity for riders and safety. The infrastructure required for a water cable park includes a power source, a cable connected between two poles, with one pole on land and the other in the water. Floating obstacles (such as ramps) and buoys to demarcate the course are also provided. The system requires an operator to control the speed of the cable, with additional staff to assist with ticket sales and lifeguarding. The Township would need to determine its position on this type of recreation and other potential revenue-generating public/private partnerships, and develop associated policy.



Wakeboarding

Floating Playground

Over the last few years floating playgrounds have become a common feature in many of Ontario's waterfront communities and resorts. Floating playgrounds can range in size and complexity but typically include inflatable elements anchored approximately 20 to 50 metres offshore in deeper water. They may include slides, trampolines and climbing structures of various sizes to accommodate different ages and abilities. Various companies own and operate these facilities and lease the space from the municipality in exchange for being able to charge for the public to use the playground. As part of the agreement lifeguards and staff are provided by the company. If successful, this type of arrangement may generate revenue for the Township. As mentioned above, there needs to be discussion and development of a Township policy on whether to support this type of recreation as well as other revenue-generating public/private partnerships.



Floating playground

6.7 General Park, Trail and Boat Launch Recommendations

Access and Accessibility

Parks need to be upgraded over time to address needs for accessible and safe paths of travel, connections and entrances to on-site buildings (e.g., washrooms, change rooms), and other amenities. Infrastructure must meet AODA requirements regarding seating (benches and picnic tables), playground equipment, playground safety surfaces and pavement surfaces/paths of travel (including tactile warning strips, handrails and ramps). The Township is in the process of making accessibility upgrades to parks as part of ongoing maintenance and upgrades.

Priority should be given to improvements to parks based on public/user safety and accessibility as per the Canadian Standards Association's requirements (CSA) and Accessibility for Ontarians with Disabilities Act (AODA) requirements. This includes but is not limited to:

- playground safety (protective fall surfaces and CSA-approved equipment)
- accessible routes through parks
- seating (location and configuration)
- wayfinding, signage and user information

PK1. Continue to make required accessibility upgrades to parks (including playground safety, routes and wayfinding, seating, shade and bicycle parking) as part of ongoing maintenance and upgrades

Signage and Wayfinding

As a general rule, signage should be provided along major routes, at park, heritage site, trail, boat launch and facility entrances, and throughout the sites as needed. Signs should be AODA compliant. Aside from increasing awareness and user experience, signs contribute to building the community's sense of place when consistent, unique signage is used throughout the Township. South Frontenac recently completed a branding study and developed a new logo to highlight unique aspects of the community: the Canadian shield, lakes and waterways, rural land and soil, and community. The Township should develop a consistent sign design for parks, trails, boat launches, facilities and heritage sites that reflects its brand.

A signage and wayfinding strategy should be developed, which outlines a hierarchy of signs, content, where signs should be located, graphic standards (fonts, colours, icons, etc.), materials and installation details. Where the signs will interface with other jurisdictions, the strategy should be developed in consultation with stakeholders, landowners and public authorities to ensure a coordinated approach. Once the strategy is in place, signs would be fabricated and installed in a phased approach and as part of separate projects and initiatives, many of which are described in this Plan. These could include, but is not limited to, park, trails, boat launch improvements, trailheads and other municipal infrastructure improvement projects.

PK2. Develop and implement Township-branded signage and wayfinding at Township parks, trails, boat launches, facilities, heritage sites and main arterials

Policies

The assessment identified four new park/trail/boat launch policies that are needed to support the Plan's recommendations and implementation.

'Environment First' Park and Waterfront Policy

The actions discussed previously in the environmentally-focused parks and waterfront planning and management section (protecting lake ecosystem health, energy efficient lighting and naturalization) should be formalized in an 'environment first' policy to support their implementation and maintain their priority. The policy could include a vision statement for the department affirming the commitment to environmentally focused park development and management, and act as a guide for future decisions. Such a policy should be developed in consultation with the community to ensure local environmental concerns are addressed (beyond the three discussed here), and residents understand and support intended directions. The development of the policy is also an opportunity for education and buy-in for environmentally responsible practices, as discussed previously.

PK3. Develop an 'environment first' policy to support environmentally focused park and waterfront development and management.

Community Gardens and Orchards

Opportunities for community gardens or edible fruit tree orchards are discussed in detail in the Park-Specific Recommendations section 6.8. Community gardens or orchards require a partnership with community groups or volunteers to help establish and maintain them, and get the most benefit out of the project. For this reason, before edible fruit tree orchard and community garden projects are initiated, a policy should be developed outlining, at minimum, site selection criteria, approved species (for trees) and roles and responsibilities pertaining to supplies, construction, operations, maintenance and programming. The policy may include a contract to be signed by relevant parties to ensure that trees and gardens are properly cared for.

PK4. Before undertaking an edible fruit tree or community garden project, the Township should develop a policy to clarify goals/objectives, roles and responsibilities.

Revenue-Generating Park Experiences

The Township should have an interdepartmental discussion (e.g., including Economic Development) to determine if and how to approach revenue-generating and/or tourism-focused park experiences. Typically a revenue-generating park experience is unique, exciting, marketed heavily and therefore attracts tourism. The wakeboard obstacle course and floating playgrounds discussed previously are two examples. Before making any decisions on providing such a facility with a private partner, the Township should develop a policy outlining the aim, partnership stipulations and location considerations at minimum.

PK5. Develop a policy to guide future decisions on revenue-generating park experiences

Emergency and Safety Policies and Procedures

Emergency and safety policies and procedures are essential to ensure recreation programs and events in South Frontenac are enjoyed by residents and visitors in a safe environment.

The Township has procedures and policies in place to improve the safety of camps facilitated by the Township of South Frontenac, including the Missing Child Protocol and Staff and Child Protocol, which provide steps and guidelines for the Township to handle some emergency situations (e.g., search site practices, etc.).

There are opportunities for policy and procedures to be improved to establish universal protocols that cover all recreational programming beyond just camp and swim programs facilitated by the Township, to include any program or event taking place in a municipally-owned facility or park.

In addition, a universal emergency plan would be useful for not only municipal recreation purposes, but the operation of any program/activity occurring on municipally owned property. The Plan should provide direction to handle situations pertaining to medical emergencies, natural disasters, power failure, fire, lockdown safety, etc.

With regard to COVID-19 safety, the Township does not have its own specific policies and procedures, but followed Provincial and Federal guidelines (e.g., Ontario Government Protocols – COVID-19 Safety Guidelines for Day Camps[2], Government of Canada - Personal and social activities during the COVID-19 pandemic – gathering in public spaces, 2021[3]). The guidelines provided direction on how to operate recreational programs in municipal facilities and public outdoor spaces during the COVID-19 pandemic (e.g., screening guidelines, cleaning protocols, etc.). The Township should continue to defer to provincial and county guidelines as the pandemic unfolds, as best practices are evolving as new information – and new variants – develop over time.

The Township can also refer to professional bodies like Parks and Recreation Ontario that conduct research and consolidate a list of helpful documents for childcare and recreation providers to consider for reference when developing recreational programming for children. The Provincial government also provided guidance by way of the Ontario's Child Care and Early Years Act (CCEYA): Implementation & Important information for Recreation Providers and COVID-19 Resource Page – Tools for Reopening[4]).

The CCEYA is intended to provide guidelines for childcare centres, providers and recreational child and youth program providers to facilitate programming that supports the health and safety of children, provides oversight of providers and helps parents to make informed decisions about child care[5]. Camp programs and episodic recreation programs (e.g., swim lesson, team sports, club activities, etc.) provided through a municipality would be considered authorized recreational and skill building programs under CCEYA. A program must meet the criteria of structure and peration to be classified as CCEYA program[6].

PK6. Update the Staff and Child Protocol and Missing Child Protocol to be applicable to any programs and events at municipally-owned facilities and parks

PK7. Develop a universal emergency preparedness plan

2 https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/prevention-risks/going-out-personal-social-activities-during-pandemic.html#a9

3 https://www.ontario.ca/laws/regulation/200364

4 https://www.prontario.org/COVID-19

5 https://www.ontario.ca/page/recreation-programs-what-parents-and-providers-need-know

6 https://www.prontario.org/policy/childcare

6.8 Park Specific Recommendations

This section discusses recommendations for specific parks. If a park is not included in this section, it means specific changes to that park are not recommended during the term of this Plan. The general park considerations discussed above apply to all parks, including those not listed here.

Centennial Park

Centennial Park is the largest park in the Township, with a variety of facilities and amenities. It should continue to be maintained and developed as a focal point for the whole community. The Park has two ball diamonds, two full soccer fields (and three mini fields), new stocksport lanes, pickleball courts, washrooms, a playground, a dog park, a pavilion, open green space and pathways throughout (see map in Figure 6-5). The Park also contains resident mail boxes, resulting in an animated community hub that people visit regularly, even if just to pick up mail. This section focuses on the unscheduled park facilities and amenities, while the scheduled facilities (ball diamonds, fields, pickleball, stocksport lanes) are discussed in more detail in the Facilities section. The Park is well used, particularly the pickleball courts and dog park, and it is anticipated the recently constructed stocksport lanes will be as well. The Park also hosts a small farmers market in the summer in the parking lot. As discussed above under 'outdoor rinks,' Centennial Park is anticipated to have an outdoor rink (in winter on the stocksport lanes) and as such should be marketed as a 'winter destination' park, with winter comfort amenities provided.

Centennial Park

4500 Centennial Park Road, Harrowsmith



Figure 6-5: Centennial Park Existing Amenities

Existing Facilities

1. Play Equipment: The play equipment is in fair condition, but will need to be updated and replaced in the mid-term. As a recreation hub, it would be suitable as a potential location for obstacle course equipment (Figure 6-6).
2. Pathways and Wayfinding: Movement through the park could be improved with better connections between pathways, and additional directional and informational signage (Figure 6-7).
3. Stocksport lanes: This pad was designed specifically for stocksport/ice stocksport, but can also be used in the summer for sports and events and in the winter as a skating rink. This new facility was opened August 2021. The Township is planning to erect a roof over the rink in 2022. A roof will support events and programming use of the space and ice formation in the winter. The Township should also provide hydro to facilitate programs and events such as stocksport tournaments, farmers markets, food vendors and community events, as well as lighting for using the skating rink in winter months (Figure 6-8).
4. Dog Park: The dog park is reportedly well-used. We received no complaints about the existing park or requests for additional parks (Figure 6-9).



Figure 6-7: Centennial Park Pathways and Wayfinding



Figure 6-8: Centennial Park Multi-Purpose Pad



Figure 6-6: Centennial Park Play Equipment



Figure 6-9: Centennial Park Dog Park

New Facilities and Amenities

1. K&P Trail Connection and Trailhead: The K&P Trail runs to the west of Centennial Park, and is separated from the park by a section of privately-owned land. There is an opportunity here to address the shortage of trailheads and rest stops by developing a trailhead at Centennial Park. To make the connection, the Township will need to approach the landowner to negotiate access across their property. This may include one of many tools including:

    - Purchase
    - Easement/Right-of-Way
    - Lease/License
    - Land Swap

    The possible alignment of the trail is shown on Figure 6-8; however, through access negotiations, the most desirable route would need to be determined.

    A new pathway/designated route will be required in Centennial Park connecting the existing parking lot to the trailhead, which should be in close proximity to the park washrooms. The trailhead should also include a map, water bottle filling station and trail information regarding permitted uses and level of difficulty.

    The alignment of the proposed new connection, the proposed point of connection and amenities to be provided on the K&P Trail link should be developed in consultation with the County of Frontenac as a partner in the project. This should also include the development of signage on the K&P trail directing K&P uses to Centennial Park as a potential destination and trailhead.

2. Campground: There is a large unused parcel of greenspace in the north-west corner of the Park that has potential as a campground. A campground would help address the need for accommodations in the Township, and would provide a potential revenue stream for the municipality. A campground at Centennial Park is ideal for its proximity to the K&P Trail and other activities at the park for campers to enjoy. Some key considerations concerning the development of a campground include:

    - Completion of a market feasibility study to determine if a campground at this site would fill a need in the region
    - Preparation of a business case for the operation and management of the campground. This may include a consideration of operation models (Municipal owned and operated, Municipal ownership, private operator, Private owner/operators, etc.).
    - Development of a campground concept plan, which illustrates the design and configuration of the campground required to support the business case (number of sites, size of sites (tents vs trailers), associated amenities, etc.)

3. Skatepark or Pump Track: As discussed in Section 6.6, Centennial Park is a potential location for a skatepark or pump track. The Park has the benefit of the proposed connection to the K&P Trail for users, washroom facilities and other facilities nearby that offer opportunities for the whole family while visiting the Park. Another important benefit of the site for a skatepark is that it is far from residential properties, as skateparks can be the cause of noise complaints.

4. Warming Hut: The Township should try to secure funding to add a warming station/ skate change room near the stocksport lanes/ice rink, to build Centennial Park as a winter destination and to maximize use of the new rink. A warming hut will allow users to stay longer and be more comfortable. This also applies to sport teams using the rink, and will make the rink more suitable and attractive for game and tournament play

PK8. Replace the playground at Centennial Park with an obstacle course-type playground

PK9. Develop a path and wayfinding system in Centennial Park

PK10. Add a roof structure to the stocksport lanes/ice rink at Centennial Park

PK11. Develop the proposed trail connection to the K&P Trail and trailhead at Centennial Park

PK12. Conduct a market feasibility study for a municipal campground at Centennial Park

PK13. Implement a skatepark or pump track pilot with portable equipment at Centennial Park

PK14. Develop a warming hut at the stocksport lanes/ice rink at Centennial Park

Sydenham Point Municipal Park

Sydenham Point Municipal Park (also called the Point, Point Park and Sydenham Point) is one of the most used parks in the Township according to resident surveys. It is used by the Township to run swim and day camp programs that are very well attended. It is a community hub with a beach, playground, gazebo, ball diamonds, football field and running track, tennis/pickleball courts, washrooms and a busy boat launch (see Figure 6-10). The Park is beside the Sydenham Library and Loughborough Public School, and collectively these properties create a large public campus. As discussed in section 6.6, it is also a suitable location for winter skating on the parking lot.

Sydenham Point Park

4410 Point Road, Sydenham

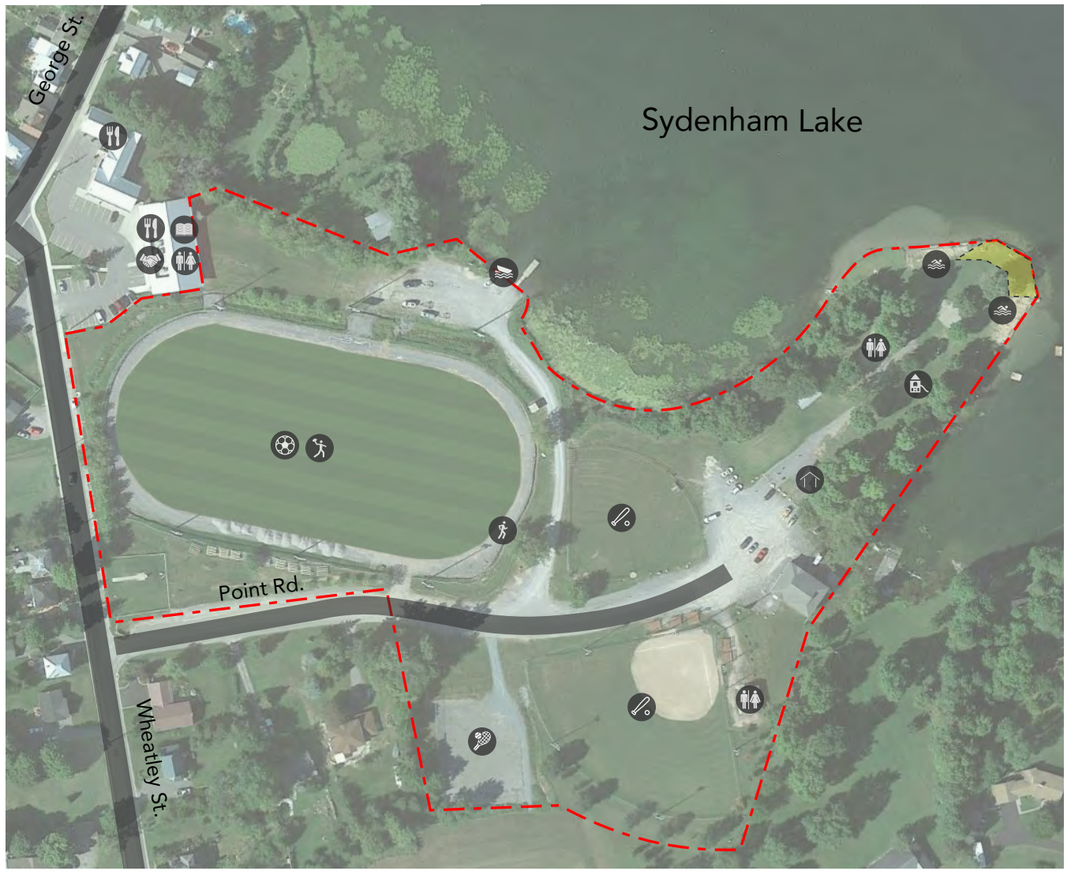


Figure 6-10: Sydenham Point Municipal Park Site Map

0 25 50 M

Legend

- Roads
- Trails
- Park Boundary
- Passive Green Space
- Proposed Beach Expansion

Activities & Facilities

- Washroom
- Playground
- Tennis
- Beach
- Football Field
- Basketball
- Canteen/Kitchen
- Meeting Room
- Pavilion
- Soccer
- Running Track
- Baseball
- Library
- Boat Launch

Existing Facilities

1. Play equipment: This equipment should be improved and expanded, such as with obstacle course equipment, to support the park as a recreation hub and for summer camp activities (Figure 6-11).
2. Beach: There are issues with excessive goose droppings in the beach area, reducing the usable space and causing water quality concerns at times (Figure 6-12).

New Facilities and Amenities

1. Expanded beach area: Given the popularity of the park, programs that are held there, availability of washrooms and parking and its location in a populated area, it is well suited for a small beach expansion.
2. Reading patio: The Sydenham Library backs onto the park, and currently there is small turfed area between the back of the library and boat launch parking area. There is an opportunity to integrate these two sites, drawing library users to the park and park users to the library. In partnership with the library, a reading patio could be added to the back of the library, with seating, tables and umbrellas. An accessible walkway should be added from the patio to the parking lot, along with signage identifying the library and welcoming patrons.
3. Winter skating rink: Assess the feasibility of creating a flooded rink in the parking lot near the boat launch.
4. Beach Area: Shoreline naturalization is effective at discouraging geese presence along waterfronts. However, this may not be an appropriate solution at Sydenham beach as it would limit opportunities for people to access the water for swimming. Therefore, an alternative approach to managing geese is needed. Geese deterrent technology (e.g. Away With Geese) is one possible option. It involves a blinking light that disturbs geese, and causes them to vacate the area. This could be piloted at Sydenham Point as a cost effective and easy to implement solution. If it is effective, the Township could use it at other locations as needed.
5. Splash pad: The Point is an ideal location for a splash pad. The splash pad would contribute to the growth of this park as a community hub, and the location is ideal for use by summer camps and the school. In order to make space for a splash pad, some reconfiguring of the parking lot and/or small diamond may be required. The Splash pad should be located near the playground, washrooms and parking area for ease of use by families.

PK15. Improve and expand the play equipment at Sydenham Point Park

PK16. Expand the beach area at Sydenham Point Park

PK17. Pilot geese deterrent technology at Sydenham point beach

PK18. Approach the library to partner in developing a reading patio and pathway connecting to Sydenham Point Park

PK19. Assess the feasibility of providing a flooded rink in the parking lot at Sydenham Point Park

PK20. Provide a splash pad at Sydenham Point



Figure 6-11: Sydenham Point Play Equipment



Figure 6-12: Sydenham Point Beach

McMullen Beach Park and McMullen Soccer Park (Verona Park)

McMullen Beach Park and McMullen Soccer Park are connected and function as one large space, with the potential to be more of a community hub in Verona with a few improvements to the site and enhanced connectivity (see Figure 6-13). The two parks are already locally known as Verona Park, and that could become the formal name of the hub created by combining the two parks and adding amenities. The parks include two soccer fields, tennis courts, basketball nets, shuffleboard, a playground, staff building for camp and a beach (the fields, courts, basketball nets, shuffleboard and camp building are discussed in more detail in the Facilities section). The parks, which are reportedly not very well used, are located along Verona Lake and are not visible from the main road, Road 38. Verona is currently undergoing a housing study, and there are plans to develop a seniors' housing facility near the parks on Verona Street (shown in yellow in Figure 6-1). Current and future residents of all ages will benefit from an improved community park, with established connections to the new the seniors housing site and main road.

McMullen Soccer Park & McMullen Beach

6089 Carleton Drive, Verona



Figure 6-13: Site map of McMullen Beach and Soccer Parks

Existing Facilities

1. Play Equipment: The play equipment is in good condition, but may need to be updated and replaced near the end of the term of this Plan (Figure 6-14).
2. Basketball net: The current basketball net is located beside the courts, and is not in good condition. With the recommendation in the Facilities section to develop this area for tennis club use, the presence of a basketball court is not a complementary use, and takes up space that would be better used for tennis expansion. The Township should remove it from this location (Figure 6-15).
3. Cemetery fencing: The cemetery is delineated by a chain link fence beside the park near the tennis courts. Replacing the chain link fence with a more esthetically pleasing fence would greatly improve the look of the park and cemetery, and views to/from the tennis courts (Figure 6-16).
4. Parking: Parking is currently very limited. In order to facilitate use of the park and its facilities, additional parking should be provided, however, space is very limited on site. The Township should approach the Verona Methodist church and/or the Kingston & Frontenac Housing Corporation (which owns the affordable housing site beside the park, soon to be redeveloped) to discuss possibilities for shared parking (Figure 6-17).



Figure 6-14: McMullen Park Play Equipment



Figure 6-15: McMullen Park Basketball Nets



Figure 6-16: McMullen Park Cemetery Fencing



Figure 6-17: McMullen Park Parking

New Facilities and Amenities

1. Pathways and Wayfinding: Movement through the park could be improved through better connections between facilities, and additional directional and informational signage. A continuous pedestrian connection should be established from the seniors' housing site, to Road 38, to the parks. Paths should be AODA accessible throughout the park.
2. Seniors' activity area: Develop an activity area geared to seniors beside the tennis courts. With the removal of the basketball nets, a rest and socialize area can be provided with comfortable seating, shade and chess/other game tables etc. This area will also help support tennis club formation at the park.
3. Youth area: With the removal of the basketball nets, a replacement amenity, such as a half court, should be provided for youth elsewhere on the site. This should be located near to other youth-focused amenities such as the soccer fields, playground and beach.

PK21. Formally combine McMullen Beach Park and McMullen Soccer Park and rename Verona Park

PK22. Upgrade playground equipment at Verona Park

PK23. Remove basketball nets from current location at Verona Park

PK24. Replace the cemetery fencing beside the tennis courts at Verona Park with a more visually pleasing option

PK25. Prepare, in consultation with the community, the Verona Park Master Plan to plan and schedule the re-development and expansion of the park and surrounding community amenities including relocation of existing facilities, new amenities, pathways and linkages, and parking. Key considerations of the plan should include:

- Develop a pathway system with signage throughout Verona Park, connecting amenities and creating a connection to Road 38 and the future seniors' residence on Verona Street.
- Develop a seniors' activity area adjacent to the pickleball courts in Verona Park with seating, shade, and games tables.
- Add a half basketball court
- Approach the County and Verona Methodist Church to discuss options for shared/ expanded parking

Davidson Beach (Loughborough Beach)

Davidson Beach is a beloved community recreation spot that could accurately be described as a 'hidden gem' – for the clear blue waters and the unmarked entrance and long, steep pathway to the beach that make it both difficult to find and to access. From the road entrance, it is a short drive to a small gravel parking lot. From there, beachgoers walk down a very steep and long dirt pathway to the beach area. The beach has a sandy area, as well as a forested area with pathways throughout. People can set up on the rocks and enter the water. However the substrate is rocky, and drops off quickly, so many people enjoy jumping off the rocks into the water.

Existing Facilities

1. Pathway to beach: Given the steep grade and forested surroundings, it would be very difficult to make this access route AODA accessible. It would require significant investment and likely the removal of many trees, which would negatively impact the site. However, the existing pathway could be improved by resurfacing to make it smoother and easier to travel with wheeled wagons or buggies (Figure 6-18).

New Amenities

1. Signage: A sign should be erected at the road to indicate the entrance to the beach parking
2. Washrooms: As discussed elsewhere, washrooms should be provided at major parks and beaches. However, at Davidson Beach, the best option is a portable toilet in the parking lot area.
3. Docks: Given the limitations of accessing the beach from land (small parking lot, long, steep pathway), providing a dock for water access would allow people to arrive by boat.

PK26. Improve the existing pathway from the parking lot to the beach at Davidson Beach

PK27. Erect signage on the road indicating the main entrance to Davidson Beach

PK28. Provide portable toilets at the Davidson Beach parking lot

PK29. Provide a dock at Davidson Beach



Figure 6-18: Davidson Beach Pathway to Beach

Gilmour Point Beach

Gilmour Point Beach is a popular beach that hosts swim and day camp. There is a small parking lot, and a short, paved pathway to the beach. The sandy beach is small, however parkgoers also set up throughout the forested area, and enter the water by jumping off the rocky shoreline. There is also a small pavilion with two picnic tables.

As indicated in the 2019 Township summer programs report, participation in camp and swimming at Gilmour Point increased from 2018 to 2019, and a permanent facility at Gilmour Point providing shelter, electricity, and a water source was recommended. This facility was built and opened in summer 2020. The building is open for rentals (e.g., parties, weddings) from mid-April to the end of October, and the summer Camp is held for 8 weeks Monday to Friday, from 8:00 am - 4:30 pm in July and August.

Existing Facilities

1. The existing facilities (the beach, pathway, pavilion and new programming/washroom building) are in good condition and do not require upgrades at this time (Figure 6-19 and 6-20)

The building is not winterized, and access to the beach and building during winter is difficult due to the terrain and the restriction of using sand and salt to protect water quality. For these reasons, extending the use of the site through winter cannot easily be done. However, the current opening period of April to October offers plenty of time for use, and the Township should focus on increasing use in the shoulder periods outside of camp. In addition to private rentals, with the tall trees and views of the lake, the site is ideal for nature-based and wellness programming. Details of such programs are discussed further in section 4.0.

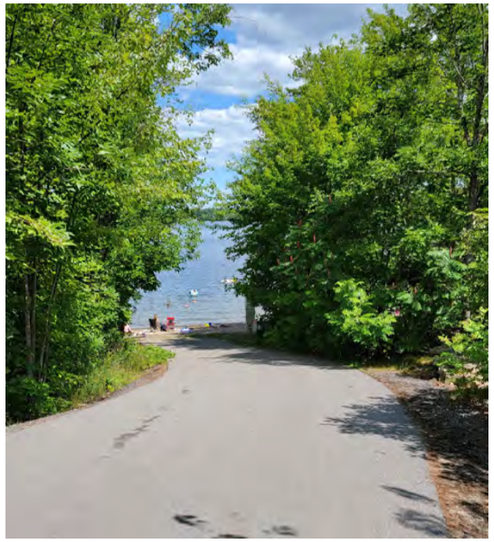


Figure 6-19: Gilmour Point Beach Pathway



Figure 6-20: Gilmour Point Beach Pavilion

New Beach

The Township should acquire more waterfront property and develop a destination park, facility and beach. Ideally this would have a larger swimming area that is AODA accessible, have an appropriately sized parking lot and a small facility with a multi-purpose room, storage, washrooms and kitchen that can house programming (e.g., environmental, water sport, swim, day camp, etc.). This would be an 'attraction' beach, with a higher profile and more capacity than Gilmour Point and Davidson Beach, which are both small. This new beach would also be an ideal location for an outdoor venue, as discussed in the trends section. A new beach would allow South Frontenac's two existing beaches to remain community focused (as they are well-loved by residents) and reduce some of the pressure on them. Most out-of-Township visitors to these beaches come from Kingston, so an additional beach in the southern portion of the Township, easily accessible to a main road could accommodate visitors away from the two, smaller beaches. Providing an additional, larger beach would support previously discussed priorities, such as outdoor recreation and environmental programming.

A separate study would be required to determine the location and feasibility of an additional municipal beach. The study would need to:

- identify suitable waterfront for these purposes using pre-determined selection criteria (e.g., access from a road, water quality, shoreline type, size and configuration of site, current use of site, etc.).
- determine ownership, and the possibility of the Township acquiring it.
- conduct a detailed assessment to determine design and cost estimates, once a site is selected.

PK31. Undertake a study to identify options for the development of a new beach

Dave Bowes Memorial Ball Park

As discussed in the facilities section, this park has two good quality ball diamonds and a soccer field. It also has parking, a large pavilion, washrooms, open space and play equipment. Most of the facilities at this park are in good condition and do not require upgrades at this time, with the exception of the bleachers noted below.

Existing Amenities

1. Bleachers: In poor condition and would benefit from refinishing or replacing (Figure 6-21)

New Amenities

1. Shade structure: While improving the bleachers, the Township should also add some shade covering to the bleachers as well as to the team seating areas.
2. Naturalization: As discussed in section 6.5, there are areas of this park which could be naturalized to reduce the amount of mown grass.
3. Tree planting: Trees should be planted in open mowed areas to provide more shade in the future. Trees can also be incorporated in naturalization plantings.

PK32. Refinish or replace the bleachers at David Bowes Memorial Ball Park

PK33. Add shade structures to the bleachers and team areas at David Bowes Memorial Ball Park

PK34. Implement naturalization and tree planting at David Bowes Memorial Ball Park



Figure 6-21: Bleachers at Dave Bowes Memorial Ball Park

Gerald Ball Memorial Park

Gerald Ball Memorial Park is a large park with a number of facilities and amenities. It has batting cages, a field house/canteen, soccer fields, pickleball courts (Figure 6-23) and horseshoe pits, washrooms, two playgrounds (one new and one old) and open space. It is a well-used park for both structured and unstructured activities, and there are additional residential developments that are planned nearby, which will likely result in increased use by new residents. The Township should conduct a design process to determine which of the new facilities (described below) would be a good fit for this location, and what type of play equipment the community would like to see. This process should occur after new residents have moved in so that they can participate in the process.

Existing Facilities

1. Play equipment: The larger, older playground needs to be replaced and moved closer to the parking lot and entrance to make it more accessible. The Township should consider an obstacle course-type playground at this location when the replacement is made, to help draw more users and participants in the summer drop-in program (discussed further below) (Figure 6-22).
2. Bleachers: The bleachers are in poor condition, and need to be refinished or replaced. The Township plans to address this in a future budget.



Figure 6-22: Playground at Gerald Ball Memorial Park



Figure 6-23: Pickleball Courts at Gerald Ball Memorial Park

New Facilities

1. Skatepark/pump track: As discussed in section 6.6, this park is a potentially good location for a skatepark or pump track due to the available space, new residents and ability to partner with Storrington Lions for the project.
2. Volleyball: The Township does not have any volleyball courts, although there is a volleyball league. In consultations the league indicated that volleyball courts at this location would be well received and used. This park has large unused areas that could easily accommodate two courts.
3. Tree planting: Trees should be planted in open spaces, particularly around the play equipment and soccer fields for future shade.
4. Pavilion with seating: A covered area with tables would provide shade in the short term and support programming and unstructured activities.

The Township was running the Healthy Kids Park Drop-In Program at this park, but the 2019 Summer Programs Report indicated participation was zero and they recommended not offering it at this location anymore. The Township should consider offering it again after the new residential developments are complete and there is more population in the area. By this time the playground should also have been improved, along with the pavilion and possibly the skatepark/pump track and volleyball courts, all which would potentially attract more participants.

PK35. Approach the Storrington Lions to discuss the possibility of partnering to provide a skatepark or pump track at Gerald Ball Memorial Park

PK36. Remove the old playground at Gerald Ball Memorial Park and replace it with new equipment, closer to the parking lot

PK37. Add two volleyball courts to Gerald Ball Memorial Park

PK38. Plant trees in open areas, and near the playground and soccer fields in Gerald Ball Memorial Park

PK39. Add a pavilion with seating to Gerald Ball Memorial Park

PK40. Undertake a design process with community consultation to ensure the above recommendations for Gerald Ball Memorial Park are implemented in a way that is supported by the surrounding community

Glendower Hall Park

The Glendower property has a playground, ball diamond, multisport court (tennis and basketball), parking lot and large hill. The play equipment is in good condition. As discussed in the facilities and programs sections, Glendower Hall has a kitchen that would be suitable for food-based programs. It would be an ideal location for community gardens or orchards to encourage and facilitate food programming. This should only be done in partnership with another organization or group of volunteers who are willing to offer programs and maintain the gardens, with the agreement formalized by a policy (discussed in section 6.4).

New Facilities

1. Community Garden and/or edible fruit tree orchard: Approach local groups or volunteers who would be interested in partnering in this initiative. If partners are willing to participate, the Township should set up garden plots for vegetables, herbs, etc. or plant fruit or nut trees (depending on what is agreed on between the Township and partners), and the partners would be in charge of maintaining and programming the gardens/orchard. This would complement food programming opportunities using the commercial grade kitchen in the Hall.

PK41. Approach potential partners for a community garden or orchard at Glendower Park. If partners are available and willing, set up the gardens or orchard

Community Gardens

Municipalities across Ontario follow a variety of models in providing community gardens, based on where they are situated (municipal lands, schools or other institutional lands), the role of community partners and the department's capacity to provide oversight or facilitate the delivery of programs. The direction the Township wishes to take on community gardens will depend on the interest of local champions and community groups, and the capacity of the Township to provide required administration.

For example, the City of Kingston's Recreation Department allocates land for community gardens on municipal properties, including parklands. The City works with the local Community Garden Network that is responsible for operating the community gardens on these lands. The City's responsibilities include providing annual funding to address enhancements, maintenance and providing information regarding development and maintenance. Other communities, such as the Town of Milton, engage in partnerships with local schools with onsite gardens by incorporating community gardening as part of summer day camp programs.

Given the strong connection between growing food, well-being and food security, food banks and public health units are obvious potential partners for community garden development. The Township can contribute by offering municipal land (including but not limited to parkland) as space for gardens, and in discussion with possible partners (e.g., the Southern Frontenac Community Service's Food Bank, Frontenac County, Community Caring Group). Also, as discussed in the Programs section, programs related to food (e.g., gardening, cooking, preserving, etc.) are growing in popularity, and gardens at Princess Anne and Glendower Hall would provide easy access to food for these activities and a site to host gardening and related programs. Beyond provision of designated space for gardens, the Township should clarify other types of support it can provide to the groups that assume responsibility for the sites.

Inverary Ball Park

Inverary Ball Park has one ball diamond, batting cages, bleachers, washrooms, play equipment and parking.

Existing Facilities

1. Play equipment: The play equipment is very limited and dated, and should be replaced (Figure 6-24).
2. Bleachers: the bleachers are in poor condition and should be refinished or replaced (Figure 6-25).

New Facilities

1. Pavilion: In order to support use of the park, a pavilion with picnic tables should be supplied to offer shade and a place to rest and eat.
2. Tree planting: Trees should be planted in open spaces and around the play equipment.
3. Naturalization: The park has a lot of open space. Portions of the park can be naturalized to reduce mowing and to add visual interest to the site.

PK42. Replace the playground at Inverary Ball Park

PK43. Refinish or replace the bleachers at Inverary Ball Park

PK44. Add a pavilion with seating at Inverary Ball Park

PK45. Implement naturalization and tree planting at Inverary Ball Park



Figure 6-24: Play Equipment at Inverary Ball Park



Figure 6-25: Bleachers at Inverary Ball Park

Princess Anne Community Centre Park

The Princess Anne Community Centre Park consists of a small soccer field behind the Community Centre. The Community Centre houses a South Frontenac library branch, multi-purpose room and second-hand store operated by the Community Caring Group.

The South Frontenac Museum is located beside the Community Centre, on the same parcel of land (Figure 6-26). The Township owns the land and building, and the South Frontenac Museum Society operates the museum, curates the space and holds programs and events. As discussed in the Programs Section, the Museum society is interested in expanding its history and culture programming. The Facilities assessment recommends expanding the Museum on this site to accommodate program and event expansion.

The museum expansion could include consideration for an outdoor classroom area and teaching gardens, to support culture, heritage and art programs. It is already an active site with the second-hand store, Community Centre, library and museum in the same location, with community groups already engaged and active on-site (Community Caring Group, South Frontenac Library, Museum Society). Some of these groups may be willing to partner for the gardens.

New Amenities

1. Outdoor classroom: This could include seating, shade, presenter's area (e.g., chalkboard, small platform, scaffold to hang projection screen, electrical hook up etc.).
2. Teaching garden: Approach the groups active on the site to discuss the possibility of partnering to develop and maintain a teaching garden. This can include raised beds for growing vegetables, 'pioneer plants,' etc., and some plots could also be earmarked to grow vegetables for local food banks or to be sold at affordable prices through the second-hand store.
3. Playground: The Hartington community is growing, and with Princess Anne already functioning as a small hub, a playground at this site would contribute to use of this site and provide a useful amenity for existing and new families in the area.

Given the changes proposed for the Princess Anne Community Centre Park and South Frontenac Museum site, a master plan should be prepared in consultation with the community and potential partners (Museum Society, Community Caring Group) to determine the suitability of amenities, layout, and scheduling.

PK46. Conduct a master planning process for the Princess Anne Community Centre & South Frontenac Museum site to determine the types, locations, scheduling, etc. of new amenities including:

- Outdoor classroom
- Teaching garden
- Playground
- Museum expansion (discussed in facilities)

Princess Anne Community Centre & South Frontenac Museum

5597 Road 38, Hartington

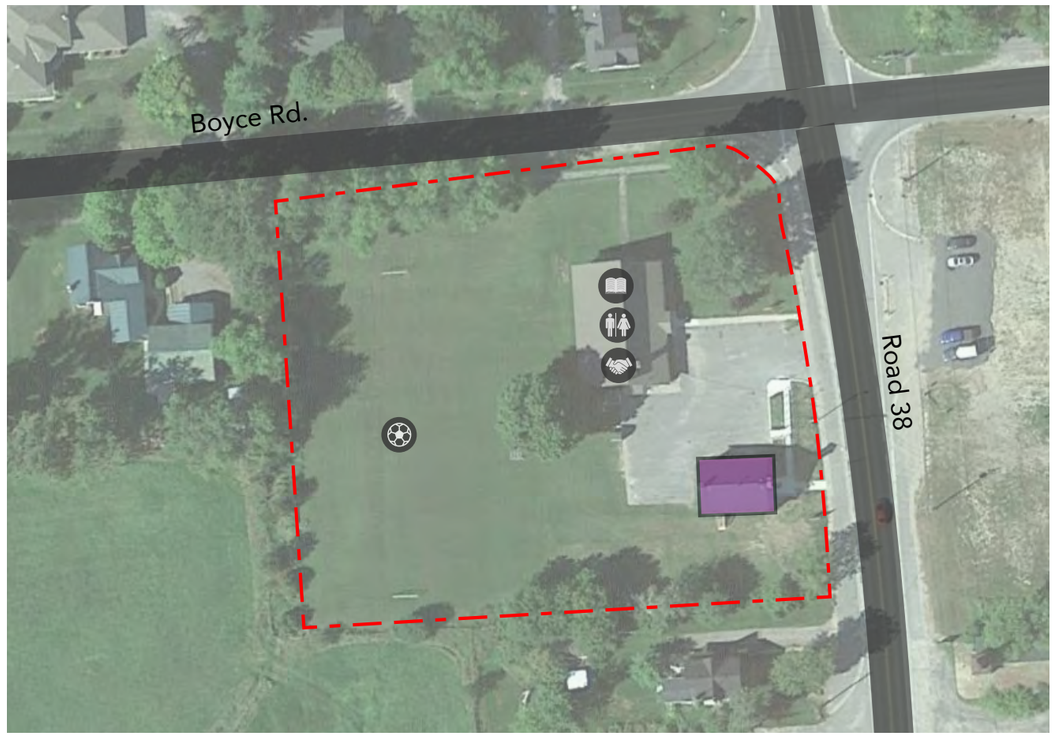


Figure 6-26: Map of Princess Anne Community Centre and South Frontenac Museum site

Tett Park

Tett Park has a very large, mowed open space and a very aged playground. It is located in the northern end of the Township, far removed from other settlement areas. However, it is the only public park in the area.

Existing Facilities and Amenities:

1. Play equipment: The play equipment should be replaced in the short term. While there is a low population density in this end of the Township, residents who do live here do not have any communal spaces nearby, so this park and its facilities should be retained (Figure 6-27).
2. Naturalization: The park has a lot of open space (Figure 6-28). Portions of the park can be naturalized to reduce mowing, and to add visual interest to the site.
3. Tree planting: Trees should be planted in the open space to animate the space and provide shade. They can also be planted in naturalization areas.

PK47. Replace the playground at Tett Park

PK48. Implement naturalization and tree planting at Tett Park



Figure 6-27: Play Equipment at Tett Park



Figure 6-28: Open Space at Tett Park

Wilmer Ball Park

Wilmer Ball Park has a ball diamond, canteen, washrooms, open space and play structure. There is no parking available and the park is 'off the beaten track' and not very easy to find. It is located in Perth Road Village, in an area that does not have many parks nearby, so improvements to this park are important for residents in the area,

Existing Facilities

1. Play equipment: The play equipment is very limited and should be replaced and expanded (Figure 6-29).
2. Bleachers: The bleachers are in poor condition, and would benefit from refinishing or replacing (Figure 6-30).
3. Canteen building: This building should be retained for future uses, as needed (e.g., storage, camp building, etc.) (Figure 6-31).

New Facilities

1. Tree planting: Trees should be planted in open spaces and around the play equipment.
2. Naturalization: The park has a lot of open space. Portions of the park can be naturalized to reduce mowing and to add visual interest to the site.

PK49. Replace the playground at Wilmer Ball Park

PK50. Refinish or replace the bleachers at Wilmer Ball Park

PK51. Retain the canteen building at Wilmer Ball Park for future use

PK52. Implement naturalization and tree planting at Wilmer Ball Park



Figure 6-29: Wilmer Ball Park Playground



Figure 6-30: Wilmer Ball Park Bleachers



Figure 6-31: Wilmer Ball Park Canteen

Battersea Ball Diamond

Battersea Ball Diamond park has a ball diamond, basketball court, open space and playground (Figure 6-32). The existing facilities and amenities are all in very good condition, and do not need attention, aside from routine maintenance over the term of this Plan. Like many of the other parks, Battersea Ball Diamond would benefit from tree planting and naturalization.

There have been requests for pickleball courts at this location, however due to the site size and configuration, and limited supporting amenities (no washrooms, small parking area), proximity to houses, and the proximity to courts at Gerald Ball Memorial Park, we do not recommend courts at this location.

New Facilities

1. Tree planting: Trees should be planted in open spaces, and around the play equipment.
2. Naturalization: Portions of the park can be naturalized to reduce mowing, and to add visual interest to the site.

PK53. Implement naturalization and tree planting at Battersea Ball Diamond



Figure 6-32: Battersea Ball Diamond Open Space and Playground

Latimer Community Park

Latimer Community Park has two playgrounds, a basketball court, gazebo and open space. It is located in a subdivision.

Existing Facilities

1. Play equipment: The play equipment is in fair condition, however, the surfaces are growing over with grass. The playgrounds (and surface) will need to be updated in the mid to late term of this Plan (Figure 6-33).
2. Basketball court: The basketball court is new and in good condition (Figure 6-34).
3. Gazebo: The wooden gazebo adds a nice visual element to the park, and offers shade and seating. It is showing some signs of wear and will need to be updated in the mid to late term of this Plan (Figure 6-35).

New facilities

1. Tree planting: Trees should be planted in open spaces and around the play equipment.
2. Naturalization: The park has a lot of open space. Portions of the park can be naturalized to reduce mowing and to add visual interest to the site.

PK54. Update the playground at Latimer Park

PK55. Update the gazebo at Latimer Park

PK56. Implement naturalization and tree planting at Latimer Park



Figure 6-33: Latimer Community Park Play Equipment



Figure 6-34: Latimer Community Park Basketball Court



Figure 6-35: Latimer Community Park Gazebo

Harris Hall Park

Harris Hall Park is a small park beside Harris Hall, with a playground surrounded by trees. It is located in a part of the Township that has more limited recreation opportunities, so it should be maintained as a key amenity for residents in the Perth Road area.

Existing Facilities

1. Play equipment: The play equipment is limited and aged, and should be replaced and expanded (Figure 6-36).

PK57. Update the playground at Harris Hall Park



Figure 6-36: Harris Hall Play Equipment

Parkettes and Gardens

The Township has acquired two historic mill properties, the Bellrock Mill and Petworth Mill. Both sites have potential to become sites of historic interest, with educational signage and picnic areas. Both sites will require substantial landscape work and restoration to the mills, if they are to be safely used as public spaces.

Bellrock Mill

The Township acquired this land hoping to preserve the heritage of this unique site. The South Frontenac Museum Society is interested in partnering with the Township to turn it into a living museum and parkette. The equipment inside the mill is still functional, which offers an opportunity for an innovative living museum experience; however, the mill building is not safe for entry, and will require significant investment. In addition, the Cataraqui Conservation Authority will need to be involved in any work on this site.

The Township's Bellrock Mill Subcommittee applied for a Canada Community Health Grant to help fund the project, but it has not been awarded as of this writing. Due to the cost and extent of work needed to make the mill safe for public entry, this project should be considered a long-term initiative, with the involvement of partners such as the Museum Society and any others who could help contribute to fundraising. In the short and mid term, the site on the riverbank can be developed as a picnic area with educational signage. Safety measures (e.g., barriers, signs, etc.) should be included to prevent people from accessing the Mill.

PK58. Develop the Bellrock Mill site as a parkette and living museum



Petworth Mill

Petworth Mill

Unlike the Bellrock Mill, the Petworth Mill structure is not intact, with only some very picturesque ruins still standing. Like the Bellrock Mill, a part of the site should be developed as a small parkette with historical signage and seating area.

PK59. Develop the Petworth Mill as a parkette with historical signage and seating area

Township Gardens

In South Frontenac, ornamental gardens are maintained by a few different groups: the Harrowsmith Beautification Committee takes care of gardens in Harrowsmith; the Verona Community Association takes care of those in Verona; Township staff take care of planters at Town Hall; and various individual volunteers take care of gardens at hamlet signs around the Township. Some municipalities are including native edible plants and fruit trees in public landscaping, for the role they play in improved ecological function, habitat for pollinators, food security and building community. Being a municipality rich in natural habitat, edible gardens in South Frontenac would primarily serve the purposes of community building and food security. Other municipalities have approached edible planting with varying degrees of municipal involvement, from providing and maintaining the plants (high municipal involvement), to allowing community groups to plant and maintain edible plants/trees on public land (low municipal involvement). One example of such a program is from Strathcona County, Alberta.

Stemming from their Urban Agriculture Strategy, Strathcona County started the Edible Plants in Public Places Pilot, that comprises planters of vegetables at different locations, free for the public to pick:

> "Vegetables, such as peas, tomatoes, carrots and lettuce, herbs and edible flowers, have been planted in seven planters near the spray park entrance at Broadmoor Lake Park. Each planter is unique, with different edible plants!
>
> Pick some leave some:
>
> Visit the planters spring, summer and fall to see how the plants are growing. The edible planters are for the [sic] you to enjoy. Bring a bag and garden scissors, and help yourself to some of what's growing. Each planter will have a plant list so you know what's growing." [7]

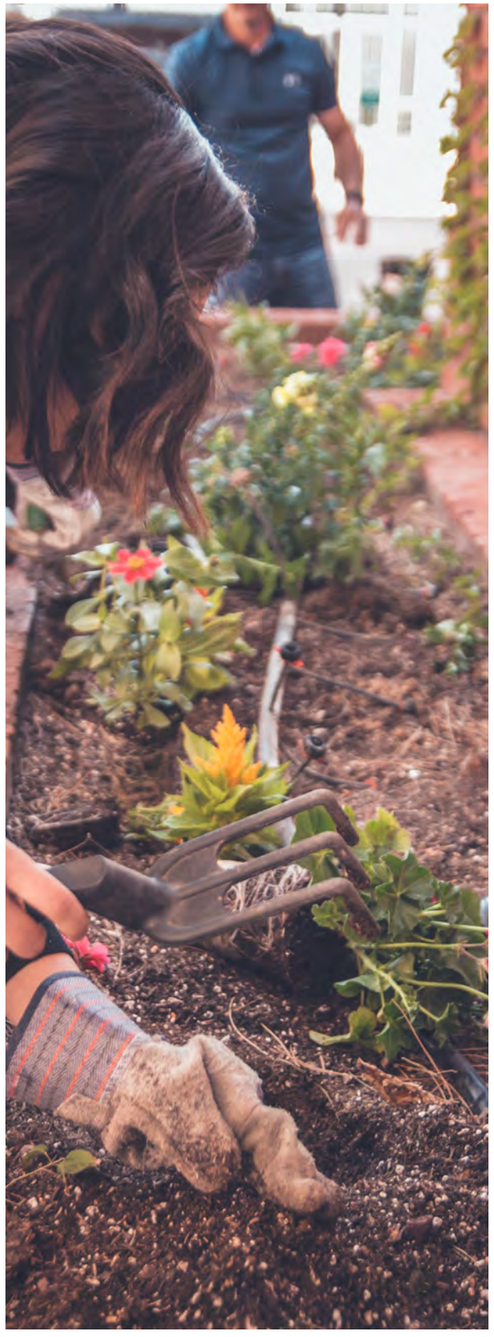
It is not clear from the website how provision and care of the planters is divided, aside from mentioning that they are cared for by 'various groups.' These arrangements are appealing in that they provide programs/services that would likely be impossible to initiate and sustain with limited municipal resources. However, a dedicated group of volunteers is required to make it work. The amount of effort required on behalf of the volunteers is considerable, along with commitment over time to tend the site(s), which may deter groups from taking on the responsibility. There are grants available to support growing food in public spaces, such as Tree Canada's Edible Trees Program and TD Friends of the Environment. Given the long-term commitment required for growing fruit trees, policy and formal agreements are usually required before planting. Edible plant gardens, on the other hand, could be piloted for one growing season without the requirement for a long-term commitment.

A simple way to test edible gardens is to

7 https://www.strathcona.ca/agriculture-environment/urban-agriculture/edible-plants/4

replace some annual ornamental gardens with vegetables in a suitable location with high foot-traffic (e.g., near recreation centres, on a main street). The Township should approach the volunteers and discuss their willingness to take part in this pilot, and what type of support they would need from the Township to go forward. Ornamental gardens and vegetable gardens require similar amounts of work, so this switch would not increase the workload of volunteers who currently maintain Township gardens. The Township could implement this for one season as a pilot project, and monitor the success of the project to inform longer term initiatives.

PK60. Approach volunteers who maintain Township gardens to discuss the possibility of implementing an edible garden pilot project



6.9 Trail Specific Recommendations

Trail Strategy

The three regional trails that pass through South Frontenac (Cataraqui, K&P and Rideau) provide an excellent foundation for making the Township well connected for trail users from both a recreational and active transportation perspective. However, give the size of the Township, and the limited amount of land in public ownership, a strategy is required to help further develop a trail network over the long term that will serve residents and support tourism.

This trail strategy will help direct the establishment of new trail connections across the Township as both on- and off-road linkages, trailheads and other associated amenities over the long term. The strategy will provide staff with the guidance and tools necessary to secure these new connections and trailheads as opportunities present themselves through the land development/ subdivision process. Key trail connections supporting the strategy would be secured by requiring developers to provide open space connections. Provision of these trails and pathways wil better connect residents of South Frontenac to each other within their own settlement area, improve links between settlement areas and position the Township's various settlement areas as destinations along each of the three regional trails (Cataraqui, K&P and Rideau). This will contribute to tourism and support residents' healthy active living.

Trailheads

One of the challenges associated with the current trail network in South Frontenac is the lack of access points to the trails. The current trailheads are not well established, signed or promoted, making South Frontenac less appealing from a trail tourism perspective.

As part of this trail strategy, Harrowsmith should be established as a key node in South Frontenac's trail network. Harrowsmith is in close proximity to the Cataraqui, K&P and Rideau, making it an ideal launching point for trail users. A number of primary trailheads with signage, parking and toilets should be established around the Township and promoted online through the trail community (e.g., trail websites) to help establish Harrowsmith as a convenient launching point for people from out of town. Other potential communities that might make suitable launching points for trail users may include, but are not limited to, Verona (K&P Trail), Sydenham (Rideau Trail and Cataraqui Trail), Piccadilly (K&P Trail) and Bedford Mills (Rideau Trail). Locations that can offer safe (off-road) parking and easy access to the trail, and provide access to other local amenities such as stores and restaurants should be sought.

Road Ends and Rights-of-Ways

As part of the Township's approach to enhancing connectivity within settlement areas and providing public access to lakes and trails, public access to road ends and rights of ways should be preserved and, when appropriate, enhanced. This may include using closed rights-of-ways to provide access between streets and access to lakes where roads terminate at a body of water, and to support amenities such as parkettes and small craft launches.

One such right-of-way identified through the master planning process is the closed section of Colebrook Road at Highway 38. This short section right-of-way should be enhanced to provide a formal pedestrian connection. This may include a small footbridge to allow for easy crossing of the creek.

As a general rule of thumb, it is recommended that closed rights of ways and road ends not be sold and to remain in public ownership. Only if there is no value in a road end or right-of-way from an access and/or connectivity perspective should it be disposed of and sold to a private interest.

PK61. Develop a trail strategy to help guide future trail development

PK62. Establish Harrowsmith as the Township's primary trailhead/trail access point

PK63. Retain and enhance the Colebrook Road East right-of-way

6.10 Boat Launch Specific Recommendations

There are twenty-one (21) Township owned boat launches, five (5) non-Township boat launches and three (3) small craft launches scattered across South Frontenac. Overall, the Township is well served. However, the northern region of South Frontenac is limited to only three Township owned and operated boat launches. For example, Bob's Lake (in the North) is one of the larger lakes in the Township, and there is only one launch point. Opportunities to provide additional launches in key lakes should be considered.

Overall, the Township's boat launches are relatively modest in their size and amenities (refer to Table 6-4) and in various conditions. Most sites are relatively small, have limited parking (if any) and are in need of improvements to address aging infrastructure (ramp, dock and signage). To ensure the launches are safe and are in a state of good repair, a strategy is required to assess, update and enhance the Township's launches on a regular basis. This would include undertaking a detailed assessment of each launch, identifying required improvements, scheduling the repairs and regular monitoring after improvements are completed. We have provided a Terms of Reference for a boat launch strategy in Appendix F.

For some launches, enhancements should be considered as part of the boat launch strategy to help address the need for additional parking, launch widening or twinning, new or extended docks and other possible amenities such as invasive species signage and boat washing equipment to help control the spread of invasive mussel species.

One boat launch considered priority for improvements is the Shipyards launch on Dog Lake. This popular location is in very poor condition and needs to have the existing metal ramp replaced by a concrete ramp. Parking at this location is also limited and opportunities to expand the parking lot should be investigated.

Another launch used by the community but not in South Frontenac is the boat launch at the west end of Loughborough Lake. In the City of Kingston's 2021 Parks and Recreation Master Plan Update, this boat launch has been identified to explore any opportunity to partner with the Township of South Frontenac.



Figure 6-37: Loughborough Boat Ramp

Partnering with the City of Kingston would help minimize the cost to the Township while improving access to the Lake for South Frontenac Residents.

Since many of South Frontenac's lakes cross into neighbouring municipalities collaboration across municipal boundaries is required. This includes working with the other Townships in Frontenac County, the County Lake Associations, and the Conservation Authorities. Together boat launches across the region should be standardized in regards to physical design, signage, amenities, and messaging to help mitigate environmental impacts. For example this could include but not limited to:

- facilities, messaging and regulations regarding boat washing to control the transfer of invasive species between lakes
- messaging on boater responsibility regarding oil and fuel leaks and the benefits of proper boat maintenance
- information on the impact of lead sinkers used in fishing on water quality
- information on boat cleaning practices and use of polluting cleaners

PK64. Develop a strategy to assess, update and enhance the Township's boat launches

PK65. Expand and enhance the Shipyards Launch on Dog Lake to provide a concrete ramp and expand parking

PK66. As per the City of Kingston's 2021 Parks and Recreation Master Plan Update, explore opportunity to partner with the City of Kingston for improvements to the boat Launch at Loughborough Lake's west basin

RECREATION, PARKS, AND LEISURE MASTER PLAN

7.0 IMPLEMENTATION

SOUTH FRONTENAC

7.0 Implementation

The following outlines the proposed implementation strategy for the Master Plan's 125 recommendations. These include:

- Programs and Events (11)
- Facilities (48)
- Parks, Trails and Boat Launches (66)

For a more complete explanation of each recommendation, please refer to the corresponding discussion in the preceding sections.

7.1 Implementation Considerations

The proposed roll-out of recommendations is based on the information available at the time of Plan development and considers the following:

- Operational vs. capital projects
- Immediate need
- Dependencies and efficiencies
- Budget considerations
- Staff resources
- Flexibility
- Living document

Operational vs Capital Projects

68 of the 125 recommendations are operational in nature. This means the implementation of these recommendations would be undertaken by staff as part of their day-to-day activities. The remaining 57 capital recommendations require discrete budget allocations for execution. This includes both improvements/repairs to existing facilities, as well as new facilities and amenities.

Immediate Need

A large number of recommendations reflect immediate community need. These address repair backlogs to aging infrastructure and facilities, closing gaps in services and processes for decision-making. These projects are scheduled for 2022 in the implementation forecasts.

Dependencies and Efficiencies

While recommendations are described as individual initiatives, many are interrelated and need to be considered in the larger context of achieving efficiencies in implementation. Some recommendations must be initiated and completed before other recommendations can begin, while others may benefit from being undertaken simultaneously in terms of process efficiency and providing a more fulsome approach to physical improvements.

Budget Considerations

The implementation sequence attempts to evenly distribute the costs of recommendations over the ten-year time frame of the Master Plan. This includes costs associated with operations, planning/design and implementation. The total cost of all projects over the ten-year schedule is approximately $5,142,309, with $1,367,309 allocated for the first year (Figure 7-1).

It should also be noted that costs for some recommendations are not available and are yet to be determined. These have been noted in the forecast and would be in addition to the numbers provided in the Master Plan. Another factor to consider are cost premiums/fluctuations due to the pandemic and inflation. The current situation makes it especially difficult to attach estimates to recommendations. This is particularly true at a Master Plan level where the potential range in design and the quality of materials and finishes are also unknowns, and are determined by the municipality.

Staff Resources

The need for staff resources to do the work requires both a distribution of tasks over time and, in some cases, hiring additional staff to take responsibility for implementation. It will also require coordinated efforts both internally and externally.

Flexibility

The proposed schedule reflects a reasonable roll-out, assuming no major obstacles to activation. However, it is expected that some projects may need to be delayed due to unforeseen circumstances. There may also be opportunities to 'fast-track' other initiatives, and these should be leveraged wherever possible.

Ongoing initiatives are to be carried through each year to the end of the Plan's term. Their applicability throughout the entire period, however, will depend on evolving needs in relation to service development. For example, program expansion for specific interests may be sufficient to meet demand in considerably less than ten years (subject to potential changes based on continuation of monitoring and verification of need). The point at which this will happen, however, is unknown and thus not identified as an 'end-date' in implementation. The recommendations shown as time-limited endeavors may also extend beyond the years shown. It may take longer to complete the identified activities and/or the completion of a recommendation may result in a new system component or procedure. Recommendations to establish formal agreements or contracts, for example, are shown as time-limited for negotiating arrangements that will create new, ongoing relationships between the Township and other providers (e.g., volunteers, agencies, businesses, etc.).

Living Document

In monitoring and evaluating the Master Plan, changes that result from work completed should be reflected in systematic reviews that track the initiation, progress and completion of each item as they are implemented in annual work plans and budgets.

Figure 7-1: Recommendations Cost Summary

#	Service Area	Timing				
		Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years	Total
PK	Parks, Trails and Boat Launches	$385,000	$945,000	$1,630,000	$660,000	**$3,620,000**
F	Facilities	$982,309	$35,000	$500,000	--	**$1,517,309.00**
PE	Programs and Events	---	5,000	---	--	**$5,000**
	Total	**$1,367,309**	**$985,000**	**$2,130,000**	**$660,000**	**$5,142,309**

7.2 Parks, Trails and Boat Launches Recommendations

Table 7-2: Recommendations for parks, trails and boat launches in South Frontenac

#		Recommendations	Timing				
	Page #	Parks, Trails and Boat Launches	Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years	Past 10 years
		All Parks					
PK.1	173	Continue to make required accessibility upgrades to parks (including playground safety, routes and wayfinding, seating, shade and bicycle parking) as part of ongoing maintenance and upgrades.	Associated costs to be incorporated into park specific projects and upgrades				
PK.2	173	Develop and implement Township-branded signage and wayfinding at Township parks, trails, boat launches, facilities, heritage sites, and main arterials.	$75,000 (strategy)				
PK.3	174	Develop an 'environment first' policy to support environmentally focused park and waterfront development and management.	Staff				
PK.4	174	Before undertaking an edible tree or community garden project, the Township should develop a policy to clarify roles and responsibilities		Staff			
PK.5	174	Develop a policy to guide future decisions on revenue generating park experiences		Staff			
PK.6	175	Update the Staff and Child Protocol and Missing Child Protocol to be applicable to any programs and events at municipally-owned facilities and parks	Staff				
PK.7	175	Develop a universal emergency preparedness plan	Staff				
		Centennial Park					
PK.8	180	Replace the playground at Centennial Park with an obstacle course-type playground			$120,000		

Table 7-2: Recommendations for parks, trails and boat launches in South Frontenac (continued)

#		Recommendations	Timing				
	Page #	Parks, Trails and Boat Launches	Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years	Past 10 years
PK.9	180	Develop a path and wayfinding system in Centennial Park		$25,000			
PK.10	180	Add a roof structure to the stocksport lanes/ice rink at Centennial Park	$290,000				
PK.11	180	Develop the proposed trail connection to the K&P Trail and trailhead at Centennial Park			$60,000		
PK.12	180	Conduct a market feasibility study for a municipal campground at Centennial Park		$125,000	consulting fees for market analysis, business plan and concept design		
PK.13	180	Implement a skatepark or pump track pilot with portable equipment at Centennial Park			$500,000	design and construction	
PK.14	180	Develop a warming hut at the stocksport lanes/ice rink at Centennial Park				$50,000	
		Sydenham Point Park					
PK.15	182	Improve and expand the play equipment at Sydenham Point Park			$200,000		
PK.16	182	Expand the beach area at Sydenham Point Park		$100,000			
PK.17	182	Pilot geese deterrent technology at Sydenham Park beach	$10,000				
PK.18	182	Approach the library to partner in developing a reading patio and pathway connecting to Sydenham Point Park			Staff		
PK.19	182	Assess the feasibility of providing a flooded rink in the parking lot at Sydenham Point Park	Staff				
PK.20	182	Provide a splash pad at Sydenham Point Park				$200,000	

Table 7-2: Recommendations for parks, trails and boat launches in South Frontenac (continued)

#		Recommendations	Timing				
	Page #	Parks, Trails and Boat Launches	Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years	Past 10 years
		Verona Park					
PK.21	186	Formally combine McMullen Beach Park and McMullen Soccer Park and rename as Verona Park		Staff			
PK.22	186	Upgrade playground equipment at Verona Park				$100,000	
PK.23	186	Remove Basketball nets from current location at Verona Park			$10,000		
PK.24	186	Replace the cemetery fencing beside the tennis courts at Verona Park with a more visually pleasing option			$70,000		
PK.25	186	Prepare, in consultation with the community, the Verona Park Master Plan to plan and schedule the re-development and expansion of the park and surrounding community amenities including relocation of existing facilities, new amenities, pathways and linkages, and parking Key considerations of the plan should include: • Develop a pathway system with signage throughout Verona Park, connecting amenities and creating a connection to Road 38 and the future seniors' residence on Verona Street • Develop a seniors' activity area adjacent to the tennis courts in Verona Park with seating, shade and game tables • Add a half basketball court • Approach the County and Verona Methodist Church to discuss options for shared/ expanded parking		$50,000			

Table 7-2: Recommendations for parks, trails and boat launches in South Frontenac (continued)

#		Recommendations	Timing				
	Page #	Parks, Trails and Boat Launches	Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years	Past 10 years
		Davidson Beach					
PK.26	187	Improve the existing pathway from the parking lot to the beach at Davidson Beach		$80,000	design and construction		
PK.27	187	Erect signage on the road indicating the main entrance to Davidson Beach		$5,000			
PK.28	187	Provide portable toilets at Davidson Beach parking lot		Staff			
PK.29	187	Provide a dock at Davidson Beach		$20,000			
		Gilmour Point					
PK.30	188	Offer nature-based and wellness programs at Gilmour Point Beach	Staff				
		New Beach					
PK.31	189	Undertake a study to identify options for the development of a new beach			$20,000		
		David Bowes Memorial Ball Park					
PK.32	190	Refinish or replace the bleachers at David Bowes Memorial Ball Park	$10,000				
PK.33	190	Add shade structures to the bleachers and team areas at David Bowes Memorial Ball Park		$15,000			
PK.34	190	Implement naturalization and tree planting at David Bowes Memorial Ball Park			Staff		
		Gerald Ball Memorial Park					
PK.35	192	Approach the Storrington Lions to discuss the possibility of partnering to provide a skatepark or pump track at Gerald Ball Memorial Park		Staff			
PK.36	192	Remove the old playground at Gerald Ball Memorial Park and replace it with new equipment, nearer to the parking lot.			$200,000		

Table 7-2: Recommendations for parks, trails and boat launches in South Frontenac (continued)

#		Recommendations	Timing				
	Page #	Parks, Trails and Boat Launches	Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years	Past 10 years
PK.37	192	Add two volleyball courts to Gerald Ball Memorial Park			$60,000		
PK.38	192	Plant trees in open areas, and near the playground and soccer fields in Gerald Ball Memorial Park			$10,000		
PK.39	192	Add a pavilion with seating to Gerald Ball Memorial Park			$100,000		
PK.40	192	Undertake a design process with community consultation to ensure the above recommendations for Gerald Ball Memorial Park are implemented in a way that is supported by the surrounding community.		$50,000			
		Glendower Hall Park					
PK.41	193	Approach potential partners for a community garden or orchard at Glendower Park. If partners are available and willing, set up the gardens or orchard.			$25,000		
		Inverary Ball Park					
PK.42	194	Replace the playground at Inverary Ball Park		$60,000			
PK.43	194	Refinish or replace the bleachers at Inverary Ball Park		$15,000			
PK.44	194	Add a pavilion with seating at Inverary Ball Park			$80,000		
PK.45	194	Implement naturalization and tree planting at Inverary Ball Park.				$10,000	
		Princess Anne Community Centre Park					
PK.46	195	Prepare a Master Plan for the Princess Anne Community Centre & South Frontenac Museum site to determine the types, locations, scheduling etc. of new amenities including: • Outdoor classroom • Teaching garden • Playground • Museum expansion (discussed in facilities)		$50,000			

Table 7-2: Recommendations for parks, trails and boat launches in South Frontenac (continued)

#		Recommendations	Timing				
	Page #	Parks, Trails and Boat Launches	Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years	Past 10 years
		Tett Park					
PK. 47	197	Replace the playground at Tett Park		$100,000			
PK.48	197	Implement naturalization and tree planting at Tett Park				$10,000	
		Wilmer Ball Park					
PK.49	198	Replace the playground at Wilmer Ball Park			$60,000		
PK.50	198	Replace or refinish the bleachers at Wilmer Ball Park			$15,000		
PK.51	198	Retain the canteen building at Wilmer Ball Park for future use	Staff				
PK.52	198	Implement naturalization and tree planting at Wilmer Ball Park		Staff			
		Battersea Ball Diamond					
PK.53	199	Implement naturalization and tree planting at Battersea Ball Diamond		Staff			
		Latimer Community Park					
PK.54	200	Update the playground at Latimer Park				$60,000	
PK.55	200	Update the gazebo at Latimer Park				$80,000	
PK.56	200	Implement naturalization and tree planting at Latimer Park		Staff			
		Harris Hall Park					
PK.57	201	Update the playground at Harris Hall Park		$60,000			
		Bellrock Mill					
PK.58	201	Develop the Bellrock Mill site as a parkette and living museum.				$150,000	
		Petworth Mill					
PK.59	202	Develop the Petworth Mill as a parkette with historical signage and seating area			$100,000		

Table 7-2: Recommendations for parks, trails and boat launches in South Frontenac (continued)

#		Recommendations	Timing				
	Page #	Parks, Trails and Boat Launches	Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years	Past 10 years
		Township Gardens					
PK.60	203	Approach volunteers who maintain Township gardens to discuss the possibility of implementing an edible garden pilot project		Staff			
		Trails					
PK.61	205	Develop a trail strategy to help guide future trail development		Staff			
PK.62	205	Establish Harrowsmith as the Township's primary trailhead/ trail access point		$30,000			
PK.63	205	Retain and enhance the Colebrook Road East right-of-way		$20,000			
		Boat Launches					
PK.64	206	Develop a strategy to assess, update and enhance the Township's boat launches		$40,000			
PK.65	206	Expand and enhance the Shipyards Launch on Dog Lake to provide a concrete ramp and expand parking		$100,000			
PK.66	206	As per the City of Kingston's 2021 Parks and Recreation Master Plan Update, explore opportunity to partner with the City of Kingston for improvements to the boat Launch at Loughborough Lake's west basin		Staff			

Summary of Parks Costs

Reco. #	Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years
PK2	$75,000.00			
PK8			$120,000.00	
PK9		$25,000.00		
PK10	$290,000.00			
PK11			$60,000.00	
PK12		$125,000.00		
PK13			$500,000.00	
PK14				$50,000.00
PK15			$200,000.00	
PK16		$100,000.00		
PK17	$10,000.00			
PK20				$200,000.00
PK22				$100,000.00
PK23			$10,000.00	
PK24			$70,000.00	
PK25		$50,000.00		
PK26		$80,000.00		
PK27		$5,000.00		
PK29		$20,000.00		
PK31			$20,000.00	
PK32	$10,000.00			
PK33		$15,000.00		
PK36			$200,000.00	
PK37			$60,000	
PK38			$10,000.00	
PK39			$100,000.00	
PK40		$50,000.00		
PK41			$25,000.00	
PK42		$60,000.00		
PK43		$15,000.00		
PK44			$80,000.00	
PK45				$10,000.00
PK46		$50,000.00		
PK47		$100,000.00		
PK48				$10,000.00
PK49			$60,000.00	
PK50			$15,000.00	
PK54				$60,000.00
PK55				$80,000.00
PK57		$60,000.00		
PK58				$150,000.00
PK59			$100,000.00	
PK62		$30,000.00		
PK63		$20,000.00		
PK64		$40,000.00		
PK65		$100,000.00		
Totals:	**$385,000.00**	**$945,000.00**	**$1,630,000.00**	**$660,000.00**

7.3 Facilities Recommendations

Table 7-3: Recommendations for facilities in South Frontenac

#		Recommendation	Timing				
	Page #	Facilities	Immediate (2022)	Short 2-4 years	Medium 5-7 years	Long 8-10 years	Past 10 years
		All Facilities					
F.1	76	Confirm recommended outdoor and indoor activity hubs.	Staff				
F.2	78	Activate use of recreation management software system to encompass the functions needed to fully monitor service use, outstanding demand, and associated revenues.	Staff				
F.3	78	Investigate options for people counters to track participants/ attendees at drop-in programs/ sessions and set up a trial period to test acceptable devices, in advance of purchasing multiple units.	Staff				
F.4	82	Engage services of a specialist to develop a user fees policy in consultation with the community.	$50,000				
F.5	83	In conjunction with program development functions, the Township should make every reasonable effort to optimize the use of existing facilities and anticipate program/activity needs in any future facility developments, redevelopments, or enhancements.	Staff				

Table 7-3: Recommendations for facilities in South Frontenac (continued)

#		Recommendation	Timing				
	Page #	Facilities	Immediate (2022)	Short 2-4 years	Medium 5-7 years	Long 8-10 years	Past 10 years
F.6	85	Develop policies/procedures for generating additional sources of revenue that fit within the overall policy framework for parks and recreation services.	Staff				
		Outdoor Facilities					
F.7	86	Consult with ball diamond, rectangular playing field, tennis and pickleball court users to initiate a two-year pilot facility reallocation program, to be supported by documenting scheduling details with recreation management software.	Staff				
F.8	87	Conduct ongoing random, rotating visits to outdoor scheduled facilities to document actual use in relation to allocations by type of use and user.	Staff				
F.9	87	Upon completion of the reallocation pilot and user fees policy adoption, develop and adopt a comprehensive facility allocation policy.		Staff			
F.10	89	Use management software to collect and tabulate data in a manner that contributes to facility planning and operations that is in line with identifying evidence-based demand.		Staff			
F.11	93	Designate appropriately designed diamonds for either adult or child/youth league activity: • Adult: Dave Bowes Memorial Ball Park; Inverary Ball Park; Sydenham Point Memorial Park (lit diamond) = total 4 lit diamonds	Staff				

Table 7-3: Recommendations for facilities in South Frontenac (continued)

#		Recommendation	Timing				
	Page #	Facilities	Immediate (2022)	Short 2-4 years	Medium 5-7 years	Long 8-10 years	Past 10 years
F11	93	• Child/youth: Wilmer Ball Park; Centennial Park; Battersea Ball Diamond; Sydenham Point Memorial Park (unlit diamond), Glendower Park = total 6 diamonds, 4 of which are lit	Staff				
F.12	98	Consult with Minor Ball Association to identify and prioritize required ball diamond improvements		Staff			
F.13	93	Depending on the number of additional fields required for child/youth league activity and costs associated with needed improvements to municipal fields, consider 1) assuming ownership of or 2) entering agreements with Lion's Club for access to Mini Park and/ or Inverary Youth Activities to access diamonds at Ken Garrett Memorial Park, in view of improvements required at these locations and cost differences between the alternatives.			Staff		
F.14	93	The need for new diamonds during the term of the Plan is not anticipated, pending confirmation of evidence-based demand, and potential access to non-municipal fields. The possibility of decommissioning or repurposing surplus fields should be considered over the long-term.				Staff	

Table 7-3: Recommendations for facilities in South Frontenac (continued)

#		Recommendation	Timing				
	Page #	Facilities	Immediate (2022)	Short 2-4 years	Medium 5-7 years	Long 8-10 years	Past 10 years
F.15	98	Designate appropriately designed fields for either adult or child/youth soccer, football, lacrosse, etc.: • Adult: Point Sydenham Point Memorial Park, McMullen Park = total 2 fields, of which 1 is lit • Child/youth: Gerald Ball Park = total 2 unlit fields • Each age group: Centennial Park = total 2 unlit fields	Staff				
F.16	98	Consult with soccer groups to identify required improvements field/site improvements to existing (e.g., storage at Centennial, updating field house at Gerald Ball)	Staff				
F.17	98	The need for new rectangular playing fields during the term of the Plan is anticipated to be limited, pending confirmation of evidence-based demand. The two existing fields at McMullen Park are more than sufficient to accommodate potential growth-related demand, as well as accommodate new, emerging uses. The potential to provide parking at McMullen Park should be considered to facilitate access to these fields. Alternatively, lighting an existing municipal field or accessing School Board fields through formal agreements should be considered.				Staff	
F.18	105	Designate courts and Centennial Park and at Gerald Ball as hubs for pickleball only (12 courts total, of which 6 are lit), and are/ can be scheduled for community use, tournaments, and drop-in play, and move tennis activity at these courts to McMullen Park.	Staff				

Table 7-3: Recommendations for facilities in South Frontenac (continued)

#		Recommendation	Timing				
	Page #	Facilities	Immediate (2022)	Short 2-4 years	Medium 5-7 years	Long 8-10 years	Past 10 years
F.19	105	Provision of new pickleball courts at Glendower Park will improve distribution of supply throughout the Township and, in conjunction with optimal use of existing facilities, will meet needs during the term of the Master Plan				Staff	
F.20	105	Designate courts at McMullen Park exclusively for tennis with the intent of developing a community tennis club at this location.	Staff				
F.21	105	Redeveloping the tennis courts at McMullen Park should include relocating the basketball and shuffleboard courts elsewhere on the site. Light courts if level of use verifies demand	$350,000				
F.22	105	With the redevelopment of tennis courts at McMullen Park, additional facilities are needed in the short-term and longer-term requirements will depend on trends in local club development/participation, which will be monitored and tracked as part of ongoing planning activities	$50,000				
F.23	107	Designate Centennial as the hub for stocksport, which has seen the recent completion of a league play facility. Allocate funds to cover the facility for sun protection, extended play, tournament activity, and other uses when not scheduled for stocksport (e.g., outdoor rink, farmer's market).	Staff				
F.24	107	Consider regional approach to supporting competitive stocksport with economic development funding for its sport-tourism potential.				Council	

Table 7-3: Recommendations for facilities in South Frontenac (continued)

#		Recommendation	Timing				
	Page #	Facilities	Immediate (2022)	Short 2-4 years	Medium 5-7 years	Long 8-10 years	Past 10 years
F.25	107	No additional stocksport facilities are needed pending monitoring trends in use of newly introduced facility for both community-based and competitive programming.					
F.26	108	Replace horseshoe pits at Centennial Park and maintain both these and the pits in Gerald Ball Memorial Park.	$10,000				
		Indoor Facilities					
F.27	112	Designate Storrington Centre and Glendower Hall as primary indoor non-sport program/ activity hubs.	Staff				
F.28	113	Complete Planned Expansion of Storrington Centre	$422,309	as per Canada Community Revitalization Fund grant			
F.29	113	Conduct space planning study for program/service development at Glendower Hall.		$35,000			
F.30	113	Undertake only mandatory facility repairs until renovations plans are confirmed.	Staff				
F.31	114	Consider entering an agreement with large not-for-profit hall organizations for sharing the rental market for large community events.		Staff			
F.32	118	If Harris Park Hall use levels have not increased to at least 75% of available time in three years, the Township should work on behalf of the current user groups to investigate the possibility of their accommodation at Perth Road United Church, and decommission and remove the facility.		Staff			
F.33	118	Undertake only mandatory facility repairs until future of the Hall is confirmed.	Staff				

Table 7-3: Recommendations for facilities in South Frontenac (continued)

#		Recommendation	Timing				
	Page #	Facilities	Immediate (2022)	Short 2-4 years	Medium 5-7 years	Long 8-10 years	Past 10 years
F.34	120	In order of priority 1) investigate the feasibility of repurposing Fermoy Hall as an internet café, with supporting business plans, 2) finishing to accommodate demand for general program/ activity space, or 3) selling it on the open market. Allocate budget to complete the selected option.	Staff cost to facilitate process; $500,000 estimated amount from Township to finish basic improvements including septic system and plumbing				
F.35	120	Regardless of the future of Fermoy Hall, the building should be cleaned up both internally and externally to protect and maintain the investment that has been made to date.	Staff				
F.36	121	Facilitate the use of the McMullen Beach building for use as a tennis club house.	Staff				
F.37	122	Township should reach out to small halls (and other local not-for-profit organizations) to investigate programming opportunities for their facilities and a collective approach to coordinating and supporting each other in service delivery		Staff			
F.38	125	Potential need for additional access to ice time should be met through additional scheduling of available time and, if required, extending operating hours in mornings before 8am and evenings beyond current closing times		Staff			
F.39	125	The joint Frontenac Community Arena Board monitors and tracks hours of arena use, which can be used to anticipate the point at which unmet demand for ice time is sufficient to support an additional pad in the market, and the approach to responding to confirmed need	Arena Board				
F.40	125	Complete the second storey renovations to the Frontenac Community Arena	$400,000				

Table 7-3: Recommendations for facilities in South Frontenac (continued)

#		Recommendation	Timing				
	Page #	Facilities	Immediate (2022)	Short 2-4 years	Medium 5-7 years	Long 8-10 years	Past 10 years
F.41	126	Consolidate the Bradshaw School House and South Frontenac museums at the South Frontenac site, conduct required upgrades at this location, and decommission/sell Bradshaw School House.		Staff			
F.42	127	Incorporate seniors' program space requirements in future new/repurposed facilities	Staff cost to consult				
F.43	137	Commit to the future development of a multi-purpose hub for active sport/recreation to help determine the scope of more immediate programming/ renovation objectives for Storrington Centre and Glendower Hall, and Fermoy Hall	Council				
F.44	137	Set estimated capital budget for new municipal indoor multi-purpose hub for active sport/ recreation			Staff		
F.45	137	Establish parameters for feasibility study RFP to assess and evaluate options for an indoor active sport/recreation hub			Staff		
F.46	137	Investigate the feasibility of increased access to existing gyms for active sports programming	Staff				
F.47	137	The Township of South Frontenac should not provide an indoor pool during the term of the Plan					
F.48	137	Consider offering a shuttle service to the nearest indoor pool in Kingston on peak program days to help residents' access the City's services	Staff				

Summary of Facilities Costs

Reco. #	Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years
F4	$50,000.00			
F21	$350,000.00			
F22	$50,000.00			
F26	$10,000.00			
F28	$422,309.00			
F29		$35,000.00		
F34			$500,000	
F40	$100,000.00			
Total	**$982,309.00**	**$35,000.00**	**$500,000.00**	

7.4 Programs and Events Recommendations

Table 7-4: Recommendations for programs and events in South Frontenac

#		Recommendation	Timing				
	Page #	Programs and Events	Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years	Past 10 years
PE.1	63	Establish an equipment lending library to support self-directed outdoor recreation in all seasons		$5,000			
PE.2	63	Work with legal team to determine requirements and next steps to safely allow new outdoor recreation activities, such as lake skating	Staff				
PE.3	63	Where possible, develop new and move existing programs and events outdoors, in all seasons	Staff cost, and facility/amenity costs would be covered under parks and facilities recommendations				
PE.4	63	Work with wellness and fitness program providers to confirm unmet demand for adult wellness and fitness programs, and if confirmed, work with providers to expand programs, beginning with pilot programs.	Staff				
PE.5	65	Expand nature-based programs and events, in collaboration with relevant agencies and organizations		Staff			
PE.6	66	Identify providers who are willing and bale to provide gymnasium activities for all ages (e.g. badminton, children's games, martial arts, fitness classes, basketball etc.) and work with them to develop gymnasium sport programs for adults and children	Staff				
PE.7	67	Develop short duration programs for all ages, following the Westboro Brainery Model		Staff			

Table 7-3: Recommendations for programs and events in South Frontenac (continued)

#		Recommendation	Timing				
	Page #	Programs and Events	Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years	Past 10 years
PE.8	68	Working with arts and culture providers in the Township (particularly the South Frontenac Museum Society and New Leaf Link), develop arts and culture programs for all ages	Staff				
PE.9	73	Institute biannual programming planning sessions with community organizers	Staff				
PE.10	73	Request ongoing program, activity and event data tracking from community providers, for data not able to be collected through PerfectMind	Staff				
PE.11	73	Directly contract instructors for activities where certification is required, or there are no existing local providers, or not enough providers, who can fill the role		Staff (instructor costs paid through program registration)			

RECREATION, PARKS, AND LEISURE MASTER PLAN

APPENDICES

SOUTH FRONTENAC

APPENDIX A: GreenPlay LLC Pricing

Pricing for GreenPlay (CDN equivalents)

Level One: Hourly Consultations ($185 CDN)

For $150 per hour, we will walk you through conversations, philosophy and exercises that you can use to evaluate your programs and services and begin determining your Resource Allocation Strategy.

Level Two: Accelerated Resource Allocation Process ($14,860 to $22,300 CDN)

For $12,000 - $18,000 we will use best practices to engage staff in the creation of categories of service and a resource allocation model tailored to your community. A financial analysis will identify current levels of cost recovery from which targets will be set to meet current needs while justifying a mission-based approach to service.

Level Three: Accelerated Resource Allocation Process with Community Engagement ($19,820 to $31,000 CDN)

For $16,000 - $25,000, in addition to Level Two scope, we will engage the community through focus groups to understand values, and a community survey opportunity to address criteria and priorities. A Services Assessment workshop will introduce you to tools to address your mission and analyze your service portfolio and immediate needs.

Level Four: Full Resource Allocation and Cost Recovery Study ($49,500 to $54,500 CDN)

For $40,000 - $44,000 we will provide and facilitate a staff intensive study designed to create cultural change within your agency while developing ongoing business tools promoting financial stability and sustainability. This approach will reach far into staffing levels with a solid understanding of the concepts, methodologies, and tools, resulting in a Resource Allocation Philosophy, Policy and Model that will serve you well, regardless of your economic situation.

APPENDIX B: Ball Diamonds

Use Calculations (based on use information from Township)

Prime time estimate:

- 2 hours/evening unlit x 5 nights a week (average of nights used on diamonds)
- 4 hours/evening lit x 5 nights a week (average of nights on used diamonds
- = 7 x 4 x 5 = 140/week or 20 per week per diamond

Table B-1: Use Calculations

Park/diamond Name	Number	Use 2019	Prime time estimate	% prime time used	Visual Survey Condition
Battersea Baseball Diamond	1 lit	• 4m 118h or av. 30/month • 4 nights per week	20 hrs/week x 16 weeks = 320/ season	36.9% (118/320)	• good
Dave Bowes Memorial Ball Park	2 lit	• 6m 192h or av. 32/month • 7 nights per week	40 hrs/week x 24 weeks = 960/ season	20% (192/960)	• both good diamonds
The Point Memorial Park, Sydenham	2 (1 lit)	• 5m 150h or av. 30/month • 7 nights per week	20 hrs/week x 20 = 400/season	37.5% (150/400)	• lit good • unlit fair (grass infield)
Centennial Park	2 (1 lit)	• only one diamond used	• only one diamond used		• lit diamond good • unlit diamond poor (lower)
Glendower Park	1 (lit)	• not used	• not used		• fair (grass infield)
Inverary Ball Park	1 lit	• 4m 16h or av. 17/month • 5 nights a week	20 hrs/week x 16 weeks = 320/ season	5% (16/320)	• fair
Wilmer Ball Park	1 lit	• 2 months @ 2 hrs/week = 16 hrs • 1 month @ 2 hrs/week = 8 hrs	20 hrs/week x 8 weeks = 160/ season	21% (34/160)	• fair/poor

Table B-2: Assessment Variables

Park/diamond Name	Number	Estimate % Prime Time Used	Size & Visual Survey Condition	Users
Battersea Baseball Diamond	1 lit	36.9%	• medium • good	• 4 child/youth teams • 2 adult teams
Dave Bowes Memorial Ball Park	2 lit	20%	• large • both good diamonds	• 4 child/youth teams • 5 adults teams • tournaments
The Point Memorial Park, Sydenham	2 (1 lit)	37.5%	• large lit/small unlit • lit good • unlit fair (grass infield)	• 5 child/youth teams • 1 adult teams
Centennial Park	2 (1 lit)	• only one diamond used	• medium • lit diamond good • unlit lower diamond poor	• 4 child/youth teams • Harrowsmith Social & Athletic Club
Glendower Park	1 (lit)	• not used	• small • fair (grass infield)	• none
Inverary Ball Park	1 lit	5%	• large • fair	• 3 adult teams
Wilmer Ball Park	1 lit	21%	• large • fair/poor	• 2 child/youth teams

APPENDIX C: Rectangular Playing Fields

Table C-1: Assessment Variables

Park/Site Name	Number	Estimate % Prime Time Used	Size & Visual Survey Condition	Users
Frontenac Community Arena, Godfrey	2	no longer scheduled	• junior, unlit • good condition	
Centennial Park, Harrowsmith	2	well used	• well used	• Frontenac Soccer Association • Storrington Soccer Association
Gerald Ball Memorial Park, Sunbury	2	well used	• adult, unlit • portable nets • good condition	• home of Storrington Minor Soccer
McMullen Soccer Park, Verona	2	not used	• adult, unlit • junior, unlit • both fair condition	• no parking available is primary reason for lack of use
Point Memorial Park, Sydenham	1 lit	well used	• adult, lit • good condition	• football field • TIMFL • South Frontenac Community Services
Princess Anne Community Centre, Hartington	1	not used	• junior, unlit • good condition	
Sub-total	**10 (1 lit)**			
St. Patrick's C.S., Harrowsmith	1		• junior, unlit	• no reported use
Harrowsmith P.S.	1		• junior, unlit	• Frontenac Soccer Association
Loughorough P.S., Sydenham	1		• adult, unlit	• no reported use
Perth Road P.S.	1		• adult, unlit	• no reported use
Prince Charles P.S., Verona	1		• junior, unlit	• no reported use
Storrington P.S., Battersea	1		• adult, unlit • track & field combination • good condition	• no reported use
Totals	**16 (1 lit)**			

APPENDIX D: Net Sport Courts

Table D-2: Assessment Variables

Park/Name & Location	Number & Type			Visual Survey Condition	Users
	Pickleball	Tennis	Combined		
Centennial Park, Harrowsmith	4		2 pickleball/1 tennis	excellent condition	• home of Frontenac Pickleball Club
Gerald Ball Memorial Park, Sunbury	4 (lit)		2 pickleball/1 tennis	excellent condition	• home of South Frontenac and Battersea Pickleball • Southern Frontenac Community Services
McMullen Beach Park, Verona		2		poor condition	
Point Memorial Park, Sydenham	2	1		excellent condition	• Southern Frontenac Community Services • schools and private bookings
Glendower Park, Godfrey		2 lit		fair condition	
Total	**10 (4 lit)**	**5 (2 lit)**	**4 pickleball/2 tennis**		

Table D-3: 2021 User Group Court Reservations

Park & Court #	Season Duration	Bookings by Day*						
Gerald Ball		M	T	W	T	F	S	S
1	June 15 - Sept 9		9 - 11a	9 - 11a	9 - 11a			
	Apr 13 - June 10 Sept 14 - Oct 28		3 - 5p	3 - 5p	3 - 5p			
	June 1 - Sept 30		11a - 1p		11a - 1p			
	July 23 - Oct 1	9 - 11a				9 - 11a		
2	June 15 - Sept 9		9 - 11a	9 - 11a	9 - 11a			
	Apr 13 - June 10 Sept 14 - Oct 28		3 - 5p	3 - 5p	3 - 5p			
3	April 15 - Oct 31	9 - 11a		9 - 11a		9 - 11a		
4	May 3 - Sept 3	9 - 11a		9 - 11a		9 - 11a		
Centennial Park								
1	May 3 - Sept 29	9 - 11a		9 - 11a		9 - 11a		
	July 27 - Aug 24		5 - 7p					
2	May 3 - Sept 29	9 - 11a		9 - 11a		9 - 11a		
	July 27 - Aug 24		5 - 7p					
3	May 3 - Sept 29	9 - 11a		9 - 11a		9 - 11a		
4	May 3 - Sept 29	9 - 11a		9 - 11a		9 - 11a		
5	May 3 - Sept 29	9 - 11a		9 - 11a		9 - 11a		
6	May 3 - Sept 29	9 - 11a		9 - 11a		9 - 11a		
Totals		9	7	12	5	8		

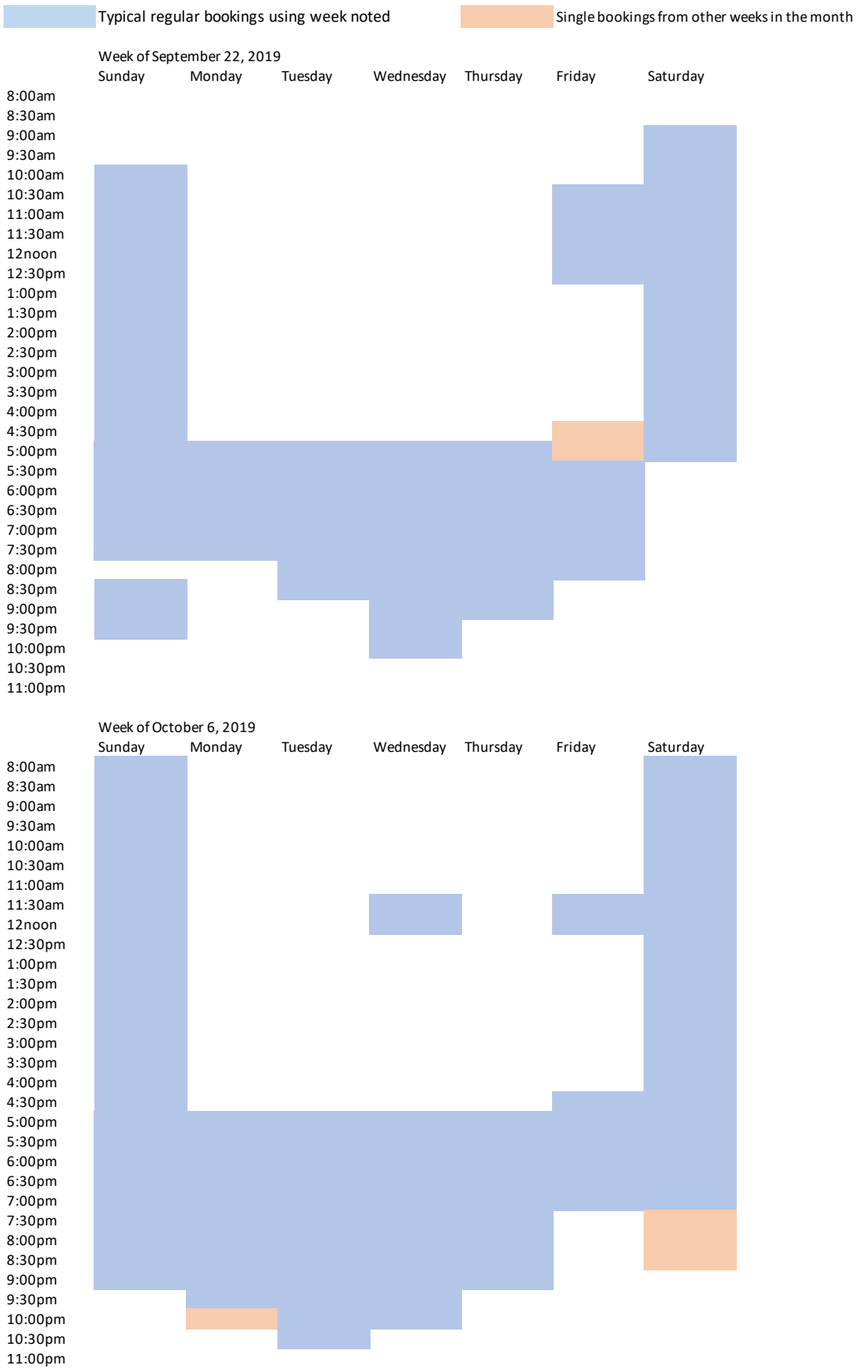
* shaded calls indicate designated drop-in/casual use times

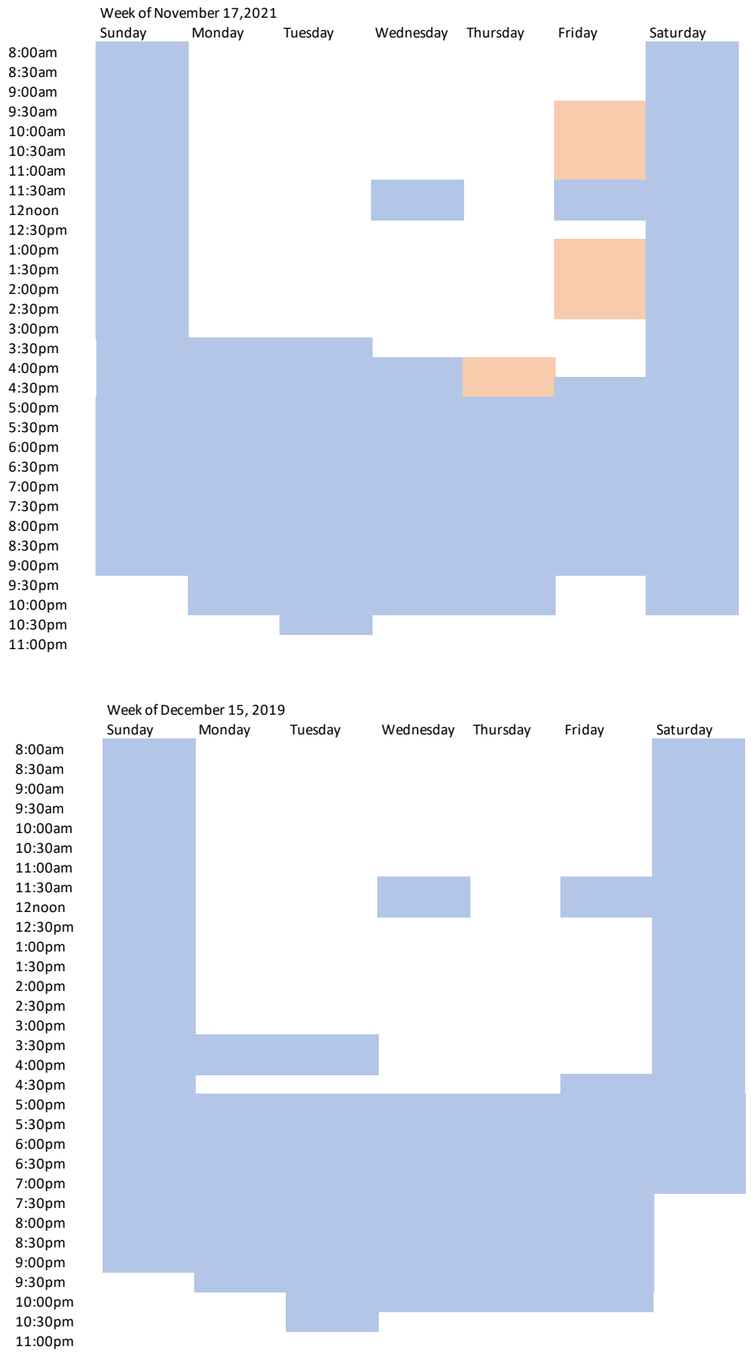
Table D-4: Summary of Club Surveys

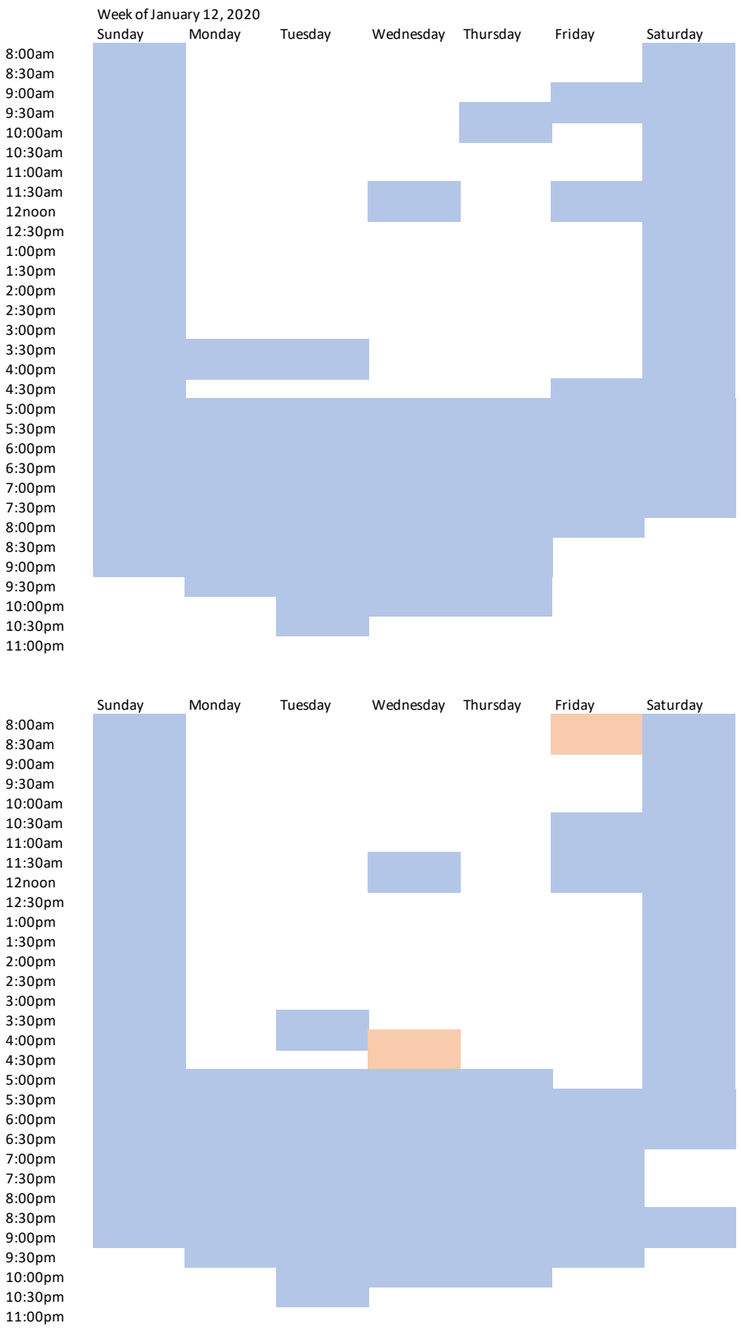
Club Name & Base	Age served	Months Active	Members 2019	Facilities Used	Future Growth	Needed Facilities
Frontenac Pickleball Club Centennial Park Harrowsmith	20 to 75+ years	April through October	75	Harrowsmith courts	+ 25%	• outdoor courts • gym • large multi-purpose space
Battersea Pickleball Group Gerald Ball Park, Sunbury	35 to 75+ years	All year	25	Sunbury courts; Storrington PS gym	+ 25%	• outdoor courts • gym
South Frontenac Pickleball Inverary	20 to 75+	April through November	50	courts in Sunbury, Sydenham, Harrowsmith, Inverary; 5 school gyms; Sunbury community hall; Harrowsmith church	+ 25%	• covered outdoor space • designated indoor space • storage for nets and paddles

APPENDIX E: Arena Schedule for selected months, 2019/2020

Table E-1: Frontenac Community Arena: Ice Schedule for September to February 2019/20







APPENDIX F: Boat Launch Assessment Terms of Reference

Boat Launch Assessment Terms of Reference

The Township's twenty boat launches are a critical aspect of waterfront recreation in South Frontenac. Keeping these locations in good condition while maximizing their potential to ensure they can accommodate future demands should be a focus of the Township, as use is anticipated to grow in the future. The impact of fluctuating water levels and ensuring climate resiliency at boat launches is also an important consideration.

While some preliminary investigative work was undertaken during the development of the Recreation, Parks and Leisure Master Plan, this primarily consisted of documenting the location and function of the boat launches. Moving forward, more detailed 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.

As per Recommendation PK.64, it is suggested that this investigative work be undertaken to help establish a baseline regarding existing conditions. This may be done on an individual location by location basis, or as one larger project over a six-to-eight-month period under one contract. The latter approach would be more efficient and provide a more immediate understanding of existing conditions, but would be a significantly larger contract. If only a small budget can be dedicated each year, this work can be separated into individual projects on an as-needed basis over many years.

Key components of boat launch assessment work include:

- Legal, topographic and bathymetric surveys
- Facility condition assessment
- Concept development
- Cost estimates
- Prioritization

The following provides further details on how this work may be undertaken and how the findings from this work can be used to help identify future improvements to the Township's boat launches. This information may be used in the development of a terms of reference for the procurement of this work.

1. Legal, Topographic and Bathymetric Survey

Each boat launch should be surveyed to understand the site's existing conditions. This includes:

- Legal survey of each property including the identification of any easements
- Topographic survey, which includes but is not limited to:
    - Elevations with the site boundary and extending a minimum of 5 metres onto adjacent properties
    - Location of all trees over 10 cm
    - Identification of groupings of vegetation
    - Above and below grade utilities
    - Edge/limit of all surface materials (concrete, asphalt, granular, natural surfaces)
    - Structures (docks, launch ramp, sheds, and other associated buildings)
    - Signage and other amenities (trash cans, bollards,
    - Shoreline condition and features
- Bathymetry from shoreline edge to a minimum of 8-12 metres into water to understand the depth of water surrounding the launch, which will help identify potential underwater obstructions and the potential need for dredging or limitations regarding boat size

2. Facility Condition Assessment

Each location should be inventoried, documented and assessed in regard to the existing features of each site and their condition. This includes:

- Photographic inventory
- Assessment of all structures and their anticipated life expectancy. This includes pavement, docks/in water structures, boat launch ramps and their associated infrastructure
- Ingress and egress to/from the site from the adjacent road to understand any challenges associated with the property in terms of safe vehicular movement and sight-lines associated with roadway traffic

3. Concept Development

From the information gathered through the site surveys and facility condition assessments, each boat launch site should be reviewed and assessed for their potential and/or need for future enhancements. Key considerations should include but not limited to:

- Safe vehicular access
- Turning movement for vehicles with trailers
- Parking configuration
- Potential for off-site and/or overflow roadside parking
- Docking and launch facilities
- Potential for additional amenities (boat washing, small craft launch, seating, signage)

4. Cost Estimates

Based on the completed facility condition assessment and concept developed for each boat launch, a cost estimate should be prepared to understand the cost of the recommended capital improvements for budgeting purposes. This estimate should include both hard and soft costs associated with implementing the boat launch improvements.

5. Prioritization

In unison with the costing, the priority for boat launch improvements should be determined. This priority sequencing should consider:

- Immediate need and quick wins
- Aging infrastructure and safety concerns
- Frequency of use to prioritize spending on popular/well used launch locations
- Potential future demand associated with proposed improvements (i.e. will enhancements encourage more users)
- Balanced spending based on available financial resources (available budget)

APPENDIX G: Indoor Pools

Table G-1 shows that, from a total of 337 indoor 25-metre and leisure pools in Ontario, 78 (23%) are in communities (both rural, small and larger urban) below 30,000 population. These are the types of pools that would be most comparable to a facility for South Frontenac. Over three-quarters of Ontario communities of smaller than 30,000, therefore, do not have indoor pools.

Table G-1: Ontario Census Subdivisions with Pools by Type [2]

Pool Type	# owned by all jurisdictions (provincial, regional, municipal)	# owned (or leased) by lower-tier municipalities	% municipally owned	Census subdivisions1 (CSDs) within Rural and Small Town Areas*	Census subdivisions1 (CSDs) within Larger Urban Centres**	Rural and Small + Larger Urban up to 29,999 Population	Census subdivisions1 (CSDs) within Larger Urban Centres**
				# CSDs in with population of 1,000 or more	# in CSDs population up to 29,999	#/% of total	# in CSDs population 30,000 +
Indoor, 25 metres	221	221	100	30	22	52 / 24%	169
Indoor, 50 metres or longer	13	13	100	1	1	2 / 15%	11
Indoor, leisure	116	116	100	15	11	26 / 22%	90
Outdoor	263	263	100	49	21	70 / 27%	192

* outside Census Metropolitan Areas and outside Census Agglomerations
**within Census Metropolitan Areas and Census Agglomerations

2 Rural Ontario Institute. Focus on Rural Ontario. Vol. 7, No. 11, 2020 Culture, Recreation and Sports Infrastructure in Rural Ontario

In view of these findings and the variation in municipal circumstances that lead to decisions on facility provision, a web-based review of Ontario communities around 20,000 population was conducted to identify those with indoor pools and search for financial data related to their operations. Using the Association of Municipalities of Ontario (AMO) open data, 14 municipalities were identified and each municipal website was consulted for information related to the supply and financing of indoor pools. Table G-2 shows the information on supply.

Five of 14 communities have municipally owned indoor pools ranging from single tank lane pools to facilities with both lane and leisure pools: the Townships of Wilmot and Uxbridge, and the Towns of Wasaga Beach, Essex, and Collingwood. Of the five, the Town of Wasaga Beach pool is operated by the YMCA. Four, therefore, are municipally owned and operated.

Table G-2: Indoor Pool Review

Municipality*	2016 Population*	Municipal Indoor Pool		Description/comments
		Yes	No	
Township of Essa	21,083		X	
Township of Wilmot	20,545	X		• Wilmot Aquatic Centre has two accessible swimming pools: an eight lane, 25-metre lap pool and a warm water leisure pool with beach entry • Located at the Wilmot Recreation Complex
Town of Amherstburg	21,936		X	• Lions outdoor pool permanently closed
Town of Kingsville	21,552		X	
Township of Oro-Medonte	21,036		X	• As part of a 2010 study by The Rethink Group (p. 107) it was determined that although an aquatic facility was a relatively high priority among residents, its potential inclusion in township-wide multi-use recreation centre was beyond the financial ability of the Municipality to provide at the time.

Between 2010 and 2019, three municipalities - the Township of Oro-Medonte, the Municipality of Strathroy-Caradoc and the Town of Lincoln - decided not to develop indoor aquatic facilities due the costs of provision and operation relative to a small population base. The Town of Uxbridge's pool is an aging facility (approximately 30 years old) that requires major upgrades/repairs. The Township's ten-year capital plan identifies a preliminary cost estimate of $28.5 million (2023$) to develop a new aquatic facility comprising a 6-lane, 25 metre pool, a therapy pool and a multi-purpose space of approximately 26,500 square feet. Construction is assigned to the years 2025/26 but will not go ahead unless the Township is successful in grants from the federal and provincial governments totalling $12.35 million or just over 70% of the full cost. Previous applications for this project have been unsuccessful.

Municipality*	2016 Population*	Municipal Indoor Pool		Description/comments
		Yes	No	
Township of Scugog	21,617		X	• outdoor pool
Town of Tecumseh	23,229		X	• outdoor leisure pool
Township of Uxbridge	21,176	X		• Uxpool Aquatic Fitness Centre • 25-metre lane pool
Town of Wasaga Beach	20,675	X		• YMCA operates municipal pool in Recplex, which includes a lane pool and a hot tub
Town of Essex	20,427	X		• 4-lane 25-metre lap pool and Tarzan rope, a leisure pool and waterslide, and a training pool with stretch bars • located at Essex Recreation Complex
Town of Collingwood	21,793	X		• 6-lane 25-metre pool, and leisure pool • located at Centennial Aquatic Centre
Town of Lincoln	23,787		X	• 2 outdoor pools • The 2019 Master Plan prepared by Monteith Brown (p. 63) notes: Lincoln's population - both now and into the foreseeable future - is insufficient to adequately support an indoor aquatic facility and offset the substantial associated costs (roughly estimated at $10 million - $15 million to build with an annual operating shortfall approaching $500,000).
City of Owen Sound	21,341		X	• YMCA of Owen Sound Grey Bruce Aquatic Centre: a warm water leisure pool and a full 25 metre, 8 lane main pool • municipal outdoor heated pool
Municipality of Strathroy-Caradoc	20,867		X	• in 2012 Council decided not to proceed with an Indoor Pool Facility project at this time due to current financial constraints and the significant impact this project would have on the ability to meet the future service needs of the Municipality (estimated expenditure of over $14 million)

*Source: https://www.amo.on.ca/size-municipal-council-and-population

Different approaches to accounting and the various components in the complexes identified preclude directly comparing operating costs. For four of these facilities, figures were relatively easy to extract from recent budgets. They are also shown in Table G-3 in relation to total municipal expenditure and revenues to give context to the figures. The Township of Wilmot showed an operating surplus of over $500,000. At the same time, the total net operating deficit for recreation was $2.7 million. The facility operating deficits varied with the Uxpool showing a very low net deficit compared to those for the Towns of Wasaga Beach and Essex. As newer facilities, however, the figures for the latter two are likely closer to that which could be expected for an indoor aquatic centre in South Frontenac.

Table G-3: Sample of Indoor Pool Operating Costs and Revenues

	Township of Uxbridge Uxpool 2019 ($)	Town of Wasaga Beach Recplex 2021 ($)	Town of Essex Essex Recreation Complex 2019 ($)	Township of Wilmot Wilmot Aquatic Centre2019 ($)
Facility operating expenditures	631,129	322,408.36		919,820
Facility operating revenues	478,466	14,206.14		1,456,450
Net	(152,663)	(308,202.22)	(385,381)	536,630
Total Municipal Expenditures	15,715,059	29,546,455.93	42,531,039	16,983,773
Total Municipal Revenues	19,687,539	42,620,705.16	42,936,058	9,088,543

Note: Figures shown are before amortization adjustments; all, except for Wilmot, were indicated as actual budget figures.

TOWNSHIP OF SOUTH FRONTENAC

RECREATION, PARKS AND LEISURE MASTER PLAN

MAY 2022

SOUTH FRONTENAC

Prepared by thinc design in association with Mehak, Kelly & Associates, and Oraclepoll Research Ltd. for the Township of South Frontenac

Land Acknowledgment Statement

In the spirit of Truth and Reconciliation and as an opening statement to this plan, we recognize that the lands of South Frontenac Township are entirely within the traditional unceded territory of the Algonquin, Anishnaabe, and the Haudenosaunee.

In acknowledging this traditional territory, we recognize its long history and as we embark on discussing recreation, parks and leisure services, we recognize that recreation activities have been occurring on these lands by Indigenous peoples long before the establishment of European settlements. Further, we acknowledge the land's continued significance for the Indigenous Peoples who continue to live, work and play here.

This recognition must also be clearly and overtly connected to our collective commitment to realizing the promise and the challenge of Truth and Reconciliation in our communities.

The Township plays an important role in the reconciliation process and, through the implementation of the Recreation, Parks and Leisure Master Plan, we can advocate and work to co-create meaningful recreation services with Indigenous communities.

Table of Contents

Land Acknowledgment Statement iii

Introduction 1

- Purpose of the Master Plan 1
- Planning Process 1

1.0 Background and Community Context 5

- 1.1 Geographic Context 5
- 1.2 Socio-demographic Profile 6
- 1.3 Summary of Relevant Township Plans & Studies 12
- 1.4 Summary of Relevant Township Policies & By-laws 16
- 1.5 Summary of Relevant County Plans and Policies 18

2.0 Trends in Parks and Recreation Service Provision 27

- 2.1 Overarching Trends 27
- 2.2 Substantive Service Areas 33

3.0 Framework for the Master Plan 46

4.0 Programs and Events 51

- 4.1 Supply 51
- 4.2 What We Heard 56
- 4.3 Program/Event Areas for Development 61
- 4.4 Program Delivery 72

5.0 Facility Needs Assessment 76

- 5.1 Requirements for All Facilities 76
- 5.2 Outdoor Scheduled Facilities 86
- 5.3 Indoor Scheduled Facilities 110

6.0 Parks, Trails and Boat Launches 145

- Introduction 145
- 6.1 Park Supply and Classification 145
- 6.2 Trails Supply 154
- 6.3 Boat Launch Supply 156
- 6.4 What We Heard 160
- 6.5 Nature and The Outdoors: Guiding Principles for Providing Outdoor Municipal Spaces 163
- 6.6 Considerations for New Facilities 170
- 6.7 General Park, Trail and Boat Launch Recommendations 177
- 6.8 Park Specific Recommendations 180
- 6.9 Trail Specific Recommendations 209
- 6.10 Boat Launch Specific Recommendations 211

7.0 Implementation 214

- 7.1 Implementation Considerations 214
- 7.2 Parks, Trails and Boat Launches Recommendations 216
- 7.3 Facilities Recommendations 223
- 7.4 Programs and Events Recommendations 231

APPENDIX A: GreenPlay LLC Pricing 235

- Pricing for GreenPlay (CDN equivalents) 236

APPENDIX B: Ball Diamonds 237

- Use Calculations (based on use information from Township) 238

APPENDIX C: Rectangular Playing Fields 241

APPENDIX D: Net Sport Courts 243

APPENDIX E: Arena Schedule for selected months, 2019/2020 247

APPENDIX F: Boat Launch Assessment Terms of Reference 251

- Boat Launch Assessment Terms of Reference 252

APPENDIX G: Indoor Pools 255

List of Tables

Table 1-1: Key population data for the Township of South Frontenac* 6
Table 1-2: Age distribution of the population for South Frontenac and Frontenac County* 7
Table 1-3: Permanent and seasonal populations for the Township of South Frontenac every five years from 2021 to 2031* 10
Table 1-4: Projected population growth for permanent and seasonal residents South Frontenac's settlement areas between 2016 and 2046* 11
Table 2-5: 2021 ParticipACTION Adult Report Card Indicators 39
Table 4-1: Summary of events organized in South Frontenac 51
Table 4-2: Programs in South Frontenac 54
Table 4-3: Comparison of key findings from the random telephone and online resident surveys 58
Table 4-4: Organizations that own or manage natural areas in the Township 65
Table 4-5: Arts and culture programs offered in South Frontenac 69
Table 4-6: Programs and event options for parks and facilities in the Township 70
Table 5-1: Ball Diamonds- Supply and Reported Demand 90
Table 5-2: Recommended Ball Diamond Designations 92
Table 5-3: Rectangular Playing Fields- Supply and Reported Demand 95
Table 5-4: Recommended Rectangular Playing Field Designations 98
Table 5-5: Pickleball Courts- Supply and Reported Demand 100
Table 5-6: Tennis Courts- Supply and Reported Demand 103
Table 5-7: Canadians that played tennis at least once a week during tennis season 104
Table 5-8: Pickleball and Tennis Courts 105
Table 5-9: Stocksport - Supply and Reported Demand 107
Table 5-10: Horseshoe Pits - Supply and Reported Demand 109
Table 5-11: Household Survey Results for Potential Multi-purpose Space Uses 111
Table 5-12: Large Multi-purpose Spaces 112
Table 5-13: Small Multi-purpose Spaces 120
Table 5-14: Single Purpose Facilities - Supply and Reported Demand 127
Table 5-15: Township museums 130
Table 5-16: Seniors facilities 131
Table 5-17: Facility interests 133
Table 5-18: Multi-purpose complex high-level estimates 136
Table 6-1: South Frontenac Parks and Amenities Inventory 146
Table 6-2: Proposed Park Classification System 148
Table 6-3: Comparison of park provision levels and targets in comparable municipalities 151
Table 6-4: South Frontenac Trail Inventory 154
Table 6-5: Boat Launches in South Frontenac 157
Table 6-6: Question 4 from the random telephone survey: At which of the following municipal outdoor facilities, parks or beaches have you or other members of your household participated in organized programs and/or unstructured activities? (please select all that apply) 161
Table 6-7: Considerations for possible outdoor ice rinks 171
Table 6-8: Rationale for developing a skatepark or pump track at South Frontenac parks 173
Table 7-2: Recommendations for parks, trails and boat launches in South Frontenac 216
Table 7-3: Recommendations for facilities in South Frontenac 223
Table 7-4: Recommendations for programs and events in South Frontenac 231

List of Figures

Figure 1-1: Age distribution for the population of the Township of South Frontenac and the County of Frontenac in 2016* 8
Figure 1-2: Age Distribution for the population of Frontenac County in 2021 and 2031* 9
Figure 2-1: Educational infographic created by EcoHealth Ontario 31
Figure 2-2: Wedding ceremony at Island Lake's floating amphitheatre 33
Figure 2-3: Durham College Esports Venue 37
Figure 4-3: Top programs of interest from the telephone survey 57
Figure 4-4: Top programs of interest from the online survey 57
Figure 5-1: Resident Opinion on Levels of Service from the Township in Four Different Service Areas.* 79
Figure 5-2: Pyramid Methodology for Resource Allocation/Cost Recovery* 80
Figure 5-3: GreenPlay Model Related to Municipal Mandate 80
Figure 5-4: Outdoor Facilities in South Frontenac 89
Figure 5-5: Indoor Facilities in South Frontanac 115
Figure 5-6: Municipal Double Gymnasium with Elevated Track (Edithvale Community Centre, Toronto) 135
Figure 5-7: Resident Opinion on the Most Important Issues to be Addressed by Council in the Township of South Frontenac.* 137
Figure 5-8: Russell Sports Dome: workout area, track and artificial turf field 138
Figure 5-9: Russell Sports Dome: multi-sport court 139
Figure 6-1: Parks and Trails Map 153
Figure 6-2: Boat Launch Map 158
Figure 6-3: Use of parks and facilities from the online survey (pie on the left), and resident survey (pie on the right). 160
Figure 6-4: Comments from Master Plan resident survey 163
Figure 6-5: Centennial Park Existing Amenities 181
Figure 6-6: Centennial Park Play Equipment 182
Figure 6-7: Centennial Park Pathways and Wayfinding 182
Figure 6-8: Centennial Park Multi-Purpose Pad 182
Figure 6-9: Centennial Park Dog Park 182
Figure 6-10: Sydenham Point Municipal Park Site Map 185
Figure 6-11: Sydenham Point Play Equipment 187
Figure 6-12: Sydenham Point Beach 187
Figure 6-13: Site map of McMullen Beach and Soccer Parks 188
Figure 6-14: McMullen Park Play Equipment 189
Figure 6-15: McMullen Park Basketball Nets 189
Figure 6-16: McMullen Park Cemetery Fencing 189
Figure 6-17: McMullen Park Parking 189
Figure 6-18: Davidson Beach Pathway to Beach 191
Figure 6-19: Gilmour Point Beach Pathway 192
Figure 6-20: Gilmour Point Beach Pavilion 192
Figure 6-21: Bleachers at Dave Bowes Memorial Ball Park 194
Figure 6-22: Playground at Gerald Ball Memorial Park 195
Figure 6-23: Pickleball Courts at Gerald Ball Memorial Park 195
Figure 6-24: Play Equipment at Inverary Ball Park 198
Figure 6-25: Bleachers at Inverary Ball Park 198
Figure 6-26: Map of Princess Anne Community Centre and South Frontenac Museum site 200
Figure 6-27: Play Equipment at Tett Park 201
Figure 6-28: Open Space at Tett Park 201
Figure 6-29: Wilmer Ball Park Playground 202
Figure 6-30: Wilmer Ball Park Bleachers 202
Figure 6-31: Wilmer Ball Park Canteen 202
Figure 6-32: Battersea Ball Diamond Open Space and Playground 203
Figure 6-33: Latimer Community Park Play Equipment 204
Figure 6-34: Latimer Community Park Basketball Court 204
Figure 6-35: Latimer Community Park Gazebo 204
Figure 6-36: Harris Hall Play Equipment 205
Figure 6-37: Loughborough Boat Ramp 211









Introduction

Purpose of the Master Plan

This Recreation, Parks & Leisure Master Plan was developed to evaluate the needs and opportunities for recreation programs and events, facilities, trails, lakes and parks in South Frontenac over the next 10 years. This report provides needs assessments, recommendations and an implementation plan that will guide the Township's recreation provision over the term of the Plan.

Planning Process

The Plan was developed in four phases:

Phase 1: Project Initiation and Background Research

Phase one of the project took place in Winter 2020. It involved conducting a review of background documents, creating a socio-demographic profile and compiling inventories of the Township's parks, facilities and programs and events.

Phase 2: Community Engagement

Phase two took place in Winter/Spring 2021. Interviews with internal and external stakeholders were conducted, including with members of Council, Township and County staff, and community groups and organizations, for a total of 24 interviews. Nine focus group sessions were conducted with the Township's recreation committees, residents, groups and organizations. A website was created for the project (engagefrontenac.ca) to provide updates and opportunities for community engagement throughout the process. A Consultation Summary Report was completed in Summer 2021 and posted on engagefrontenac.ca.

Phase 3: Needs Assessment and Draft Report

Phase three took place between Summer and Winter 2021. It involved developing needs assessments for programs, activities and events, recreation facilities, parks, trails and boat launches. An implementation program was developed, outlining the suggested roll out of recommendations.

Phase 4: Final Recreation, Parks & Leisure Master Plan

The draft Master Plan was completed and posted on engagefrontenac.ca for two weeks. The comments received were positive and reinforced the recommendations provided. The Plan was finalized and presented to Council in Summer 2022.

SOUTH FRONTENAC

RECREATION, PARKS, AND LEISURE MASTER PLAN

1.0 BACKGROUND AND COMMUNITY CONTEXT

SOUTH FRONTENAC

1.0 Background and Community Context

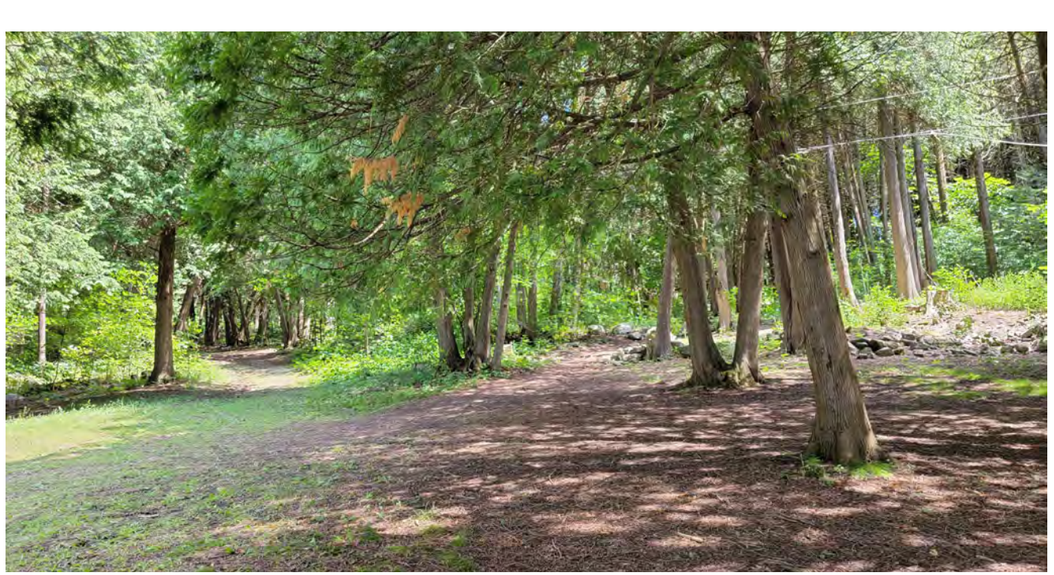
1.1 Geographic Context

The Township of South Frontenac is located in Southeastern Ontario, in the County of Frontenac, a region that is approximately 4,000 square kilometres comprised of four municipalities: Central Frontenac, North Frontenac, South Frontenac and Frontenac Islands. South Frontenac has a land area of 971.56 square kilometres and is located 250 kilometres east of Toronto, accessible via Highway 401 and a 20 minute drive from the City of Kingston, north of Highway 401.[1]

It is South Frontenac's vision to be "natural, vibrant and growing - a progressive rural leader." South Frontenac is comprised of many small communities spread throughout its rural landscape, with 75 named lakes, and streams, ponds and natural springs dispersed throughout the Township. In addition to the many parks and open spaces located in the Township, South Frontenac is a part of the Frontenac Arch Biosphere, which is a UNESCO-designated biosphere region that is home to a diverse population of rare species within the Canadian Shield.[2]



Petworth Mill Site



Davidson Beach

1 https://www.frontenaccounty.ca/en/living/about-frontenac.aspx
2 https://www.southfrontenac.net/en/things-to-do/explore-the-outdoors.aspx

1.2 Socio-demographic Profile

The socio-demographic profile for the Township was developed using data from the 2016 Canada Census and the Township of South Frontenac Growth Analysis Study, 2016-2046 (2020).

Table 1-1 highlights key data from the 2016 Canada Census on population age distribution, population density, median total income of households and mobility status for South Frontenac.

Table 1-1: Key population data for the Township of South Frontenac*

Population	18,646	
Age Distribution	0-4 years old (Preschool)	900 (4.9%)
	5-9 years old (Children)	1,025 (5%)
	10-19 years old (Tweens and teens)	2,185 (11.7%)
	20-64 years old (Adults)	11,220 (60%)
	65+ years old (Seniors)	3,320 (17.8%)
Population Density	19.2 people/square kilometre	
Median Total Income of Households in 2015	$89,457	
Mobility Status	Place of residence 1 year ago (prior to 2016): 1,420 (7.7%) movers Place of residence 5 years ago (prior to 2016): 4,540 (25.7%) movers	

*(Source: 2016 Canada Census)

Table 1-2 highlights the age distribution for the population in South Frontenac and Frontenac County.

The proportionate age distribution shows that the 45 to 59 year age cohort is the largest in both the Township of South Frontenac and the County.

Table 1-2: Age distribution of the population for South Frontenac and Frontenac County*

Age Group	South Frontenac Population	South Frontenac Total Population (%)	Frontenac County Population	Frontenac County Total Population (%)
0-14 years of age	2,990	16	22,020	14.6
15-29 years of age	2,780	14.9	29,225	19.4
30-44 years of age	3,030	16.3	26,390	17.5
45-59 years of age	4,925	26.4	32,750	21.8
60-74 years of age	3,840	20.6	26,940	17.9
75 years of age and older	1,075	5.8	13,150	8.7
Total	18,645	100	150,475	100

*(Source: 2016 Canada Census)

Figure 1-1 below illustrates the data from Table 1-2 in a graph.

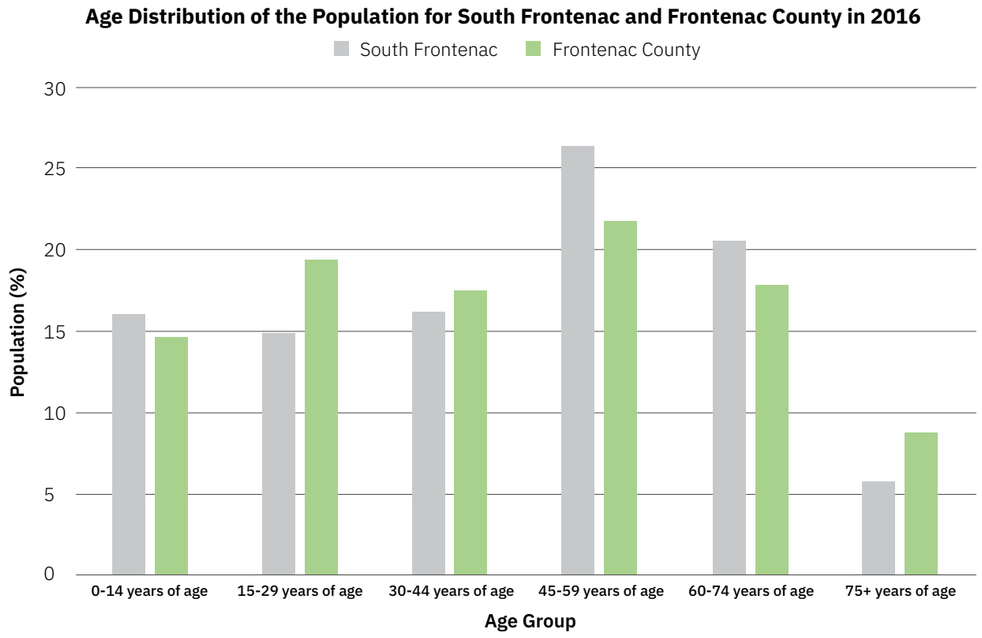


Figure 1-1: Age distribution for the population of the Township of South Frontenac and the County of Frontenac in 2016*

*(Source: 2016 Canada Census)

Figure 1-2 illustrates the current and projected (2031) age distribution in Frontenac County. The County's population is projected to decline from 2021 to 2031 for most age groups, except for the 30-44 years of age and the 75+ years of age groups.

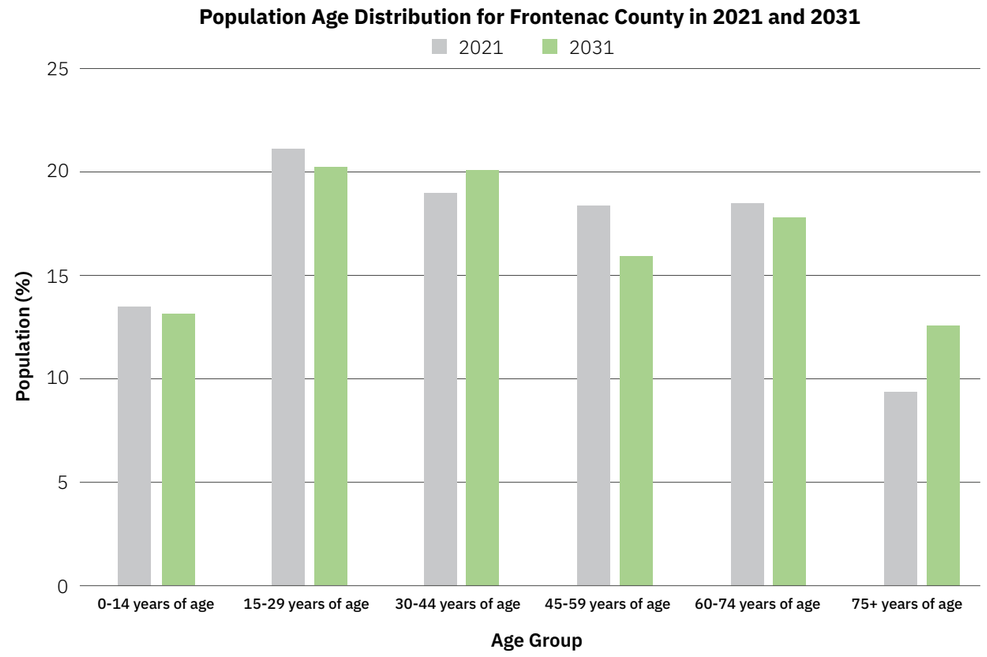


Figure 1-2: Age Distribution for the population of Frontenac County in 2021 and 2031*

*(Source: Ontario Population Projections Update, 2019-2046, Summer 2020)

Future Population of South Frontenac

Table 1-3 presents the projected permanent and seasonal populations of South Frontenac in 2021, 2026 and 2031. Throughout this period, the percentage share of the Township's seasonal population is anticipated to decline slightly, although it will continue to comprise approximately 1/3 of the total. The permanent and seasonal populations are projected to increase between 2021 and 2031.

Table 1-3: Permanent and seasonal populations for the Township of South Frontenac every five years from 2021 to 2031*

Year	Permanent Population		Seasonal Population		Total
	#	%	#	%	#
2021	19,900	65%	10,500	35%	30,400
2026	20,800	66%	10,600	34%	31,400
2031	21,800	67%	10,700	33%	32,500

*(Source: Growth Analysis Study 2016- 2046, 2019 by Watson & Associates Economists)

Locations of Future Growth

Future growth is anticipated in primary settlement areas, secondary settlement areas, remaining settlement areas and rural areas, per the Growth Analysis Study 2016-2046, completed in 2019:

- Primary Settlement Areas (Inverary, Sydenham and Verona) provide a broad range of services including commercial and community lands, as well as a broad range of housing options.
- Secondary Settlement Areas (Battersea, Harrowsmith, Hartington and Sunbury) are predominately residential with commercial services.
- Remaining Settlement Areas (Bellrock, Perth Road Village, Petworth, Railton, Spaffordton and Wilmer) are almost entirely residential and have not experienced as much growth and development in relation to primary and secondary settlement areas.
- Rural: Growth outside of the defined settlement areas, including waterfront properties.

Table 1-4 shows the percentage of the population growth projected in South Frontenac in each settlement area between 2016 and 2046 for both seasonal and permanent populations. The largest population growth is expected in the rural area of South Frontenac for both permanent and seasonal residents.

Table 1-4: Projected population growth for permanent and seasonal residents South Frontenac's settlement areas between 2016 and 2046*

Settlement Area	Population Growth 2016 - 2046 (permanent residents only)	Population Growth 2016 - 2046 (permanent and seasonal residents)
Primary	34%	30%
Secondary	24%	21%
Rural	38%	46%
Remaining areas	4%	4%

*(Source: Growth Analysis Study 2016- 2046, 2019 by Watson & Associates Economists)

1.3 Summary of Relevant Township Plans & Studies

Township of South Frontenac Official Plan, 2003

The Official Plan outlines the direction the Township will take regarding its planning and development decisions in relation to social, economic and environmental matters. The Official Plan encourages growth and maintaining the Township's environmental integrity post-amalgamation. Council approved a new Policy Directions Report in 2021, and an updated Official Plan is expected in 2022.

Key Points from the Plan:

- Official Plan goals and objectives Natural Heritage, Housing, Agricultural and Rural, Mineral Resources, Cultural Heritage, Public Health and Safety, Commercial, Servicing and Community Improvement, Recreational and Transportation.
- For Natural Heritage – to preserve and enhance the natural attributes of South Frontenac (e.g., lakes, forests, rural landscape); foster sustainable development that preserves current needs and the needs of future generations and maintains environmental quality. Improve and maintain water quality and shorelines.
- For Servicing and Community Improvement - providing the highest standard of physical and community services, especially in built-up areas (e.g., recreation parks, libraries, community meeting spaces, etc.).
- For Recreational – maximizing resources for greater recreation opportunities; ensuring sufficient park, recreational and sport facilities in the Township (e.g., the development/improvement of trails, scenic routes, recreational facilities, nature-oriented activities, etc.); importance of parkland dedication as permitted under the Planning Act; securing more waterfront lands for public use.
- Lands identified as Environmentally Sensitive Areas may be developed for specific purposes and uses for recreation, with Council's approval (e.g., significant fish habitat, areas of natural and scientific interest, woodlands and valleylands, etc.).
- Council, in consultation with the Conservation Authority, requires any Environmentally Sensitive Areas to undergo an Environmental Impact Assessment first if being considered for recreation development.
- Lands identified as Open Spaces (e.g., conservation areas, agricultural lands not involving livestock, woodlots, parks, golf courses, etc.) are permitted for recreational uses.
- Recreational uses are permitted on lands designated as Rural (e.g., riding clubs, campsites and trailer parks, marinas, etc.).

Township of South Frontenac – Growth Analysis Study 2016 - 2046, 2019

The Growth Analysis Study was completed in 2019 to assess the Township's potential settlement area growth from 2016 until 2046. The Study evaluates the key factors of growth in South Frontenac, including the type and location of population and employment growth.

Key Points from the Study:

- Employment in South Frontenac is expected to grow between 2016-2046, primarily related to work at home and no fixed place of work (e.g., off-site employment categories).
- The employment market in Kingston is a significant influence on both the population and employment growth in Kingston and South Frontenac.
- South Frontenac's permanent population base is projected to grow annually by 0.7% or a total of 4,700 over the 30 years between 2016 – 2046 from net-migration from other areas in the province.
- South Frontenac's 0.7% annual growth rate for its permanent population is the same projected growth rate for Frontenac County between 2016 - 2046.
- Frontenac County's permanent population is projected to increase by 5,900 between 2016 and 2046.
- Seasonal residents account for 35% of South Frontenac's total population base as of 2016 (approximately 41% of the total 2016 housing base).
- In total, South Frontenac's population (permanent + seasonal) is forecast to increase by 5,400 over the 30-year forecast period between 2016 and 2046.
- The population growth rate is expected to slow down moderately due to an aging boomer population (persons born between 1946 and 1964).
- The expected aging of the population within the 65+ age group is expected to increase demand for more housing within close proximity to urban amenities, community services and urban infrastructure in the Township.
- 46% of total permanent and seasonal housing development is expected to occur in rural areas, 30% in primary settlement Areas, 21% in secondary settlement areas, and 4% in the remaining settlement areas.
- As of 2019, 92% of all seasonal dwellings were waterfront properties, and this proportion is expected to continue to grow between 2016-2046. In comparison, 27% of permanent dwellings were located on the waterfront, and this proportion is expected to slowly decline as most housing development shifts toward in-land settlement areas.
- All high and medium density housing development is forecasted to occur in primary settlement areas because of community servicing opportunities: 57% in primary settlement areas, 37% in secondary settlement areas, and 6% in remaining settlement areas.

Township of South Frontenac Asset Management Plan, 2016

The Asset Management Plan was completed in 2016 and focuses on South Frontenac's current infrastructure assets (e.g., roads, water treatment, etc.).

Key Points from the Plan:

- There are 40 facilities identified in the inventory of the Township's assets, which are valued at $27,307,000 with a distribution of 8%.
- The short-term capital investment for facilities was projected to cost approximately $6.5 million total from between 2017 to 2026.
- The Plan encouraged the Township to promote a more "cycle-friendly community" through improved signage, reducing speed limits or undertaking educational campaigns.

Sydenham Lake Stewardship Plan, 2017

This Plan was completed in 2017 to provide a framework about the stewardship of Sydenham Lake in order to identify and protect natural and physical features and maintain a healthy natural environment for the Lake and its surrounding area. The Plan was completed through a partnership with the Sydenham Lake Association, the Township of South Frontenac, the Ministry of Environment and Climate Change, Ministry of Natural Resources and Forestry and the Cataraqui Region Conservation Authority (CRCA).

Key Points of the Plan:

- The six common goals of the lake community are: water quality, natural environment, water levels, climate change, land use development and social and recreational activity.
- Sydenham Lake is approximately 25 km north of Kingston in south eastern Ontario and is situated in the Millhaven Creek Watershed.

- Sydenham Lake lies within jurisdictional boundaries of South Frontenac and the Cataraqui Region Conservation Authority.
- Sydenham Lake is the largest Lake in the Millhaven Creek watershed, covering 5% of the total watershed area, and has 53.9 km perimeter of shoreline.
- Gould Lake is the second largest lake in the system and the most significant source of water for Sydenham Lake, and has 16.9 km perimeter of shoreline.
- The ten issues/concerns identified by the community were: the deterioration of water quality, respectful use of property, water quantity and levels, potential deterioration of the fishery, loss of natural shorelines and natural environment, invasive/nuisance species, impacts from new land uses and development, respectful use of the lake, loss of dark night skies and the impacts from changes in climate and watershed.
- Future actions identified to address some issues/concerns for Water include monitoring for improved water quality and water levels, improvements in the operation of on-site sewage disposal systems, increasing community's knowledge and awareness of water quality issues.
- Future actions identified to address issues/concerns about the Natural Environment include improvements in monitoring and maintenance of the natural environment, protection of natural shorelines and re-naturalizing altered shorelines, identifying and controlling (when possible) invasive and nuisance species, identifying and protecting species at risk and their habitats and protecting and maintaining a healthy fishery.
- Future actions identified to address issues/concerns about Climate Change were to work toward reducing the effects of climate change.
- Future actions identified to address issues/concerns about Land Use and Development were to ensure future development on lakes has minimal impact on water quality and the natural environment.
- Future actions identified to address issues/concerns about Social and Recreation Activity were improving boat safety, reducing boat traffic and conduct of lake users, promoting light pollution reduction measures and supporting local community initiatives to ensure continued enjoyment on the lake.
- To implement the Plan, the Sydenham Lake Association, Township and CRCA will work together to collectively take action to address the identified issues/concerns and take the identified actions.

Township of South Frontenac Strategic Plan, 2019-2022

The Strategic Plan was completed in 2019, and outlines the framework for the Township to achieve its vision of being "a progressive rural leader" that is "natural, vibrant and growing."

Key Points from the Plan:

- There are seven key steps of the Township's mission to work toward achieving the vision, which include:
  - Achieving equity among our residents and communities through a unified approach.
  - Meeting and setting exemplary service and infrastructure standards.
  - Managing the Township's operations in a financially sustainable manner.
  - Openly engaging citizens and partners in a transparent manner.
  - Preservation and leverage of the community's natural assets, history and rural lifestyle.
  - Recognizing and improving the Township's role in environmental stewardship through practical opportunities.
- The Strategic Plan identified five key values: Communication and Collaboration, Financial Sustainability, Progressive and Flexible, Environmental Sustainability and Public Service Excellence.
- The four overarching priorities are:
  - South Frontenac as a Regional Leader.
  - Supporting growth that meets the community's needs and upholds environmental integrity.
  - The organization capacity to deliver cost-effective services.
  - Be a catalyst for the creation of vibrant, complete communities.

Township of South Frontenac Development Charges Background Study, 2019

The Background Study was completed in 2019 to inform the development charges by-law.

Key Points from the Study:

- Outdoor recreation services (e.g., Parks and Open Space) have the potential to receive maximum development charge recovery for service components (e.g., parks rolling stock and yards, the development of area municipal parks, district parks, municipal-wide parks and special purpose parks).
- Indoor recreation services have the potential to receive a 90% development charge recovery for service components (e.g., arenas, indoor pools, fitness facilities, community centres, recreation vehicles and equipment).
- Library services have the potential to receive a 90% development charge recovery for service components (e.g., public library space including furniture and equipment, library vehicles and library materials).
- The provision of cultural, entertainment and tourism facilities and convention centres are ineligible for any development charge recovery for service components (e.g., cultural spaces such as museums, theatres, tourism facilities, etc.).
- In existing reserve funds, there is $218,287 for Parks and Recreation (as of December 31, 2018).
- The Township has sustained 122.86 acres of parkland.
- The current level of service is an average of 4.2 acres of parkland and two parkland amenities (e.g., playgrounds, soccer fields, etc.) per 1,000 in population between 2009 and 2018.
- The level of service amounts to approximately $417 per capita, and translates to a development charge eligible amount of $803,585.

- There are five Township facilities and one facility (the Frontenac Community Arena) shared with Central Frontenac. The six facilities amount to a total of 26,685 sq. ft. of space.
- The average historical level of service for the past 10 years has been approximately 0.91 sq. ft. of space per capita or an investment of $233 per capita.
- The Township provides for a Zamboni at the Frontenac Community Arena (South Frontenac is responsible for 59% of the cost), and that amounts to a service standard of $4/per capita.
- Based on the current service standards, the Township would be eligible to collect $456,000 from development charges.
- The total development charge eligible for parks and recreation over the forecasted period is $1,259,585.
- The growth-related costs of additional parkland development and recreation facility space (e.g., new splash pad, skateboard park, additional indoor recreation space, etc.) for the Township is $1,475,000. After the mandatory 10% reduction ($216,287) of the reserve fund balance, the net development charge amount is $1,111,213.

South Frontenac Skate Park Feasibility Study, 2019

The Study was completed in 2019 and explores the feasibility of a skate park in South Frontenac. The Study analysed various potential sites for their suitability as a skate park location.

Key Points from the Study:

- Criteria used to evaluate the sites: size of space, location within the community, site lines and visibility for observation and patrol, impact on adjacent homes, existing amenities and infrastructure, site conditions, ease of development, the Americans with Disability Act (ADA) accessibility, proximity to schools and optimal location.
- The Study determined that Sydenham Point Memorial Park is the most ideal proposed location site for a skate park due to it not being limited by space, its proximity to roadways, adjacent land uses and good site lines/visibility.
- The design of the skatepark aims to be a multi-use facility appropriate for BMX, rollerblades/roller skates and skateboards.
- The majority of skate park users is expected to be under the age of 18, so the ideal location would be accessible to and in walking distance from a school.

1.4 Summary of Relevant Township Policies & By-laws

By-law No. 2003-90 – A By-law to Regulate the Use of Parks

This By-law was adopted in June 2002 and focuses on the regulation of use of parks in the Township of South Frontenac.

Key Points from the By-law:

- The By-law contains regulations for the following uses: vehicles, other vehicles, boats, animals, camping, sale of merchandise, trade or business, fires, recreational facilities rental, games, alcoholic beverages, protection of property, loitering, enforcement and penalties.
- The By-law is enforceable by a Provincial Offenses Officer and violation penalties are prescribed through the Provincial Offenses Act.

By-law No. 2006-43 – A By-law to Regulate the Use of Boat Launching Facilities

This By-law was adopted in 2006 to regulate the operation and public use of boat launching facilities in the Township of South Frontenac. The By-law focuses on outlining guidelines regarding the maintenance, construction, appearance and operation of boat launching facilities.

Key Points from the By-law:

- The rules of operation for all boat launching facilities are:
  - No power loading or loading of boats onto trailers using the power generated by the boat motor.
  - Do not block the boat launch to prevent interference of other users.
  - No littering on the launch site.
  - Do not damage the docking facility or the land under the boat launching area.
  - No parking of vehicles or trailers that could block or interfere with the use of the boat launch
- The By-law is enforceable by a Provincial Offenses Officer and violation penalties are prescribed through the Provincial Offenses Act.

By-law 2017-16 – A By-law To Establish A Process For Valuating Parkland Cash-In-Lieu Payments Required As A Condition Of Consent Applications or Plans Of Subdivision or Condominium

This By-law was adopted in 2017 to establish an Approval Authority to handle parkland cash-in-lieu payments as a condition for plan approval for subdivision or condominium development. The lands that are conveyed through the valuation process go to the municipality for park or other recreational purposes. Through the Planning Act, the By-law gives Council the authority to consent to sever lands and impose specific conditions, and requires the valuation of land be decided the day before the approval of the draft plan of subdivision.

Key Points from the By-law:

- The Township requires between two to five per cent of the land value to be paid depending on the consent or plan of subdivision or condominium application to create industrial, commercial, residential or institutional lots.

Community Grant Policy

This policy has been in place since 2014 (updated in 2019) to create a grant funding process for community organizations and events that aim to encourage a greater quality of life for people within the Township.

Key Points from the Policy:

- The amount for grants is predetermined in the year's annual operating budget and the amount given to an organization is decided through a prearranged structure.
- Approval in one year does not guarantee funding in the following year.
- The grant streams are as follows: Operating, Sponsorship, Capital and Community Asset.
- The maximum available grants for each grant stream are $3,000 under specific conditions.
- To apply for a grant, the eligible recipient must provide the necessary documentation along with completing the Letter of Intent. The application can be received until the last business day of March.
- Grant decisions are announced by May 15th of every year after review of all Letters of Intent by the Corporate Services Committee.

- The evaluation of applications is done by a committee and chosen through a pre-set scoring system by the Township.
- The selected grant recipient will have to sign a grant agreement and submit a final report upon the completion of their project or event.

Missing Child Protocol

This protocol was formulated to direct Township camp staff in a situation with a missing child.

Key Points from the Protocol:

- A specific search plan for Sydenham Point Park, Gilmour Point Beach, McMullen Beach, Gerald Ball Memorial Park, and Centennial Park.
- Established steps to identify the missing child, gather and shelter all remaining children in one location, contact emergency authorities and guardians and activate the search plan.
- The search plan involves three teams of staff searching the property for the missing child.
- Designation of the search perimeters for sites.
- A letter of notice provided to parents/caregivers outlining the procedure for the "Lost Child Protocol" and the necessary contact and emergency information needed for camp.

Staff and Child Protection Protocol

This protocol was formulated to direct Township staff about how to protect the safety of staff, children and young people for their Swim and Day Camp program.

Key Points from the Protocol:

- Specifies the criteria concerning when to implement the protocol for unwanted, suspicious or violent individuals.
- Outlines steps to follow for known individuals and/or known or suspected individuals.
- A notice letter to parents/caregivers will be provided to alert to the development and reasoning of the Protocol.

1.5 Summary of Relevant County Plans and Policies

County of Frontenac Trails Master Plan, 2009

The Trails Master Plan was completed in 2009 to evaluate and develop trail infrastructure throughout the County of Frontenac. The Master Plan discusses the importance of trails to help promote the County's vision of sustainable and healthy communities through physical activity, appreciation for nature and the County's rich heritage.

Key Points from the Plan:

- Three important benefits of trails located in the County of Frontenac were identified: health, economic and environmental.
- There are 23 trails currently identified in the County of Frontenac.
- There were 12 organizations consulted for the Plan in the County of Frontenac: Cataraqui Region Conservation Area (CRCA), Eastern Ontario Trails Alliance, Frontenac ATV Club, Frontenac Stewardship Council, Hike Ontario, Kingston Fields Naturalists, Ontario Federation of Snowmobile Clubs, K&P Trail group, Land O' Lakes Tourist Association, Ontario Trails Council, Trans Canada Trail and Frontenac Arch Biosphere Reserve.
- There are design guidelines provided in the Plan that are to be considered when designing trails located in the County of Frontenac, which also includes signage guidelines to help ensure safe and continual use of trails by different groups of people for various uses.
- The planning, development and management of Frontenac's trail system will influence the use of the trails by different groups of people (e.g., privacy, noise, access, garbage control).

County of Frontenac Natural Heritage Study Report, 2012

This Study was completed in 2012 to provide an overview of the County's natural heritage features and systems to implement policies that are informed of the County's natural heritage.

Key Points from the Study:

- The purpose of the study was to "increase the understanding of natural heritage features and systems across the Frontenacs" (p. 1).
- The five main goals of the Study were to:
  - Improve the understanding of natural heritage features and systems across the Frontenacs.
  - Develop land use planning information and policies that identify, protect and enhance the County's natural heritage features and systems in a manner that meets and exceeds provincial direction.
  - Encourage and facilitate private stewardship, partnerships between organizations and public education.
  - Protect the relationships between plant and animal communities.
  - Identify the links between natural heritage features and systems.
- A policy review of all Townships identified key policies pertaining to natural heritage in each municipality's Official Plan.
- In South Frontenac's Official Plan, there are policies pertaining to the protection of land with significant environmental designation (e.g., environmentally sensitive areas, flood plains, lake trout lakes, wetlands, etc.).
- There are opportunities for collaboration/partnership between Frontenac County, the County's municipalities and external partners to help promote Frontenac County's culture of ecological stewardship among residents, businesses and tourists (e.g., fishing, tree planting, species monitoring, creating/maintaining hiking trails, community initiatives, outdoor educational programs/activities, geocaching, etc.).

County of Frontenac Capital Asset Management Plan, 2013

This Plan was completed in 2013 to provide an overview of the current and future condition of the County's infrastructure assets.

Key Points from this Plan:

- Good infrastructure is important for economic development, competitiveness, prosperity, reputation and the overall quality of life of residents.
- As of 2012, the replacement asset value of land improvements was $1,112,572 (3% of the total: $37,620,674).
- The replacement asset value of buildings was $27,591,721 (73% of the total: $37,620,674).
- Frontenac County has an annual infrastructure deficit of $851,000 – cumulative grade point average (GPA) of "D+" (all asset values - Machine & Equipment, Buildings, Land Improvements and Vehicles).
- The County has an individual condition grading of a "F" in Land Improvements and a "D" in Buildings.
- Currently all the infrastructure asset categories are funded at 68% of their long-term requirements.
- Frontenac County has annual tax revenues of $8,162,000 (in 2013) and to reach full funding it would require an increase in tax revenue change of 10.4% over time.

- It is suggested that there be a 1.0% increase in revenues over a 10-year period or 2.1% over a 5-year period for a dedicated capital levy to help fund infrastructure improvements.

County of Frontenac Official Plan, 2014

This Plan was completed in 2014 to provide a framework for the County and municipalities within its jurisdictions to manage growth and protect the natural environment.

Key Points from the Plan:

- Frontenac County has one of the smallest county populations in all of Eastern Ontario.
- The vision for the Plan is to guide "land use changes in the County over the next 20 years to 2034 by protecting and managing the natural environment, directing and influencing growth patterns and facilitating the vision of the County as expressed through its residents" (p. 7).
- The Frontenac Arch Biosphere Reserve (one of sixteen biospheres in Canada and designated under UNESCO's Man and Biosphere Programme) covers both the Central and South Frontenac Townships and is an important local and visitor natural attraction.
- 17% of Frontenac County's lakes, 12% of Frontenac County's wetlands and 1% of crownland located in Frontenac County, reside in South Frontenac Township.
- The seven key themes of Frontenac County's Official Plan center on Sustainability, which includes Economic Sustainability, Growth Management, Community Building, Housing and Social Services, Heritage and Culture and Environmental Sustainability.

Economic Development Charter for the Frontenacs, 2015

The Charter was completed in 2015 to outline a communal approach to economic development within the County. The Charter emphasizes the importance of a strong economy to help build vibrant, long-term communities and a high quality of life for County residents.

Key Points from the Plan:

- The main activities of priority outlined in the Charter center around three themes: Trips and Trails, Food and Beverages and Recreation Lifestyle.
- 'Trips and Trails' focuses on safe community linkages for recreation, active transportation and tourism through emphasis on the County's geography.
- 'Food and Beverages' focuses on the County's local food production and agricultural industry, which creates unique opportunities for local businesses in the townships, and benefits tourism.
- 'Recreation Lifestyle' focuses on marketing of the Frontenac lifestyle, which highlights the County's natural beauty and access to amenities of the Frontenacs as an attraction for families and businesses.
- The Charter identifies implementation tools used to help enforce the three main activities of focus to help grow the County's economy and generate new jobs: a coordinated approach to infrastructure; access to grants opportunities, business loans and counseling; and regional marketing.
- Two key groups of demographics of focus for the County are seniors and youth and families.

Frontenac Accommodation Review and Strategy for Growth, 2017

This Plan was completed in 2017 to review and study accommodation opportunities available in Frontenac County.

Key Points from the Plan:

- 145 accommodations were identified in the region, with 28% in South Frontenac (33% in Central Frontenac, 31% in North Frontenac and 8% in the Frontenac Islands).
- The distribution of accommodations identified via Business Directories in Frontenac County in 2017 available in South Frontenac was as follows: short-term rental - 24%, cottages - 9%, campgrounds - 4%, commercial roofed accommodations - 1%, traditional B&B - 2% and retreat - 1%.
- Based on 2017 assessment data by the consultant, the number of accommodations available in South Frontenac were: Marina - 5, Campground - 113, Hotel, Inn or Motel - 18, Seasonal/Recreational Dwelling - 3119, Bed and Breakfast Establishment - 3 and Cottage Primary Use - 102.
- The number of businesses identified via Business Directories in Frontenac County in 2017 available in South Frontenac were: Food and Entertainment Establishment - 10, Food and Entertainment Establishment (Artisan) - 11, Marine Outfitter - 4 and Recreation -2.
- The number of cultural assets identified via Business Directories in Frontenac County in 2017 available in South Frontenac were: Cultural Businesses - 11, Natural Facilities and Spaces - 36, Festivals and Events - 29, Community Group - 10 and Tourist Attraction - 3.
- The number of natural assets identified via Business Directories in Frontenac County in 2017 available in South Frontenac were: Beaches - 5, Conservation Areas - 2, Environmental Centres and Nature reserves - 1, Golf Courses - 2, Parks and Trails - 17 and Lake/Boat Launches - 33.
- There are policies from South Frontenac's Official Plan that the County highlights as opportunities to encourage recreational and tourist opportunities. The policies identified in Section 5.0 of the Official Plan permitted the Bed and Breakfast related uses (5.6.1), roofed accommodation uses (5.6.3), and limited accommodation development on rural land (5.7).
- The Community Improvement Plans (CIP) identify available funding for all municipalities in the region to support existing and/or the creation of new accommodations. In South Frontenac, the Harrowsmith - CIP has the Community Improvement Loan Program, Facade Improvement Plan, Accessibility Enhancement and Municipal Fees Grant Program.
- South Frontenac was identified as a destination for tourists who are nature lovers, connected explorers, up-and-coming explorers, sport lovers and family memory builders.
- Recommendations to support the development of accommodations in South Frontenac included hosting County-Township staff workshops, creating a resource guide, developing newsletters/ websites and expanding funding programs.

County of Frontenac Age Friendly Community Action Plan, 2017

This Plan was completed in 2017 to provide direction and identify opportunities and specific actions to improve age-friendly practices.

Key Points from the Plan:

- The eight Age-Friendly Community Dimensions identified were: Outdoor Spaces and Buildings, Transportation, Housing, Social Participation, Communication & Information, Respect & Social Inclusion, Civic Participation & Employment and Community Supports & Health Services.

- A community audit was conducted and identified strengths and opportunities for improvements (e.g., park benches, crosswalks, sidewalks, accessible parking, accessible entrances, accessible playgrounds, etc.).
- Two Seniors' Expos took place in November 2016, one in North Frontenac and one in South Frontenac, to provide seniors and their families the opportunity to learn more about age-friendly communities and the services and opportunities from local businesses and organizations available, and to gather insight into the needs of community members.
- The vision statement of the Plan highlights the need to support and celebrate local and inclusive communities for people of all ages with dignity and independence.
- Community accomplishments for Outdoor Spaces and Buildings included accessible improvements to the K&P Trail and improvements to entrances to make it more accessible (e.g., ramps, signage, automatic doors, etc.).
- Current challenges for Outdoor Spaces and Buildings included improvements for marked pedestrian crosswalks to make them more visible, more consistent sidewalk maintenance and interior accessibility for buildings (e.g., elevators, ramps, non-slip flooring, accessible washrooms, etc.).
- Community accomplishments for Social Participation included having a variety of events and activities available that are affordable and convenient for seniors in the County (e.g., diners clubs, fitness classes, speaker series, etc.), accessible event venues and new infrastructure projects planned for the Grace Centre (e.g., walking trail with seating and gazebo, bocce court, etc.).
- Current challenges for Social Participation included a need for more opportunities to offer activities in northern areas of the County e.g., outside of Sydenham, Verona, and Sharbot Lake) to improve access to residents of smaller communities who do not have access to transportation, and the reduction of fees for lower-income residents to participate in activities and events.
- Community accomplishments for Communication and Information included a wide variety of information sources in the County (e.g., municipal and community websites, newsletters, public bulletin boards, and local news outlets, etc.), and free Internet access at public libraries.
- Current challenges for Communication and Information included improvements in the delivery of information to become more centralized, cross-promotion of information and resources to reach more residents and access of printed and recorded information (e.g., changes to fonts, design and word choice).
- To implement the Plan it is necessary to work with local community organizations, services and groups (e.g., seniors' groups, non-profit groups, educational institutions, etc.).

County of Frontenac Joint Multi-Year Accessibility Plan, 2018 - 2022

This Plan was completed in 2018 to outline clear directions for the County and Townships on how and when to make accessibility improvements.

Key Points from the Plan:

- The Accessibility for Ontarians with Disabilities Act, 2005 is the guiding legislation for the Plan.
- The Plan highlights accessibility improvements that were made in South Frontenac. These improvements include:
  - Work on Sydenham Point Beach, the playing field, cenotaph, accessible path and washrooms.
  - Completed playground in Battersea due partially from the fundraising done by the community.
  - Renovated Public Works office building on Keeley Road with accessible standards.
  - The Planning Accessible Events Book is provided when booking volunteers and on the Township website.
  - Five new accessible picnic tables for parks and beaches were built.
  - Accessibility upgrades to Centennial Park.
  - South Frontenac Township Museum.
- Future accessibility improvements to be completed from 2018-2022 include:
  - Accessible doors, hall and washrooms for Storrington Centre, Battersea Road, Sunbury.
  - Lower level washroom to become accessible at Keeley Garage & office, Keeley Road, Sydenham.
  - Washrooms to become accessible at Portland Garage, Hinchinbrook Road, Hartington.
  - Installation of an accessible ramp and entrance for Glendower Hall, Westport Road.
  - Accessible entrance to washroom for Harris Park Hall, Perth Road Crescent, Perth Road.
  - Washrooms to become accessible at Centennial Park, Centennial Park Road, Harrowsmith.
  - Fully accessible building being planned for Gilmour Beach, Wellington Street, Battersea.
  - Upgrades/replacements to improve accessibility for existing playground structures and platforms in South Frontenac.

County of Frontenac Active Transportation Plan, 2019

This Plan was completed in 2019 to provide direction for the development of active transportation networks in Frontenac County that are enjoyable, convenient, safe and comfortable for routine trips and recreational travel.

Key Points from the Plan:

- Active transportation users include pedestrians, cyclists and trail users (land and water).
- Recommendations for active transportation identified in South Frontenac included improving the pedestrian experience in Sydenham through sidewalk development and crossing and installing sidewalks in Harrowsmith to close connection caps for transportation and recreational trail users (e.g., Cataraqui Trail and the K&P Trail).
- Other recommendations included making geometric improvements for safer crossing by trail users through roadways,developing more sidewalks for greater pedestrian access, providing signage along trails and providing educational programs to inform about the different uses of trails (e.g., walking, cycling, snowmobiling, etc.).

Frontenac Municipalities - Service Delivery Review Final Report, 2020

This Review was completed in 2020 to provide an overview of the County's service delivery through administration and operations.

Key Points from the Review:

- South Frontenac could generate approximately $398,000 in additional revenues, save $637,000 in direct annual costs and yield $58,000 in productivity gains.
- The service benefits identified for South Frontenac included enhanced collaboration on roads and bridges, fire services, waste management, coordinating building and septic services, coordinating by-law services, collaborative procurement, integrated digital strategy and policy & process harmonization (development services, coordinated legal services, and human resources coordination).
- Recommendations: More support for by-law services and improving services through digitization of to reduce service delay.

County of Frontenac Service Delivery Review - Economic Development, 2020

This Review was completed in 2020 to provide an overview of the current state of the service delivery of the County's economic development division.

Key Points from the Review:

- The Economic Development division works on five main economic development objectives: tourism, small business, investment attraction, community building and direction.
- Frontenac County created a COVID-19 response plan that was focused on supporting the local economy. It is a prime focus of the County but does not supersede other priorities.
- The County is focused on attracting new businesses, tourists and residents to the area.
- There are 10 Key Performance Indicators (KPIs) used to measure economic development performance (by percentage):
    - K&P Trail Completion - 100%
    - Total Grant Funds - 100%
    - % of Projects financed by Grant - 40%
    - Grant Return on Investment - 50%
    - Business Inquiries - 20%
    - Business Engagement (Open Rate) - 66%
    - Business Engagement (Click Rate) - 25%
    - Business Engagement (Participation) - 90%
    - Business Engagement (Satisfaction) - 95%
    - Commercial Assessment - > = Residential % growth per year
- Key outcomes from the review include a new set of KPIs and redistributing some work to other agencies/divisions (e.g., grant administration, assisting small businesses, greater supporting trail construction, marketing).
- The four tasks identified for future directions:
    - Confirm a clear statement of economic development objectives.
    - Have the County focus on activities that support investment attraction to the region.
    - Recognize COVID-19 opportunities to attract more people to the County.
    - A new economic working group to engage community stakeholders.
    - Elevate marketing the trail system.

RECREATION, PARKS, AND LEISURE MASTER PLAN

2.0 TRENDS IN PARKS AND RECREATION SERVICE PROVISION

SOUTH FRONTENAC



Centennial Pickleball Court

2.0 Trends in Parks and Recreation Service Provision

This section discusses a number of prevalent trends in the provision of community parks and recreation services. It is not an exhaustive review of ever-emerging and evolving changes in the field, and some of those presented may not be immediately relevant to the Township of South Frontenac. At the same time, they represent directions that might be applicable today on some level or may present opportunities as the Master Plan is implemented over time. The topics covered are presented under two main headings:

- Overarching trends
- Substantive service trends

2.1 Overarching Trends

Urban Out-migration

The Ontario Rural Institute webinar “Rural Ontario's Population Growth During COVID - 19: Fad or Trend?”[1] examined the accelerated movement of population from the GTA to primarily NMUs (non-major urban areas) that has paralleled the pandemic. Research revealed that, as early as 2016, two trends were resulting in population movement to NMUs: retired/semi-retired baby boomers started moving out of the Toronto area and rising housing prices in the GTA were triggering a more general outmigration. Available data, which did not include the impact of COVID-19 on this trend, showed an outmigration of 50,000 in 2020. The researchers’ estimate of the outmigration including that prompted by COVID was up to 80,000. Some of this additional movement would have been those who were on the cusp of retirement when COVID hit, and fast-tracked plans to leave. Although a levelling off is anticipated within the next few years, growth in NMUs will remain strong at 1% to 1.5%.

Strategy Corp’s white paper ‘Small Towns, Big Opportunities’ identifies both push and pull factors that have contributed to this trend. The push factor was strongest for those communities that were within commuting distances from the GTA and had house prices that were attractive to those who could not afford to buy in Toronto, especially households with young families who were entering the housing market. The pull factor focused on the ability for some to move out of the GTA and work from home as well as those returning home since they were no longer tied to a place-based job.

1 https://bit.ly/2Sb3wMP

Pandemic Recovery

The Canadian Parks and Recreation Association (CPRA)-led ReImagine RREC[2] - Renew, Retool, Engage and Contribute is a multi-phase coronavirus (COVID-19) recovery initiative for the park and recreation sector. In Phase 1 of this initiative CPRA and the ReImagine RREC Leadership Team identified the early outcomes from surveys and focus groups. Some of these were already known factors that have been accelerated or exacerbated by COVID-19 including sub-population groups being disproportionately impacted by the pandemic and staffing challenges within municipal parks and recreation. Others are a direct result of the pandemic's impact on day-to-day life and will continue to influence service delivery over the long term. Although not mutually exclusive, key themes are summarized below by service area:

Parks, Trails and Open Space

The report notes the public's increased recognition of the importance of outdoor activity during the pandemic as well as dramatic increases in the use of parks, paths and trails. This stimulated support for renewal and expansion of these assets to make them more accessible for year-round use, as well as demand to address the complexity of managing visitor volumes and user conflicts. 2020 data revealed 70% of Canadians expressed an increased appreciation for parks and green spaces; 66% reported increased levels of walking/jogging outdoors, and there was a 25% increase in cycling.

Programs, Activities and Events

The report notes Phase 1 findings confirm that some users are hesitant to return to organized sport and recreation programming, with a parallel increase in self-directed unstructured recreation and physical activity. At the same time, COVID-19 lockdowns have resulted in the widespread decrease of physical activity and increased sedentary behaviour, underscoring the importance of promoting the integration of health-enhancing physical activity into everyday living and capitalizing on the heightened interest in parks and outdoor green spaces. The demand for outdoor, holistic and self-directed programming, including winter programming, is increasing. "Animating" outdoor programming to attract existing and new users - including vulnerable and hard-to-reach populations - has been identified as a best or "next" practice by leaders.

The return to structured group programming, and particularly indoor activities, as well as community events and other mass gatherings will be slow to occur. Online/on-demand programming will become a permanent component of recreation services, with a focus on improvements in quality and equity.

Facilities and Amenities

It was noted that during the pandemic, recreation centres were facilities that transitioned to a variety of emergent uses such as food banks and vaccinations centres. It will be important to ensure facilities are designed and built to maximize both adaptability for various uses and resistance to future contagions.

Service Delivery

Policies and practices will need to advance:

- the transition to pandemic-resilient operations and program delivery
- clear and authoritative guidance, standards and messaging
- partnerships to accelerate recovery efforts and provide access to recreation for personal and community wellbeing
- the appropriate integration and use of technology in all service areas

2 https://cpra.ca/initiatives/reimagine-rrec/

Accessibility and Inclusion

Accessibility Apps

Beyond AODA's Design of Public Spaces Standard, accessibility and, therefore, inclusion is being facilitated by digital technologies that assist with navigating the built environment and day-to-day participation in recreation. Two examples of these applications are MagnusCards and a CNIB project in Regina.

MagnusCards[3]

MagnusCards is a Canadian digital application dedicated to removing accessibility barriers. It is a tool that allows people with Autism Spectrum Disorder and cognitive disabilities to live with independence and inclusion. MagnusCards comprises a library of digital guides (Card Decks) to destinations and activities. Each digital guide combines a proven method of instruction (applied behaviour analysis), visual cues and step-by-step instructions to map experiences and prompts and positive reinforcement to support experiential learning. The Town of Halton Hills has developed three sets of MagnusCard decks for ActiVan, Halton Hills Public Library and Recreation and Parks. The MagnusCards App and MagnusCards are free to download and use. The Recreation and Parks decks are as follows:

1. How to purchase a Recreation Pass
2. How to register for programs online
3. How to create a Recreation & Parks Online Account
4. How to prepare to go swimming at a pool
5. How to prepare to go skating at an arena

Wascana Park Accessibility Project

The Canadian National Institute for the Blind (CNIB) recently completed a project in Regina's Wascana Park that installed more than 230 GPS points that speak to the BlindSquare Event app. The GPS points help mark amenities such as benches, park lookouts and monuments, but they also help mark the meandering trails that can be difficult to navigate. The project has resulted in Wascana Park, one of the largest urban parks in North America, becoming accessible for people with vision loss and is the third park in Regina to be installed on the app. CNIB is open to exploring opportunities with other communities to create accessible parks and recreation services.[4]

Gender-neutral Facilities

Gender-neutral facilities are becoming the norm in recreation centres, advancing inclusivity while increasing flexibility in the use of space. Gender-neutral change rooms and washrooms contain private change cubicles and washroom stalls within the larger space. Designated gender washrooms are smaller and fewer.

Partnerships

Although municipalities are not experts in delivering programs to populations that may need unique approaches to ensure they are included in service provision, there are agencies and organizations with mandates for this work. Both those that are facility-based and those that are not are increasingly looking to partner with municipal recreation departments to deliver their services in local communities.

Through its program development function, Special Olympics Ontario (SOO) is seeking to partner with municipal recreation departments to bring more inclusive programs to communities.

3 https://www.haltonhills.ca/en/news/town-launches-magnuscards-for-recreation-parks.aspx

4 https://www.spra.sk.ca/Blog/cnib-jrpm-2020/

> "Over the past 50 years Special Olympics has grown from a modest program serving local athletes to become the world's largest movements [sic] dedicated to promoting respect, acceptance, inclusion and human dignity for people with intellectual disabilities through sports. Special Olympics Ontario has optimized the benefits of a healthy and active lifestyle through sport to improve the well-being of individuals with an intellectual disability. Their vision is that sport will open hearts and minds towards people with intellectual disabilities and create inclusive communities all across Ontario[5]."

To this end Special Olympics is partnering with municipalities in Ontario to support them in developing and providing programs for people with intellectual disabilities. SOO provides assistance in the areas of volunteer and coach training courses; athlete and volunteer recruitment for the program; support for promotion; and competition opportunities. Municipal contribution to the partnership may include facilitating / running the program as part of its regular roster; providing facilities, equipment, etc.; setting the price for participation; providing necessary coaching, staff and volunteers; providing SOO with limited feedback on participant profile (e.g., age and gender); encouraging all involved with the program to register with SOO; abiding by SOO policies and procedures; paying relevant expenses (as agreed upon between the parties); and providing insurance coverage for events / programs. The municipality retains all income from the program.

Environmentally-focused Parks Planning and Management

In recent years, and particularly as a result of restrictions on indoor activity due to COVID-19, natural spaces have become much more attractive to people seeking recreation and physical activity. In some communities this has led to a large influx of visitors looking for more rural/natural settings, creating concern over the ability of some spaces to support a significant increase in use. While this trend may abate somewhat post-COVID as previous routines are resumed, it is likely that some of these 'undiscovered' places will continue to attract user levels beyond historic levels. Establishing appropriate boundaries around human encroachment on natural ecosystems is essential to avoid causing irreparable harm to the environment we want to experience for our enhanced well-being.

A Framework for Recreation in Canada: Pathways to Wellbeing (2015)[6] supports environmental health in parks and recreation services. The Framework includes five goals and priorities: foster active living, increase inclusion and access, connect people and nature, provide supportive physical and social environments and sustain capacity in the recreation sector. 'Connecting people and nature,' although people-centred as positioned in the Framework, recognizes the need for initiatives that address the health of the natural environment itself.

EcoHealth Ontario is a research and public policy collaborative made up of professionals in the fields of public health, medicine, education, planning, parks, recreation and conservation, which focuses on the connected and interdependent issues of mental and environmental health. Its vision is: "that everyone benefits from the provision of well-distributed, high quality greenspace, is aware of its contributions to health and well-being, and has access to its benefits[7]." EcoHealth reports (e.g., A Conceptual Framework to Understand the Business Case for EcoHealth in Ontario; Conserving Biodiversity: A Public Health Imperative, and Leveraging the Benefits of Green Space) and tools (e.g., Communicating EcoHealth; see Figure 2-1), can help municipalities achieve their own ecohealth related goals.

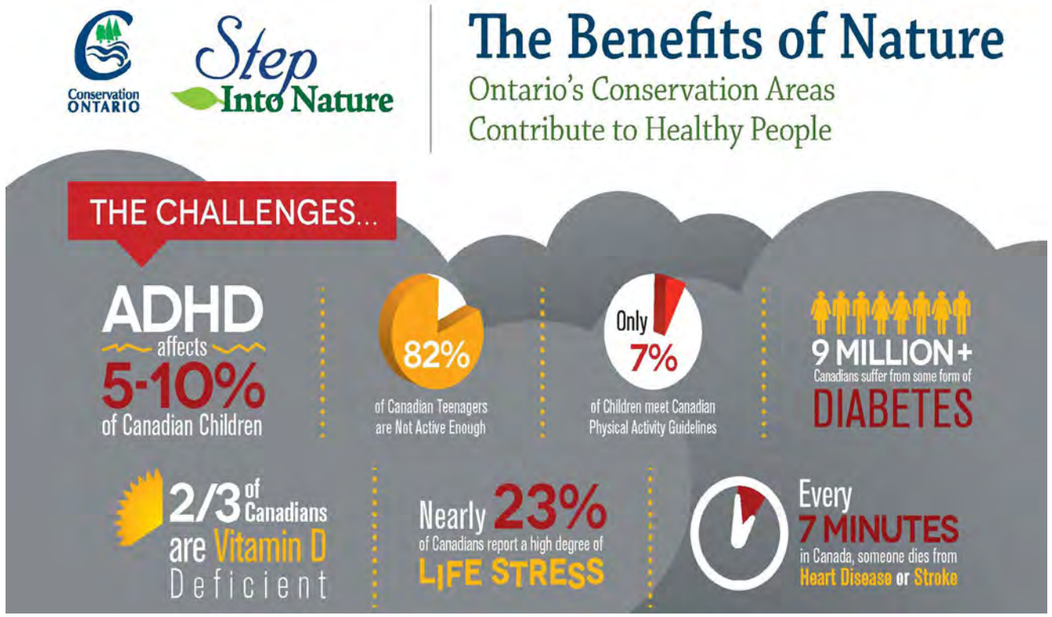


Figure 2-1: Educational infographic created by EcoHealth Ontario
(Source: https://www.ecohealthontario.ca/communicating-ecohealth)

There are many opportunities to incorporate stronger environmental practices in parks and recreation service development and provision. In addition to the need to restore, protect and enhance the natural environment, municipalities can demonstrate leadership in how to take practical steps in this direction. The Parks section discusses several areas in which parks and recreation can make positive contributions to this goal.

Activity Hubs

Activity hubs co-locate indoor and/or outdoor recreation opportunities/features on designated sites that are appropriate for this purpose. Activity hubs fall under the definition of community hubs, which the previous Government of Ontario's policy describes as:

> "Central access points for a range of needed health and social services, along with cultural, recreational and green spaces to nourish community life. A community hub can be a school, a neighbourhood centre, an early learning centre, a library, an elderly persons centre, a community health centre, an old government building, a place of worship or another public space. Whether virtual or located in a physical building, whether located in a high-density urban neighbourhood or an isolated rural community, each hub is as unique as the community it serves and is defined by local needs, services and resources.

5 https://www1.specialolympicsontario.com/our-mission/

6 https://www.prontario.org/policy/framework

7 https://www.ecohealthontario.ca/about

> When people think of community hubs, they think of places where people come together to get services, meet one another and plan together. We've heard that community hubs are gathering places that help communities live, build and grow together. No community hub is like another, as each brings together a variety of different services, programs and/or social and cultural activities to reflect local community needs. It is this diversity of activity that allows community hubs to play a critical role in building economic and social cohesion in the community" (p. 7).[8]

The above definition tends to focus on health and social services, with parks, culture and recreation appearing as 'secondary' uses. However, community hubs - in the form of recreation centres - have existed for many years and have evolved over time to encompass an increasing range of services to accommodate a more sophisticated definition of recreation. These hubs can take many different configurations: small to large; indoor, outdoor or a combination of both; solely municipally-owned and -operated or a collaborative effort by different providers. The form taken depends on the size of the relevant population base, the program and facility needs being met in relation to existing services and the resources available to build and operate the facility or facilities.

8 Government of Ontario. Community Hubs in Ontario: A Strategic Framework and Action Plan. ontario.ca/communityhubs



Figure 2-2: Wedding ceremony at Island Lake's floating amphitheatre
(Source: https://cvc.ca/weddings-in-nature/)

2.2 Substantive Service Areas

Developing Arts, Culture and Heritage

In recent years programming in the arts, culture and heritage (natural, cultural and built) have become increasingly recognized as legitimate and important parts of recreation services for community residents and to attract visitors.

Public Art

Public art is often used to increase the vibrancy and attractiveness of parks, while supporting local artists and artisans. Public art can include both stand-alone commissioned pieces and art integrated into parks and trails. Commissions could include artwork for interpretive programs on local history. Another option is to provide an outdoor gallery - a space for local artists to display their works in art exhibitions on a rotating basis. Public art should be supported by a policy that includes, for example, art selection, acquisition and commissioning methods, site selection and roles and responsibilities.

Infrastructure including, but not limited to, paving, fencing, lighting, seating, signage/wayfinding and planting can also be designed in an artistic way while still accomplishing utilitarian functions. Municipalities and public agencies will often mandate (through policies, design guidelines, etc.) that art be part of all projects as either as stand-alone art or integrated with a pre-determined percentage of the construction budget being assigned to public art.

Events, Festivals and Performances

To support arts, culture and heritage programming and events (e.g., musical events, theatre performances, etc.), appropriate indoor and outdoor venues should be available. Outdoor venues have the added benefit of supporting and encouraging outdoor recreation. They need not be complicated, but should at minimum provide power, parking, washrooms, and shade. A simple venue could use a portable stage for performances and allow guests to bring their own lawn chairs,

and a more permanent venue could include a permanent stage and stepped seating area. The choice would depend on available space, budget and site considerations.

Floating stages are another option that have the benefit of attracting people for their novelty and beautiful settings. One example of such a facility is the waterfront amphitheatre in Island Lake Conservation Area in Orangeville, which was made possible by a partnership between Theatre Orangeville, Credit Valley Conservation Authority, the Rotary Club of Orangeville Highlands and the local Home Hardware. It was constructed in 2017 and has hosted plays, events, celebrations and weddings (Figure 2-2). If made available for private rentals, outdoor venues can be a potential source of revenue for municipalities.

Built, Natural and Cultural Heritage

As urban development in southern Ontario continues on a large scale, there is increasing interest in preserving both built and natural heritage in communities. Each community has unique heritage features that contribute to creating a sense of place, and can be highlighted to residents and visitors through programming and events with a heritage focus. Some examples of these programs include self-guided heritage walks providing a free pamphlet outlining a predetermined route on a map passing various historic buildings and sites with small write-ups accompanying each site. Guided tours are a similar option with the added opportunity to monetize the tour and incorporate add-ons (e.g., horse carriage ride, a meal or food tasting, etc.). For those looking for more interactive programs, participants can be taught skills such as cooking, weaving or building using historical tools and methods particular to a certain time or place.

Natural heritage programs could include educational walks or sessions to learn about the flora, fauna, landscapes and stewardship practices particular to a certain area. The forest school programs available in the Frontenac Arch Biosphere exemplify this type of program:

> Furnace Falls Farm and Forest School:
>
> "Lyndhurst is a beautiful area, in the middle of the Frontenac Arch Biosphere Reserve. The relationship between people and their environment is very special here. Food production and agriculture is an important part of this community, as is time spent outdoors on the many lakes and hiking trails. At Furnace Falls Farm, we learn the importance of growing good, local food WITH nature. It is here that we will find the gentle balance between human needs and those of Mother Nature[9]."

This type of program combines natural heritage (the biosphere), cultural heritage (agriculture) and environmental stewardship (growing food naturally). The opportunities for these types of programs are extensive, and also appeal to a wide range of age groups.

Cultural Tourism

Tourism is an essential sector of today's service economy, creating a competitive environment in which communities must secure their place in the market. Moreover, as the world becomes progressively more homogeneous on many levels, people are expressing greater interest in that which remains different. Every community is different in some way from all others, and these differences are the foundation of its unique story.

Given these factors, there needs to be something unique or special that differentiates the community from others - and it must be different enough to provide a reason or reasons for people to visit. To this end, a unique identity that captures the essence of this particular place needs to be developed, fostered and aggressively marketed.

The notion of 'place-based' attractions is typically tied to cultural tourism in building destination-related visitor experiences (Thorne, S. 2012; Smith, S. 2013).[10] It comprises those elements of culture and heritage that are intrinsically tied to a geographic place, and so cannot be replicated elsewhere.

A Hills Strategy report summarizes the findings of online surveys of World Tourism Organization (UNWTO) Member States and cultural tourism experts around the world, and provides the following definition of cultural tourism:

> Cultural tourism is a type of tourism activity in which the visitor's essential motivation is to learn, discover, experience and consume the tangible and intangible cultural attractions/products in a tourism destination. These attractions/products relate to a set of distinctive material, intellectual, spiritual and emotional features of a society that encompasses arts and architecture, historical and cultural heritage, culinary heritage, literature, music, creative industries and the living cultures with their lifestyles, value systems, beliefs and traditions.

Almost all responding countries to the survey indicated that their definition of cultural tourism includes both "tangible (e.g., national and world heritage sites, monuments, historic places and buildings, cultural routes and others) and intangible heritage (e.g., crafts, gastronomy, traditional festivals, music, oral traditions, religious/spiritual tourism, etc.)." Most countries also consider "cultural tourism to include contemporary culture (e.g., film, performing arts, design, fashion, new media, etc.)."

Supporting All Season Outdoor Recreation

Outdoor programming provides a critical benefit to the health and well-being of people, particularly children and teens. Time spent outdoors has been shown to improve physical and mental health, boost confidence, reduce stress and build understanding of, and respect for, the natural environment[11]. Outdoor learning and activities are common aspects of life for children in many other countries (e.g., tropical and Nordic countries), and as awareness of the benefits have become more mainstream in Canada, there have been increased efforts by municipalities and schools to offer more outdoor programs for children and teens.

The ParticipACTION Children and Youth Report Card (2018) identified the following for children in Canada:

> "Physical activities and programs are well known to help to maintain a healthy brain, body weight and heart, and help to strengthen the bones and muscles of children. Outdoor physical activities and programs can also help to build multiple skills and abilities, such as thinking and learning, problem-solving ability, stress management and attention and focus. Data shows that children in Canada on average are not participating in an adequate amount of physical activity to reach their full potential.[12]

In practical terms, parks are significant assets that are often not optimized from a use perspective and so they offer the potential to increase recreation activity relatively inexpensively. While not supported by a review of available research, it also is reasonable to suggest that an active park is more likely to motivate onlookers to 'join in' than one that sits empty and idle.

9 https://www.frontenacarchbiosphere.ca/nature-programs/farm-forest-school

10 Smith, S. (2013). A sense of place: place, culture and tourism. Tourism Recreation Research. (no issue) pp. 220-233.
Thorne, S. (2012). Place-based cultural tourism: A new planning paradigm. Economic Development.org

11 https://thehappycity.com/project/happy-streets/
https://www.ecohealthontario.ca/

12 https://www.participaction.com/en-ca/resources/report-card

For some time, municipalities in North America have been trying to encourage outdoor recreation in the winter, emulating approaches taken in many Nordic countries. Examples of initiatives include 8-80 Cities' Wintermission project, and activities and events in Edmonton and Michigan, both of which have been successful with winter recreation. 'Winterising' cities in North America is not a new topic, but the uptake has been slow, for a number of reasons that mostly fall outside of the mandate of parks and recreation departments (e.g., perceived or real conflicts between designing for pedestrians versus snow clearing and emergency vehicles, liability concerns, insufficient staff or resources, etc.).

One way municipalities can contribute to encouraging people to recreate outside in the winter is to help change the prevailing negative view of winter's cold and snow. Working across departments, municipalities can set the tone by framing winter as a season to look forward to, with many positive and fun opportunities for recreation.

On the other hand, with average summer temperatures increasing due to climate change, considerations must also be made for making outdoor activity in extreme heat safer and more comfortable. Specific recommendations for how the Township of South Frontenac can help support all season outdoor recreation are discussed in the Parks section.

Esports

The sheer growth in this sector suggests it would be folly to not investigate opportunities for municipalities to introduce Esports into recreation programming. In a recent commentary on trends shaping community recreation and sports facility design, the author discusses the topic of Esports or organized competitive video gaming. He notes it is the "hottest trend in sport and recreation" and a growing worldwide industry. Esports offer municipal recreation centres the opportunity to increase facility use with well attended, revenue-generating entertainment programming, and can bring non-users into facilities for the first time. He notes, "Esports, previously crammed into ill-fitting convention centers, enjoy tremendous momentum right now and will require great spaces. New recreation design should accommodate this coming wave of recreational and competitive activity. If you're investing in a new rec center be aware that Esports spaces, whether new or retrofitted, have tremendous power and data requirements - so plan accordingly." [13]

A 2019 National Parks and Recreation Association (NRPA) article[14] discussed why parks and recreation organizations should enter the world of Esports programming. An important factor to consider is that the genre facilitates connecting with hard-to-reach audiences that have aged out of traditional organized sports or have no interest in these types of programs. Typically, these are teens and young adults - the age groups that parks and recreation departments struggle to engage. Esports can also facilitate providing a youth-centred, safe space within a recreation centre.

The concern about sedentary lifestyles in relation to the traditional view of recreation's mandate to be physically engaging can be minimized by selecting companies that provide team-based, virtual-reality experiences where participants also run, jump and move, while engaging in a multiplayer game. Criteria such as offering age-appropriate games and

13 Nardone, David. February 7, 2020. The Design Quarterly: 6 trends shaping community sports and rec facility design.

14 https://www.nrpa.org/parks-recreation-magazine/2019/september/esports-the-next-big-thing-for-parks-and-rec/

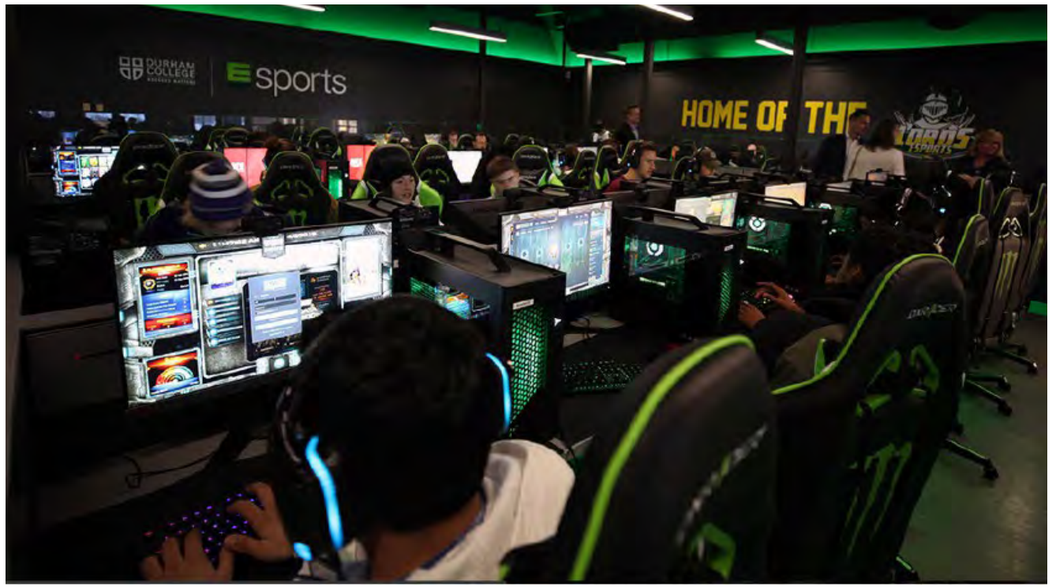


Figure 2-3: Durham College Esports Venue

incorporating STEM (science, technology, engineering and math), well as homework help and promoting health lifestyles can be applied to product selection.

Depending on the types and timing of programs offered, Esports may offer opportunities to increase underused facility spaces/times and generate additional revenues. While major dedicated Esports facilities are often not feasible to provide, an Esports room within a new or renovated community centre can likely be supported in many communities.

In Canada to date, Esports entry into the public sector appears to be largely limited to the educational institutions. Research has provided evidence that Esports help students develop so-called soft skills that are a prerequisite to academic success and future marketability. Participation in Esports:

- Promotes leadership skills and teamwork
- Boosts social and communication skills
- Develops problem solving, decision-making and multitasking abilities
- Improves cyber, digital and other transferable skills
- Develops friendships and communities
- Improves reaction times, dexterity and concentration
- Increases perceptual and cognitive skills
- Improves resilience through winning and losing
- Can act as a motivator to improve attendance and behaviour[15]

15 https://www.dofe.org/wp-content/uploads/2021/08/Esports-Leaders-Information-Sheet.pdf

Esport Canada is a not-for-profit organization that supports esports by providing community, competition, and resources for high school (14 to 18 year old) and middle school (11 to 13 year old) students and educators.[16] Resources include guides on starting Esports Clubs from the ground-up and ways to limit investment in equipment during early club development.

Durham College's Esports[17] arena is available to students, employees and alumni. It is designed to offer recreational and competitive esports, while providing experiential learning opportunities integrated into the curriculum for selected full-time programs at the College. There is an Esports varsity team that competes at the provincial level. Computer/gaming station time can be purchased by the hour ($3.75 plus tax) or in three-hour packages ($10plus tax), and operating hours are Monday to Friday, noon to 9 p.m. This suggests the space is dedicated to Esports, emulating an internet café (Figure 2-3).

Adult Programming

Historically, municipalities have focused on providing parks and recreation services to children, youth and seniors, with this last group becoming a much larger consumer of services as our population ages. The focus on children is rooted in the early days of organized recreation that began with the Playground Movement of the late 19th century in urban North America, which was intended to save poor, immigrant and homeless children from unhealthy, crowded tenement neighborhoods. Over time, and with the development of recreation as a formal public service, the combined health and social objectives of these services retained an emphasis on those who were least likely to have the private means to purchase their leisure activities. Those with no or limited income included children, youth and seniors. Since adults were in their earning years and the primary purpose of public services was to fill gaps in the market, services for this age group were limited. At the same time, in terms of social support, all children and youth were provided with recreation regardless of the household's ability to pay.

In recent years, however, we have seen a noticeable increase in adult interest in municipal recreation services for themselves. Anecdotal reasons for this trend are likely a blend of increased awareness of the importance of physical activity for long-term health, overall declines in disposable income and growth and greater sophistication in the provision and delivery of public recreation services. At the same time, current research indicates that adults are not achieving this awareness and interest through action. A just-released ParticipACTION report card on physical activity among Canadian adults (December, 2021) shows much higher 'grades' in the areas of conceptual and environmental indicators than in activating, daily behaviours.

The report notes, "Letter grades are based on an examination of current data for each indicator against a benchmark(s)...Together, the indicators provide a comprehensive assessment of how we are doing as a nation regarding the promotion and facilitation of physical activity among adults (18 to 64 years) and older adults (65 years and older) living in Canada (p. 9)"[18]

Table 2-1 very briefly summarizes this 80-page report and orders the indicators from high to low in terms of assigned grade.

16 https://www.esportcanada.org

17 https://durhamcollege.ca/esports

18 https://niagaraknowledgeexchange.com/resources-publications/2021-participaction-report-card-on-physical-activity-for-adults/

Note: Although the 2021 report identified the impacts of COVID-19 on each of the indicators, the indicators in the 2019 report card are not directly comparable to those used in 2021. The effects of COVID on the grades, therefore, cannot be compared.

Table 2-5: 2021 ParticipACTION Adult Report Card Indicators

Indicator	Category	2021 Grade	Benchmark(s)
Motivation	Individual Characteristics	B+	• % of adults who moderately or strongly agree that they have the motivation (e.g., desire, interest, positive attitude) to participate in physical activity (PA).
Perceived Capability	Individual Characteristics	B	• % of adults who moderately or strongly agree that they are physically capable of participating in PA (e.g., skills, training).
Perceived Opportunity	Individual Characteristics	B	• % of adults who moderately or strongly agree that they have the physical opportunity to support them in participating in PA (e.g., perceived available opportunities in the community and a lack of barriers such as environmental barriers).
Facilities and Infrastructure	Spaces, Places & Cultural Norms	B	• % of key settings (e.g., municipalities, workplaces, sport and recreation organizations, public health) providing a supportive environment for active transportation (e.g., bicycle lanes, access to public transportation, access to non-motorized trails). • % of key settings (e.g., municipalities, workplaces, sport and recreation organizations, public health) supporting access to safe and appropriate facilities for PA/sport
Light Physical Activity	Daily Behaviours	C+	• % of adults engaging in at least 3 hours per day of light physical activity.
Total Daily Steps	Daily Behaviours	C	• % of Canadians 18 years or older achieving ≥7,500 steps per day in a variety of light, moderate and vigorous activities that contribute to daily movement.
Moderate-to-Vigorous Physical Activity	Daily Behaviours	C	• % of adults 18 years and older living in Canada who meet the PA components of Canadian 24-Hour Movement Guidelines (at least 150 minutes of weekly MVPA).
Social Environment	Spaces, Places & Cultural Norms	C	• % of key settings (e.g., municipalities, workplaces, sport and recreation organizations, public health) that have sufficient staffing and human resources to fulfill the setting's mandate and vision in relation to PA/sport. • % of key settings (e.g., municipalities, workplaces, sport and recreation organizations, public health) that support volunteers. • % of key settings (e.g., municipalities, workplaces, sport and recreation organizations, public health) that have partnerships/collaborations for facility or program delivery.

Table 2-1 2021 ParticipACTION Adult Report Card Indicators (continued)

Government	Strategies & Investments	C	• Demonstrated progress through the key stages of public policy making (e.g., policy agenda, policy formulation, policy implementation, policy evaluation and decisions about the future) • Evidence of leadership and commitment in promoting PA opportunities for adults of all ages and abilities. • Funds and resources are allocated for the implementation of physical activity promotion strategies and initiatives for adults of all ages, abilities and cultures. • Investments are made in professional organizations.
Policies and Leadership	Spaces, Places & Cultural Norms	C-	• % of key settings (e.g., municipalities, workplaces, sport and recreation organizations, public health) that have a formal strategy or plan for PA, sport, recreation or active travel. • % of key settings (e.g., municipalities, workplaces, sport and recreation, public health) that are aware of/use PA guidelines and information.
Sport Participation	Daily Behaviours	D	• % of adults 18 years or older years who participate in sport.
Muscle Strengthening Activities	Daily Behaviours	D-	• % of adults 18 years and older living in Canada who engage in muscle strengthening activities, using major muscle groups, at least twice a week.
Balance Activities	Daily Behaviours	D-	• % of adults 65 years or older living in Canada who perform physical activities that challenge balance.
Active Transportation	Daily Behaviours	F	• % of adults 18 years or older years who use active transportation to get to and from places (e.g., work, university/college, the park, the mall, a friend's house).

When organized this way, it suggests that beyond individual and environmental characteristics, there is a progressive decline in participation in activities that require a time commitment, specific movements and/or intense physical effort. Sport participation, muscle strengthening activities, balance activities and active transportation all scored grades D to F. The F grade in active transportation is a particularly interesting finding, given the promotion of active transportation and the increasing efforts of municipalities to make it safe and easy to access so people can integrate it into their daily lives.

The highest behavioural grades achieved are for light to medium-intensity activities that can be integrated into daily life. If the evolution to a highly active culture is viewed as a long-term social goal, and these findings are indicators of current progression to that end, it appears there is more work to do in the Bs and Cs before the Ds and Fs can improve. In terms of municipal programming for adults, therefore, progress in the foreseeable future may need to focus on additional ways to translate the desire to be active into introductory 'first steps' that provide flexible access to low to medium intensity activities.

Infrastructure and Equipment

The evolution of parks and recreation infrastructure and operations equipment encompasses many innovations. Some of these, such as designing facilities/spaces to be multi-purpos and flexible, co-locating synergistic facilities, and anticipating future changes in use, are not new but are taking different forms. The following highlights several singular trends that are emerging in the field.

Net Zero Emissions

In a report titled Canada's Net Zero Future, the Canadian Institute for Climate Choices states:

> "Achieving "net zero" emissions in Canada by 2050 is an ambitious goal. Our research indicates it is doable, but getting there will require implementing policy well beyond anything seen to date in Canada. It will also require navigating significant complexity and uncertainty. Ultimately, this country's path to net zero will be defined by policy choices made by all orders of government, as well as technological innovation and factors beyond domestic control, such as global market shifts and changing energy demand." [19]

This report categorizes ways to achieving this target into 'safe bets,' which are low-risk solutions that are available today, and 'wild cards,' which are high-risk, high-reward solutions that are still in the early stages of development. It notes that these two directions comprise distinct policy areas, which often get conflated and so can inhibit progress.

The report states that safe bets are emission-reducing technologies and solutions that are already commercially available and face no major constraints to widespread implementation. Under all the pathways considered, safe bets will be the major contributors to get Canada to net zero. They are especially important for getting Canada to its 2030 target, driving at least two-thirds of the required reductions.

Of particular importance to municipalities' delivery of parks and recreation are service vehicles and buildings. The report discussed transportation in terms of 'personal' and 'heavy- and medium-duty' categories. It noted that the way to net zero in personal transportation is clear cut, while that for other types of vehicular movement is less certain. At the same time, both categories include electric vehicles and biofuels as progressive pathways. Municipal service vehicles using these technologies are becoming more prevalent. There has been a recent noticeable increase, for example, in municipal purchases of electric ice-resurfacers. The Ontario Recreation Facilities Association notes, "While an electric Zamboni still goes for about $50,000 more than a gas-powered model...not having to pay for things like gas or oil changes makes the business case more palatable - with the environmental benefits a compelling 'sidebar.'"[20] The Township has already made much progress on this, using an electric ice resurfacer and edger machine at the Frontenac Community Arena.

The research report indicates that buildings can rely on technologies that are currently available, including increased energy efficiency, switching to electric heat sources (e.g., heat pumps) and switching to clean gases (e.g., RNG and hydrogen). In terms of facility development, net zero construction is a mode of building where the total amount of energy used by the infrastructure is roughly equal to the amount of renewable energy created on the site.

The UK Green Building Council conducted a study to identify the implications of net zero construction for two buildings at the design stage: a residential high-rise and an office building. The objective was to deliver the

19 https://climatechoices.ca/wp-content/uploads/2021/02/Canadas-Net-Zero-Future_Summary_FINAL.pdf

20 https://www.cbc.ca/news/canada/ottawa/electric-ice-resurfacers-zambonis-1.6233356

same buildings that had already received planning approvals but to change the other design parameters (such as structure, HVAC system, tenant requirements, etc.) to achieve, or approach, the net zero performance targets. The researchers looked at the base building designs and produced two options for each, one aimed at meeting 2025 net zero performance targets and one aimed at more ambitious 2030 targets.

According to chief executive officer at UK Green Building Council: "This study provides long-awaited evidence that building today to the standards of energy and carbon efficiency required by 2025 doesn't have to cost a fortune and is likely to be offset by enhanced value."[21]

Facility Innovations

While it is now common to co-locate recreation facilities with, for example, libraries and arts spaces, emerging facility innovations go beyond these practices to encompass new partnerships between public, not-for-profit and business interests in meeting a wider range of community needs. These projects can involve an intricate mix of public funding, use-related agreements, community fundraising contributions and services-in-kind donations. Three examples of such initiatives from a Rural Institute of Ontario report[22] are described here.

Hastings Prince Edward County Community and Education Centre:

A November 23, 2021 Ontario government news release announced a grant of,

> "...$250,000 to support the construction of Humane Society Hastings Prince Edward's new community and education centre. A major component of the planned new facility will provide space for important outreach programs, community recreational activities and events, as well as earned revenue to support the care of animals in need. The community and education centre will be located in Belleville and is the second phase of a three-phase construction project that will provide a new, full-service facility for Humane Society Hastings Prince Edward. The facility will include an animal care and adoption centre and an on-site veterinary clinic. The community and education centre will provide engagement and education opportunities for the people of Hastings and Prince Edward Counties through innovative, community-driven programming. When complete, the new facility will contribute to a healthier environment for animals and caregivers, while creating new opportunities for the community to engage and connect safely."[23]

Prince Edward County Food Hub Inc.: The Kitchen that Saved a School:[24]

The County Food Hub is a federally incorporated not-for-profit commercial kitchen in Prince Edward County. The County Food Hub combines the objectives of local economic development with community service and education.

The Hub's vision is to "provide Ontario with a model approach to strengthening rural education that makes use of surplus school space to provide educational opportunities for students and social and economic opportunities for local economies." The vision is supported by the following mission statements, two of which speak to the economic purpose of the Hub and two that focus on its social purpose:

- Provide food production and development opportunities so that local entrepreneurs can more efficiently take their ideas to market, improving local economic development.
- Provide space and resources for food service training to support the fast-growing culinary industry in the region.
- Provide support for healthy food distribution and food training so that more and more under-served low income families have increased access to healthy food at reasonable cost.
- Develop innovative enhanced learning opportunities to encourage a life-time commitment to healthy eating, food sustainability and a keen appreciation of the opportunities present in the local food industry.

The County Food Hub is the result of a community-based initiative to find a way to preclude the closure of Sophiasburgh Central elementary school while also meeting a need that would benefit the community. The area's innovation and growth in the food, agriculture, service and entertainment sectors led to an identified need for a shared commercial kitchen space and food business incubation sites.

In September 2018, after demonstrating financial viability, the Prince Edward County Food Hub (PECFH) signed a five-year lease with the Prince Edward District School Board. The PECFH pays the School Board on an annual basis enough to cover 85-90% of physical operating costs, not including teachers' salaries. This lease has ensured the school will remain open and can co-exist with the Food Hub in a 5,800 square foot area in the west wing of the school.

The results of this initiative are three-fold:

- A local school was saved from closure and continues to serve its community
- A health-certified shared commercial kitchen space is available to the general public, not-for-profit organizations and area businesses, including three long-term leased spaces
- A developing program of food education and training for students, parents will be available to the Prince Edward County and Bay of Quinte community.

United Church of Canada Community Innovation Hub:

The United Church of Canada is re-thinking the role churches play in a community, part of which is examining the use of their spaces or often lack thereof. Many facilities are not being used to their full potential, as much of the week they sit empty.

> "The United Church has developed the Community Innovation Hub as a model for repurposing existing space, an idea that both community and church can come together around. The concept of a Community Innovation Hub is to provide space and programming to local entrepreneurs looking to create businesses that serve social and spiritual goals in the community and beyond. The Community Innovation Hub takes advantage of underutilized or vacant infrastructure and assets, as well as the expertise and community networks surrounding this already-central institution, to provide an environment designed to help entrepreneurs prosper" (Repurposing Public Space, p. 3).

A Community Innovation Hub can be either a church or community-driven initiative, based on the mutual interests of both in collaborating and recognizing the budget limitations of these types of endeavors. To date, the Hub has produced Turnkey Kits on agrihoods, coworking space and makerspaces as well as other resources to guide the process of collaboration. Moreover, the model is universally applicable to underused spaces in public facilities. The same resources (or principles found therein) that the United Church have curated to support their various congregations can be used in creative ways in facilities throughout rural Ontario including arenas, schools, agricultural societies, theatres, libraries, services clubs, etc.

21 https://thefifthestate.com.au/innovation/building-construction/how-much-extra-does-it-cost-to-make-a-building-net-zero-carbon/

22 https://www.ruralontarioinstitute.ca/uploads/userfiles/files/2_0%20Repurposing%20Public%20Space.pdf

23 https://news.ontario.ca/en/release/1001207/ontario-supporting-the-humane-society-hastings-prince-edward

24 https://www.countyfoodhub.com/aboutus

SOUTH FRONTENAC

RECREATION, PARKS, AND LEISURE MASTER PLAN

3.0 FRAMEWORK FOR THE MASTER PLAN

SOUTH FRONTENAC



3.0 Framework for the Master Plan

The following overarching parameters establish the framework for the Master Plan assessments and recommendations in Sections 4.0, 5.0, and 6.0. They are based on the unique characteristics of the community, its parks and recreation system and strategic aspirations, and the influence of broader trends that will shape the future of its services.

The framework is discussed under the following headings: service rationalization, the mandate and role of the municipality, reciprocity and alignment with the Strategic Plan.

Service Rationalization: In addition to developing property tax-financed parks and recreation services, over the years the Township of South Frontenac has assumed ownership of facilities that were originally funded, built and run by volunteer groups in the pre-amalgamation municipalities within its boundaries. To some degree, this has resulted in replication of services that would not have occurred in a single, municipal-only supported system. In addition to being responsible for existing parks and facilities, the Township must respond to high community expectations for services within a much broader definition of recreation while residents typically resist increases in property taxes to find their development. If services are provided based on the expressed interest of use by residents/user groups vs. need supported by use, the result is an oversupply of facilities that are not optimally used and require high consumption of tax dollars and continual operation and maintenance over their lifecycle. The need to rationalize service provision in both supply and use, therefore, will be essential to sustaining and growing the Township's parks and recreation system.

Mandate and Role of the Municipality: Municipalities have latitude to shape their mandates in providing recreation services. In Ontario, the scope of municipal involvement in recreation ranges widely, and depends largely on the size of the community being served and its financial resources to provide desired services. At the same time, the essential mandate of all municipal systems is to provide 'community recreation' services that are locally based, designed for/open to all regardless of skill level/ability, comprise introductory experiences/basic instruction in a wide variety of areas, promote fun and social interaction and are affordable.

South Frontenac's mandate in recreation focuses on this essential function, and its role in activating its mandate is largely as an indirect service provider. By providing support to community-based organizations and collaborating with other agencies/groups, the municipality enables the delivery of recreation programs and services. Support takes different forms and includes infrastructure provision and maintenance, seed funding and assistance with accessing grants from outside sources, administrative assistance with program development and operations, etc. An underlying assumption, therefore, is the need to recognize and strengthen the Township's primarily indirect role in providing essential, community-focused recreation.

In all communities, realizing truth and reconciliation means relationship building with local Indigenous Peoples. While there is much interest in developing programs that promote understanding and knowledge of Indigenous history and legacy in our communities, establishing an ongoing working relationship with Indigenous Peoples is beyond the scope of a parks and recreation master plan, as it is a corporate-wide initiative. With respect to the services addressed in this Plan, ideally local Algonquin, Anishnaabe, and the Haudenosaunee communities would be part of ongoing joint service planning activities related to mutually beneficial outcomes. This activity would occur under a formal relationship that is established by the Township for all relevant municipal work. The City of Kingston's Engage for Change project is an example of a municipally-driven, corporation-wide initiative to build relationships with local Indigenous communities.

Reciprocity: Defined as 'the practice of exchanging things with others for mutual benefit,' the concept of reciprocity applies to exchanges of various kinds in recreation service delivery. It underlies partnerships as well as the practice of charging fees for services. In true partnerships, some element of risk is also assumed by each party to the agreement. The nature of reciprocity, therefore, should be articulated in formal agreements and policies. This will clarify the purpose and value of the exchange, as well as the benefits to the Township and relevant other parties.

Alignment with Strategic Plan: The Township's Strategic Plan identifies the following four priorities that will be activated in the Master Plan's implementation.

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

Given its extensive natural environment, the Township is positioned to take leadership in a number of relevant areas. Anecdotal evidence suggests COVID has accelerated the use of outdoor natural areas in South Frontenac for recreation by both residents and visitors. While the longer-term outcomes of this trend remain to be seen, accommodating nature-based activity on trails and lakes/waterways while ensuring ecosystems can thrive will be critical. Focusing on improvements to use-related 'hot spots' to minimize impact, educating users on appropriate behaviours related to the environment (e.g., 'leave no trace,' boat cleaning, etc.) and developing stewardship will be important approaches. Procurement policies and practices directed by environmental sustainability considerations offer internal leadership options (e.g., using recycled/natural, locally purchased materials, minimizing carbon emissions, etc.)

As noted above, maintaining a community-focused Township mandate and role, and rationalizing municipal services, must occur while simultaneously developing the parks and recreation system. Implementing the Master Plan could require separating the management of the arena and the Township's recreation functions into two positions. It may also require additional staffing to optimize program development and facility use. As required, new or revised policies and practices may be needed to achieve desired objectives.

Creating vibrant, complete communities while promoting a Township-wide sense of connectivity is a multi-faceted endeavor. Physically, it means linking places/destinations throughout the Township and those within settlement areas via trails, pathways and on-road paved shoulders for non-vehicular movement. As is the case in most communities, this type of work is occurring in South Frontenac incrementally and will be furthered by the Master Plan. At the same time, programming can be used to both preserve the legacy of settlement areas as well as bring all Township residents together to celebrate the larger community. Engaging all residents in recreation may also call for the Accessibility Advisory Committee to play a greater role in shaping inclusivity beyond simple AODA compliance.

Summary of Assessment Framework

The assessment framework for the Master Plan, therefore, assumes the Township will:

- establish demand for services driven by actual use/activity levels as opposed to expressed demand in the political arena.
- respond to demand within its role as a primarily indirect service provider of community-oriented, inclusive recreation services.
- provide parks and recreation services to community groups and individuals within reciprocal relationships.
- favour approaches to recreation service development and operations that put the natural environment at the forefront to demonstrate its commitment to leadership.
- ensure that each settlement area has access to recreation opportunities nearby, while minimizing service duplication.
- support all service development and delivery by providing the human resources and policies/practices necessary for implementation.

RECREATION, PARKS, AND LEISURE MASTER PLAN

4.0 PROGRAMS AND EVENTS

SOUTH FRONTENAC



South Frontenac Museum

4.0 Programs and Events

4.1 Supply

Events

The community hosts a wide array of events for all ages, all year round. The Township supports the organization of events for Canada Day, and a Family Day event at the arena. Other events are organized by local non-profit and volunteer organizations and small businesses. Table 4-1 below provides an overview of organizers and events. However this is **not** an exhaustive list. Event themes include music, art, holiday celebrations, sports, dinners, local agriculture, and local crafts and artisan shows/sales.

Table 4-1: Summary of events organized in South Frontenac

Organizer	Event Name	Location	Season
Township of South Frontenac	Canada Day	Glendower Hall, Centennial Park, Point Park, Gerald Ball Memorial Park	Summer
	Family Day	Frontenac Community Arena	Winter
	Halloween and Christmas House Decorating Contests	Various	Fall, Winter
Verona Community Association	Various community events	Harris Hall, Storrington Hall, Glendower Hall, Grace Centre, Verona Lions Hall	Year round
Verona Lions	Garlic Festival	Verona Lions Hall	Fall
	Christmas for Kids	Verona Lions Hall	Winter
	Other smaller events (breakfasts, fundraisers etc.)	Verona Lions Hall	Year round

Table 4-1: Summary of events in the Township of South Frontenac (continued)

Organizer	Event Name	Location	Season
Storrington Lions	Various events (craft shows, auctions)	Storrington Lions Hall (Sunbury)	Year round
Sydenham Lions	Vision screening and other events	Schools, Sydenham Public Library	Year round
Royal Canadian Legion	Meat Spin	Royal Canadian Legion	Year round
	Various events (dances, contests etc.)		Year round
Verona Car Show	Verona Car Show	Verona Lions	Summer
Sydenham Women's Institute	Various events (bake sales etc.)	Grace Centre, Verona Lions Hall, Sydenham Library	Year round
Somersault	Sydenham Triathlon & Duathlon	Sydenham Point Park	Summer
South Frontenac Rides, Sydenham Canoe Club	Lakes and Trails Festival	Sydenham Point Park	Summer
Fantasy in the Forest	Fantasy in the Forest Art Show	Fantasy in the Forest property (private)	Summer
Local Artists and Artisans	Art in the Sawmill	Sawmill in Verona	Summer
Bobs and Crow Lake Association	Frontenac Frolic	Glendower Hall	Summer
Frontenac County	Open Farms in Frontenac	Private farms	Summer

Table 4-1: Summary of events in the Township of South Frontenac (continued)

Organizer	Event Name	Location	Season
Cheesecakery Bakery and other businesses/ volunteers	Homegrown in Frontenac Festival	3005 Forest Rd.	Fall
Battersea Pumpkin Festival volunteers	Battersea Pumpkin Festival	Battersea Ball Park	Fall
Harrowsmith & District Social & Athletic Club	Harrowsmith Santa Claus Parade and Open House	Harrowsmith & District Social & Athletic Club	Winter
	Canada Day in the Park		Summer
	Family Halloween Party		Fall
	Dinners and Auctions		Year Round
	Community Yard Sale		Summer
Old Tyme Fiddlers*	Open Mic	Golden Links Hall	Year Round
Harrowsmith Odd Fellows & Rebekahs	Various events	Golden Links Hall	Year Round
Bellrock Hall Community Association	Various events (potlucks etc.)	Bellrock Hall	Year round
Glendower Hall Association*	Bedford Jams	Glendower Hall	Year round

*Adult-only event.

Programs

The community has access to a number of programs, mostly offered by volunteer and non-profit organizations. The Township provides two programs, both for school-aged children: swim and day camp and the Healthy Kids Drop-in Program. Programs offered by other providers are wide ranging and include sports and physical activities, social programs, learning and arts. A summary of providers and a sample of programs available in the Township is shown in Table 4-2.

Table 4-2: Programs in South Frontenac

Provider(s)	Sample of Programs	Ages Served	Seasons
Township of South Frontenac	Swim and day camp, Healthy kids drop-in	Four and older	Summer
Other Public Providers			
KFLA Public Health, Rural Frontenac Community Services, EarlyON, South Frontenac Community Services, Limestone District School Board, Kingston Frontenac (Sydenham) Public Library	Walk-on, kids club, camp, parent and tot programs, seniors programs, dementia day program, reading programs, tech, learning, etc.	Focus on preschool and school-aged children, and seniors	Some year round, some summer only
Volunteer Organizations			
Numerous hockey, ball, and soccer leagues, South Frontenac Stocksport Club, South Frontenac Pickleball Club, quilting clubs, musical groups, South Frontenac Museum Community Hall Associations (Storrington, Bellrock, Bedford, Glendower), Sunbury Horseshoe Club, and others	Hockey, soccer, softball, ice stock/stocksport, horseshoe, pickleball, choirs, open mic nights, museum programs, social events, fitness and wellness programs, etc.	All	Many year round, hockey winter only, and ball leagues summer only

Table 4-2: Programs in South Frontenac (continued)

Provider(s)	Sample of Programs	Ages Served	Seasons
Non-profit			
Harrowsmith and District Social & Athletic Club, Sydenham Lake Canoe Club, Lions Clubs (Storrington, Sydenham, Verona), Girl Guides, Scouts, Grace Social Activity Centre, /Verona Community Association, New Leaf Link, Elbow Lake Environmental Education Centre, and more	Kayak/canoe programs, holiday events, fundraisers, softball, Garlic Festival, life skills, physical and social programs for seniors, programs for those with special needs, environmental programs and camps etc.	Focus on family/all ages, children, and seniors	Many year round, some summer only
Private			
JoLyn Dance, Kingston Hockey Development Centre, Elements, Sydenham Academy of Martial Arts, Nomad Yogini, Yoga with Cathie	Ballroom dance, line dance, dance nights, hockey training, strength and conditioning, camps, yoga, martial arts	All	Year Round

4.2 What We Heard

Residents

Participation

Half (50%) of those responding to the random telephone survey claim that nothing prevents them or a member of their household from participating in programs and activities. Among the reasons mentioned most often for not participating were: a lack of time (14%), programs or activities of interest not being provided (7%), having no one to participate with(5%) and not being aware of offerings (5%). The online survey response was similar, with over half (53%) indicating nothing prevents them from participating. The next highest responses were not aware of programs/activities (21%) and not interested in what is provided (20%).



Wilmer Ball Park in South Frontenac

Need for Additional Programs and Events

The largest proportion of residents (46%) were unsure about the need for additional programs/activities (random telephone survey). Those who thought that additional programs/activities are needed and those who thought they are not needed were almost evenly split (26% yes, 27% no) (random telephone survey). In the online survey, responses leaned in favour of yes, more programs are needed (65%), with 14% saying no and 22% uncertain.

Of the quarter (26%) of telephone survey respondents who said more programs are needed, the age groups indicated as most in need of additional programs/activities were adults ages 35-54 (25%), young adults ages 20-34 (23%), children ages 6-12 (22%), and adults ages 55-64 (20%). The online survey indicated the same top four population groups with the exception of the young adult cohort, which was replaced by teenagers ages 13-19 (Table 4-3).

In the telephone survey, the types of programs of most interest were wellness (37%), court sports (32%), individual fitness training (29%), gymnasium sports (29%) and group fitness classes (23%) (Figure 4-2). In the online survey, the types of programs with the most interest were group fitness (52%), wellness (50%), gymnasium sports (47%), court sports (42%) and one-day or weekend special events (41 %) (Figure 4-3). In both surveys, the top responses under 'other' included aquatics, outdoor activities using trails and lakes (e.g., hiking, cycling, ATVing, canoeing, kayaking etc.), as well as mentions for a splash pad and bicycle pump tracks.

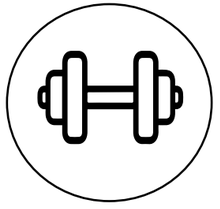
Results from Telephone Survey:



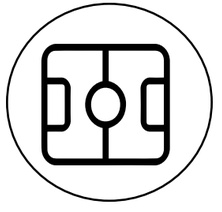
Wellness Programs: 37%



Court Sports: 32%



Individual Fitness Classes: 29%



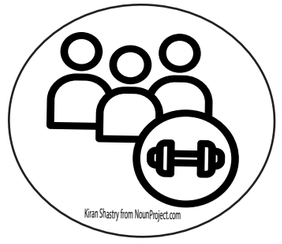
Gymnasium Sports: 29%



Group Fitness Classes: 23%

Figure 4-3: Top programs of interest from the telephone survey

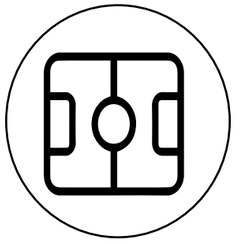
Results from Online Survey:



Group Fitness Classes: 52%



Wellness Programs: 50%



Gymnasium Sports: 47%



Court Sports: 42%



One-day or Weekend Special events: 41 %

Figure 4-4: Top programs of interest from the online survey

Table 4-3: Comparison of key findings from the random telephone and online resident surveys

Question*	Random Telephone Response**	Online Response**
Do you think additional programs/ activities are needed?	Yes: 26% No: 27% Unsure: 46%	Yes: 65% No: 14% Unsure: 22%
What types of programs are of interest?**	Wellness: 37% Court sports: 32% Individual fitness: 29% Gymnasium sports: 29% Group fitness: 23%	Group fitness: 52% Wellness: 50% Gymnasium sports: 47% Court sports: 42% One-day/weekend events: 41%
Which age groups are interested in participating?**	Adults (35 – 54): 25% Young adult (20 – 34): 23% School age (5 – 12): 22% Adult (55 – 64): 20%	Adults (35 – 54): 45% School age (5 – 12): 40% Adult (55 – 64): 26% High school (13 – 19): 20%

*The exact wording of the questions has been altered slightly in this table for brevity.

**Responses do not add to 100% due to rounding, and because respondents were able to select more than one answer.

In surveys and focus groups, the community provided many interesting program, activity and event ideas. Here are a few:

- E-sports
- Outdoor all-season recreation
- Self-directed recreation
- Historical and educational signage at parks
- Movies in the park
- Campfires in the park
- Boat parade of lights
- Year-round farmers market
- History walks in each village
- Environmental education events
- Family events at parks
- Community gardens
- Nature programs

South Frontenac Community Services (SFCS) operates the Grace Centre, and is the primary provider of seniors' programming in the Township, offering wellness, fitness and social programs. SFCS reported that its programs are at capacity, with additional demand for programs that cannot be met due to space constraints. Staff indicated that if space were available, they would be able to offer more programs to fill demand. SFCS is also partnering with the YMCA of Eastern Ontario to offer satellite programming. The YMCA is using a van with fitness equipment to travel to rural areas to offer seniors programs, with plans to come to the Grace Centre. There is interest in visiting other locations through the Township; however, community halls do not provide sufficient space to accommodate the program. All of the spots for these programs were filled, with people turned away due to lack of capacity (40 people before COVID, 10 people after).

Program and Event Providers Survey

Growth in Programs

The largest proportion of groups that responded to the user group survey (28% or 8 groups) are expecting over 25% growth in participation in their programs over the next five to ten years. The second highest proportion (24% or 5 groups) is expecting 0 – 5% growth. The top factors that anticipated change is attributed to are interest in their activity (91% or 19 groups), socially engaging/ fun (71% or 15 groups), overall population growth (67% or 14 groups) and easy to participate (67% or 14 groups).

Township Support

When asked how the Township can best support its organizations, the top responses were related to marketing and promotion (54% or 7 groups), insurance (46% or 6 groups) and 'other' (54% or 7 groups), where responses mentioned marketing/promotion, an indoor facility, addressing parking issues, organizing a club fair for residents to come and learn about all the activities in the Township and helping to connect students who wish to volunteer with organizations in the Township.

Program Seasons

The majority of groups provide programs and activities from May to September (68% or 15 groups). This decreases to 27% or 6 groups from December to February.

Current Demand

It appears that available programs and activities provided in the Township are in line with demand. In the user group survey, most groups indicated they provide fitness/wellness programs (41% or 7 groups), outdoor field sports (35% or 6 groups), outdoor court sports (29% or 5 groups) and social clubs (35% or 6 groups), which aligns with community interest from the resident surveys. There is an imbalance between supply and demand for outdoor, nature-based programs: residents displayed a strong interest in additional outdoor, nature-based programs/activities (in 'other' responses in the surveys and in focus group discussions), but only 6% (1 group) that responded to the user group survey currently provides this type of programming. It is also worth noting that the Township is relatively well supplied with learning programs (29% or 5 groups), and this was not an area that residents indicated needed more growth, suggesting that there is an adequate supply of this type of programming.

Population growth over the term of this plan is projected for 1,900 additional permanent residents, so it is reasonable to expect that demand for programs will increase. However, demand due to population growth is not the only reason to supply more recreation programs and opportunities. In providing more recreation programs, events and opportunities for self-directed activities, the Township can support and encourage more residents to be active and socially engaged.

4.3 Program/Event Areas for Development

Survey findings revealed relatively limited interest in additional programs/activities. The results of the resident telephone survey indicated that, for the most part, residents appear to be satisfied with the variety and availability of programs and activities in the community. Residents also travel to Kingston for recreation services that are not provided locally (e.g., fitness gyms, indoor aquatic programs, etc.).

At the same time, those who participated in the online resident survey were considerably more interested in additional program services than telephone respondents. This is likely a reflection of the tendency for residents who already use recreation services to self-select to complete an online survey, while the random telephone survey captures both users and non-users. Those who participated in these and other consultation activities expressed interest in new or expanded programs/activities in the following areas:

- Outdoor, all-season programs and events
- Wellness and fitness programs
- Nature-based programs
- Gymnasium sports
- Short duration programs and events
- Culture and heritage programs and events
- Court sports (discussed in the Facilities section)

Outdoor, All-Season Programs and Events

This category includes both structured programming and self-directed activities throughout the year for all ages. These types of activities fit well with the Township's natural environment assets and extensive trail system. Community consultation revealed the following areas of interest among Township residents and volunteer program providers:

- Water-based: beach/water safety for children, kayaking, canoeing, sailing, fishing
- Trail-based programming: hiking, cycling, interpretive/educational, heritage tours, walking and outdoor activities (older adults), cross-country skiing, snowshoeing; etc.
- Environmental stewardship and education: appropriate behaviours, invasive species, water quality protection, climate change and pollution education, etc.
- Outdoor ice: skating on lakes, or outdoor rinks and skating trails

While nothing prevents people from being active outside on their own, there may be opportunities for the Township to increase participation in both structured and unstructured outdoor activities. For example, taking indoor programming outdoors during the late spring, summer and early fall can both activate park spaces and benefit participants, particularly in areas not close to indoor program options. Activities like yoga, Pilates, group fitness, tai chi, social clubs, games for children, reading groups, educational workshops, short-duration programs, special events, etc. are amenable to outdoor provision in park settings. For example, the Library offers a program called Snowsuit Storytime, where a winter-themed book is read outdoors for children. As discussed further in the Parks

section, the Township can support these types of outdoor activities by:

- Providing shelter from heat and cold
- Providing outdoor venues for small or large groups
- Improving accessibility, seating, water, washrooms
- Identifying green open spaces that are suitable for programming and inspect and permit them

Resident interest in activities using natural assets such as lakes, trails, and forests (e.g., outdoor skating, cross-country skiing, sledding, snowshoeing, hiking, kayaking, stand-up paddle boarding, etc.) can be supported in several ways - alone or in combination - depending on the program/activity and available resources:

- Encouraging community volunteer groups to take responsibility for a program/activity (e.g., hiking club)
- Establishing agreements with existing providers (e.g., Sydenham Lake Canoe Club) to offer introductory programs on behalf of the Township
- Directly contracting instructors to teach needed skills/lead activities (e.g., kayaking, cross-country skiing, hiking)
- Developing an outdoor rink or inspected lake skating area

These opportunities to liaise with new providers and offer additional programs are further discussed in the Program Delivery section (see 4.4).

In addition to the above-listed bullets, the Township could develop a municipal equipment-borrowing library or rental service offering, for example, life jackets, canoes, kayaks, paddle boards, sleds, bikes (tandem, trikes, carriages, fat bikes), skates (if adding outdoor rink), cross country skis, etc. An example of such a program is the Municipality of South Dundas Lending Library.[1] After signing up for a membership, residents of South Dundas can access a wide array of sporting equipment for free, including paddleboards, kayaks, cross country skis, skates, snowshoes, badminton and tennis racquets and nets, soccer balls, bocce sets, golf clubs and more. In order to borrow equipment, individuals must be a resident of South Dundas, and if under 18, a parent or guardian must be present. Equipment can be reserved in advance, and once signed out can be kept for three days. The Lending Library was established with funding from a Trillium Grant.

South Frontenac has many natural assets that can help position the Township as an outdoor recreation destination for visitors as well as residents. Although liability concerns can restrict the number and type of activities allowed (especially in winter), there are many precedents for municipality-sanctioned outdoor activities (e.g., fire pits, natural water body skating, ice fishing, tobogganing, etc.). Working with the municipal legal team and its insurance provider, the Township can take steps to allow and promote activities such as tobogganing, skating on lake ice and renting green space for outdoor programming.

The Township can further support and encourage outdoor activities by providing attractive and interesting facilities and amenities such as a skatepark, pump track, floating playground, wakeboard course, obstacle course playgrounds, updated playgrounds, story walk boards and other innovative signage etc. These facilities and amenities are discussed further in the Parks section.

1 https://southdundas.com/recreation/lending-library/

PE1. Establish an equipment lending library

PE2. Work with legal team to determine requirements and next steps to safely allow new outdoor recreation activities

PE3. Where possible, develop new and move existing programs and events outdoors, in all seasons

Wellness and Fitness Programs

Adults in the Township have limited access to wellness and fitness programs. Currently, programs are provided by Bellrock Community Hall (e.g., yoga), the Grace Centre (for seniors only) and a few commercial providers (JoLyn Dance, Elements, Sydenham Academy of Martial Arts, Nomad Yogini and Yoga with Cathie).

Physical activity programs for children and youth include a number of camps (e.g., Township camps, Elbow Lake Environmental Education Centre, Sydenham Lake Canoe Club, commercial options etc.), swimming lessons, and activities from commercial providers (e.g., Kingston Hockey Development Centre, Canadian Blackbelt Centres, Sydenham Academy of Martial Arts, Dance Fitazzet, JoLyn Dance, etc.).

Recalling the previous discussion on program demand, adults and children represented the age groups most interested in participating in new programs, while the types of programs most selected included wellness and fitness in both resident surveys. Given the apparent interest in more wellness and fitness programs, the Township should develop more of these types of programs, particularly for adults as these types of programs are typically more appealing to that demographic, and children are served by other physical activity programs. This may include more yoga options, weight training, Pilates, dance, walking groups, meditation, etc. New programs can be piloted to test the response, and if successful, made more permanent. Attendance should continue to be monitored, and if demand exceeds what the providers can offer, the Township should consider directly contracting instructors for these classes. The Township should begin by engaging existing providers of these programs to determine if demand is as high as reported in the surveys, and if so, discuss possibilities for the providers to increase their programs or program capacity, either on their own or with assistance from the Township.

Comments received during consultations indicated that the location of programs is a challenge for participation. On the instructor side, it can be difficult to find instructors in each area, or instructors that are willing to travel to areas in need, and on the participation side, it can be hard to draw participants if the drive is longer than 20 or 30 minutes.

The Township could help address this in two ways: First, by further promoting program instruction positions, and offering training for specialized instruction (e.g., dance, fitness etc.) (see section 4.4 Program Delivery). Secondly, while the geographic location of indoor facilities may be far for some participants, gaps could be filled for part of the year by offering programs at parks in areas that lack appropriate indoor facilities (see PE3). It may not work for all types of programs (for example, not ballroom dance), but many other wellness and fitness programs can be held in grassy open spaces (e.g. zumba, tai chi, yoga, group fitness etc.).

PE4. Expand wellness and fitness programs for adults

Nature-based Programming

The lakes and forests of South Frontenac are two of its greatest assets, and this pride of place came through strongly in Council, staff and community consultations. Recreation in South Frontenac should focus on offering what other places cannot: a natural environment experience consisting of lakes, forests and other natural features. Time spent in nature has many proven positive outcomes for physical and emotional wellbeing, and the COVID-19 pandemic has resulted in an even greater appreciation for time spent outdoors in the natural environment: A cross-country survey by Parks People showed that 70% of people said their appreciation for parks and green spaces increased over the pandemic).[2] The pandemic is not over, so it is not yet possible to say if the increase in park and trail use will be permanent, but it is reasonable to expect that many people have developed new interests in being outdoors, and these interests will remain high. With the addition of increased awareness and concern about climate change, it is likely that interest in nature-based programs will continue to rise as people, particularly youth, seek to reconnect with nature and obtain a better understanding of nature and ecology.

There are a number of organizations that own or manage natural areas in South Frontenac with forests, lakes and trails, and most offer some form of programs and events. These are summarized in Table 4-4.

The Township assists with increasing awareness of these programs by including ads in the Recreation Guide (which groups noted has been helpful), and by posting information on the 'Explore the Outdoors' page on the Township website.

In addition to advertising, the Township could support participation in these programs by



helping recruit instructors for workshops (see discussion below on short duration programming for more details), and by providing, or helping to provide, transportation to sites. In focus groups with providers, transportation was mentioned as a barrier to accessing their sites (and therefore programs at their sites), due to the distance from settlement areas and the lack of a public transportation system.

Conversely, the Township should approach these organizations to assess their interest in bringing some of these environmental programs to municipal parks and beaches. Programs would ideally be geared to children only, adult only and all-ages in order to attract a range of interested groups. Offering these programs at Township parks will increase outdoor programming options for all ages, animate the parks, encourage visitors and help people connect to their local environment. Programming would also help raise awareness of these other sites and programs, and may pique people's interest in visiting them.

2 https://resources.parkpeople.ca/en/resource/19297/covid-19-and-parks-highlights-from-our-national-surveys

Table 4-4: Organizations that own or manage natural areas in the Township

Organization/site	Sites within South Frontenac	Programs and Events Offered
Nature Conservancy of Canada	Elbow Lake Environmental Education Centre, Milburn Creek Property	• Environmental programs and workshops • Eco-Adventure Day Camp
Frontenac Arch Biosphere	Most of South Frontenac is within the boundaries of the Biosphere	• Camps • Forest School • Weekend Programs • Lessons in a Backpack
Cataraqui Conservation Authority	Gould Lake Conservation Area, Gould Lake Outdoor Centre, Rideau Trail, Cataraqui Trail	• Camps in partnership with Limestone District School Board • Forest therapy • Adult education programs (at Little Cataraqui Creek CA) • Various events throughout year (at Little Cataraqui Creek CA)
Friends of Cataraqui Trail	Cataraqui Trail	Photo contest
Friends of Frontenac Park	Frontenac Provincial Park	• Various educational lectures • Wilderness workshops • Winter camping lessons and challenges
Wintergreen Studios	200 acres at 90 Wintergreen Lane	Retreats, workshops on various topics/skills
Frontenac County	K & P trail	None
Rideau Trail Association	Rideau Trail	None

PE5. Expand nature-based programs and events, in collaboration with relevant agencies and organizations

Gymnasium Sports

Gymnasium sports encompass a wide variety of activities including basketball, net court sports, archery, games (dodgeball, tag, etc.), martial arts, wrestling, yoga, fitness classes and more. Gymnasiums can also host events and social club programs. Considering the wide array of sport and activity interests and age groups that can be accommodated, it is not surprising that 'gymnasium sports' was also a most selected program/activity of interest in both resident surveys.

The Township should first identify community organizers/instructors who are able and willing to provide gymnasium sport programming (for all ages), and collaborate with the school board and Harrowsmith Free Methodist Church to increase use of those gymnasiums to host the programs and events. The arena could also accommodate some of these activities (as long as they are compatible with concrete flooring) during the ice-out season. Gymnasiums are discussed more in the Facilities section.

PE6. Develop gymnasium sport programs for adults and children

Short Duration Programs and Events

Short duration programming will allow the community to explore many different topics/activities that intrigue people (e.g., lake ecology, art, gardening, cooking and preserving, etc.), and will allow providers to serve a broader market. For some, this could be the first step to engaging in a program or activity that captures their interest.

Short duration programming is ideal for learning new skills and is appealing to many adults, as an ongoing time commitment is not required and the subject areas can be determined by community interests. Food-based programming would be a good candidate for short duration programming, as any resident can volunteer to teach a class on, for example, a family recipe, jarring and preserving or baking. There are a number of kitchens in the Township that could be used for this purpose (e.g., Glendower Hall).

The model for this type of programming has been established by the Dovercourt Recreation Association in Ottawa and is called the Westboro Brainery. The website describes this program model as follows:

> "Westboro Brainery offers affordable, enriching single-session classes in food, art and DIY. Taught by quasi-experts, passionate enthusiasts and seasoned pros, Westboro Brainery is community-driven and made possible by Dovercourt Recreation Centre.
>
> Classes are brief (usually no more than 3 hours at the most) and inexpensive (averaging $15-$60). Because the Brainery is a citizen-led affair, classes are largely determined by YOU, the public. You come to us with your idea, and provided it meets the basic criteria, you have yourself a class.
>
> **What types of classes are we looking for?**
>
> We're open to lots of things but FOOD, ART and DIY have become our mainstay, so we tend to focus on those. Have a look at our Past Classes page and you'll get an idea of the sorts of subject matter we go for. We tend to avoid subjects in the health and wellness and professional development categories (fitness, yoga, nutrition, resume building, computer skills, etc.) and reserve the right to refuse anything that is borderline sales-y.
>
> **Do you need to have teaching experience?**
>
> If you have little or no teaching experience, no biggie. We just ask that your first class be pro-bono and we'll give you access to a free class of your choosing by another instructor as compensation for your time. After that first class is under your belt, and provided the class is generally well-received,you will be compensated for all future classes you teach at a rate of $25 per hour. We also compensate you for any material supplies needed for the class.
>
> And it helps if you're comfortable in front of an audience and understand the importance having a class outline before you enter the classroom. :-)
>
> **Give us your suggestions!**
>
> So... do you have some interesting knowledge and/or skills to share? Then sign up to teach a class!
>
> Is there something you'd like to learn about? Let us know and we'll do our best to make to happen.[3]

This approach makes use of local knowledge and skills, and is an opportunity for exposure for local artists and artisans, if they choose to teach a class. Short-duration programs also function as a test, or 'try-it,' to gauge the level of interest in a given topic or program. If a short-duration program is successful and participants want to learn more, it could become a longer-term program.

PE7. Develop short duration programs for all ages

3 http://www.westborobrainery.ca/about/



A display of artifacts at the South Frontenac Museum

Arts and Culture Programs and Events

These programs and events encompass both arts (visual, performing, artisanal, etc.) and heritage (e.g., natural, built, social, ethnic, etc.). South Frontenac is fortunate to have extensive natural heritage (discussed previously under 'nature-based' programming) and settlement history, and several organizations that offer culture programming (see Table 4-5).

Local groups are interested in partnering with the Township, particularly the South Frontenac Museum Society and New Leaf Link (NeLL). These groups reported there is strong interest in their programs and that with some assistance they could likely increase the number and types of programs they offer. Township assistance for museum activities is connected to the provision of facilities and outdoor space, both of which are discussed further in the Facilities and Parks sections. For example, with an accessible outdoor classroom area and community gardens at the Museum site, the Museum and NeLL could expand their program types and bring them outdoors.

With historic landmarks like the Petworth and Bellrock Mills, the Township could approach the Museum Society to offer educational programs at these sites (once they have been made usable, as discussed in the Parks section).

PE8. Develop culture programs for all ages

Table 4-5: Arts and culture programs offered in South Frontenac

Organization	Programs/events
South Frontenac Museum Society	Curates the museum, offers summer programs, drop-in visits
Sydenham Library	Arts and crafts, genealogy
Storrington Community Hall Creative Art	Drop-in social and art sessions
Frontenac Women's Chorus	Women's choir
New Leaf Link	Art (visual, drama, music) and healthy living programs for adults with developmental disabilities
Sunbury Jams	Open Mic nights
Bedford Jams	Open Mic nights
Old Tyme Fiddlers	Open Mic nights
Frontenac Society of Model Engineers	Building models and socializing
Trinity Quilters	Quilting group
Soulful Singing	Singing group
Carolyn's Creative	Art and music lessons
JoLyn Dance	Dance classes
Dance Fitazzet	Dance classes
Private Music Lessons (guitar, ukulele, piano)	Music lessons

Programming Existing Assets

Discussion of recreation programming can be framed in a number of ways; for example, in the preceding discussion it has been framed in terms of program types. However, the need to make use of existing assets and resources – to encourage more residents and visitors to use parks and facilities – has also been apparent. Table 4-6 summarizes and reframes the previous discussion in terms of programming existing parks and facilities, which may be helpful for Township staff in implementing the Master Plan's recommendations. Other than skateparks and pump tracks, which are primarily facilities for children and teens, the facilities and parks noted in the table have the potential to serve all age groups.

Table 4-6: Programs and event options for parks and facilities in the Township

Facility/Park to Program	Possible Program/Event Ideas	Need/Interest Addressed	Proposed Organizers
Open green space	• Educational • Group fitness and wellness • Physical activities and games • Events • Culture and heritage	• Adult and children's programming • Outdoor programming • Wellness and fitness • Culture and heritage	• Private providers • Library • Non-profit and volunteer organizations
Beaches and lakes	• Swim/lifeguard instruction • Paddling (e.g. canoe, kayak, stand-up paddleboarding, etc.) • Wakeboarding (see Parks) • Environmental education, natural heritage • Events • Wellness and fitness	• Adult and children's programming • Outdoor programming • Environmental programming • Natural heritage • Wellness and fitness	• Township • Nature Conservancy of Canada (NCC), Cataraqui Conservation Authority, Lake Associations, Frontenac Arch Biosphere, Sydenham Canoe Club

Table 4-6: Programs and event options for parks and facilities in the Township (continued)

Facility/Park to Program	Possible Program/Event Ideas	Need/Interest Addressed	Proposed Organizers
Outdoor classroom/event area	• Educational • Culture and heritage • Short duration	• Adult and children's programming • Outdoor programming • Culture and heritage • Environmental programming	• Museum • Library • NCC, Cataraqui Conservation Authority, Lake Associations, Frontenac Arch Biosphere • Other community organizations (e.g., New Leaf Link - NeLL)
Community gardens	• Education • Culture and heritage • Food, gardening	• Adult and children's programming • Outdoor programming • Environmental programming • Culture and heritage	• Museum • Other community organizations (e.g., NeLL)
Trails	• Environmental education, natural heritage • Cycling and hiking clubs • Cross-country skiing, snowshoeing • ATVs and snowmobiles	• Adult and children's programming • Outdoor programming • Environmental programming • Wellness and fitness • Active transportation	• South Frontenac Rides • NCC, Cataraqui Conservation Authority, Lake Associations, Frontenac Arch Biosphere
Arena and outdoor rink	• Learn to skate • Ice sports (e.g. hockey, shinny, figure skating, ice stock etc.) • Open skate • Events	• Adult and children's programming	• Township • Leagues
Halls	• Events • Educational events • Arts and culture • Short duration programs • Food programs • Social programs • Light physical activity	• Adult and children's programming • Arts and culture • Wellness and fitness	• Private providers • Non-profit and volunteer organizations
Kitchens	• Short duration programs • Food programs • Social programs • Culture and heritage	• Adult and children's programming • Arts and culture	• Private providers • Non-profit and volunteer organizations

Table 4-6: Programs and event options for parks and facilities in the Township (continued)

Facility/Park to Program	Possible Program/Event Ideas	Need/Interest Addressed	Proposed Organizers
Courts	• Pickleball and tennis (club play, open play etc.) • Potentially tournaments	• Adult and children's programming • Outdoor programming • Fitness	• Leagues
Ball Diamonds	• Baseball, softball, t-ball, slo-pitch etc. (league play, practice) • Potentially tournaments	• Adult and children's programming • Outdoor programming • Fitness	• Leagues
Sport fields and open fields	• Soccer, lacrosse, football (league play, practice) • Potentially tournaments • Fitness and wellness programs	• Outdoor programming • Fitness and wellness	• Leagues
Pump track/ skatepark	• Self-directed and programmed skating, biking, scootering & roller skating • Tournaments	• Adult and children's programming • Outdoor programming • Fitness	• Clubs • Township

4.4 Program Delivery

South Frontenac's role in recreation programming is largely as an indirect service provider. By providing support to community-based organizations and collaborating with other agencies/groups, the municipality enables the delivery of recreation programs and services. Support from the Township takes different forms and includes infrastructure provision and maintenance, seed funding and assistance with accessing grants from outside sources, and administrative assistance with program development and operations. In addition to these supports, the Township should also:

- Organize regular communication with providers: Regular communication with providers (e.g., bi-yearly program planning sessions) ensures that the Township is aware of challenges and needs faced by groups (e.g., low enrollment, inadequate space, needed facility upgrades, etc.), and, likewise, groups can be kept up to date with Township plans related to parks and facilities and challenges for addressing certain needs. Regular meetings provide a venue for collaboration, problem solving, and for new partnerships and efficiencies to flourish.
- Expand marketing and promotion: Assistance with marketing and promotion was the most requested form of Township support in the user group survey. The need for more marketing and promotion was also evident in the online survey, with 21% of respondents saying they are not aware of available programs, and to a lesser extent in the telephone survey, with 5% of respondents indicating the same. Support can be provided in a variety of ways including social media posts, email blasts, posting on the Township website and in the program guide (digital and printed), improving circulation of the program guide, postings at parks and facilities, etc.

Community Partners

There are many organizations and businesses in South Frontenac that offer recreation programs, and are keen to collaborate with the Township. These groups participated in focus groups, the user group survey, and/or submitted e-mail contributions during consultations for this Plan. The Consultation Summary Report (under a separate cover) has a detailed list of groups that participated, and this list could be used as a starting point to invite participants to the regular program planning sessions. The following is a sample of the groups who should be approached for program planning:

- South Frontenac Museum Society
- Sydenham Library
- Kingston Hockey Development Centre
- JoLyn Dance
- New Leaf Link
- Harrowsmith & District Social & Athletic Club
- Lions Clubs
- South Frontenac Community Services Corporation

More groups are also listed in Tables 4-1 and 4-2.

As part of the regular joint program planning sessions, the Township should request data from program providers to inform future service decisions. Information collected and shared should include (but not be limited to): infrastructure/facility/park used, cost to execute, advertising methods, cost to participate, number of registrants and number of actual participants, interest in new programs and target population. The Township is in the process of setting up a recreation software management system (PerfectMind) that will enable some of this data collection (e.g., facilities used, scheduling, number of registrants, cost to participate for Township programs). It is unknown how much of the other information can be collected (e.g., cost to execute, advertising methods, interest in new programs), but the Township should try to collect as much of this information as possible through PerfectMind to make the most of this resource. Any additional information that is not able to be collected through PerfectMind should be collected by groups and shared with the Township. Interest in programs not provided is particularly important data to collect in order to track demand for new programs. This will allow data-driven decision making with regard to various forms of assistance from the Township.

A Program, Events & Education Coordinator position was created in March 2020 with the intention of further developing Township-run programs and events, and supporting other community-based programmers. However, the nature of the position changed immediately with the onset of the COVID-19 pandemic. Having this dedicated staff person allowed the Township to pivot relatively quickly to virtual and distanced programs and events in response to the pandemic including Halloween and Christmas House Decorating Contests using Facebook as the main platform (one of the contest postings had a reach of 40,000) and virtual swimming lessons (short instructional videos posted to social media).

The Program, Events & Education Coordinator should be responsible for organizing regular planning sessions with community providers, liaising with and conducting outreach to potential new providers and taking the lead in reviewing the data collected by groups to assess the need and rationale for various types of assistance from the Township, as well as the need (if any) to contract instructors directly.

Once data collection through PerfectMind has begun and community provider planning sessions have been established, certain gaps may become apparent: for example, high interest in activities for which there are no available instructors, demand for activities that are beyond what existing providers can supply or a need for more certified instructors. In this case the Township should seek to directly contract instructors to teach programs. It is acknowledged that teen applicants for recreation positions have been on the decline in recent years, a trend that has been (anecdotally) exacerbated by the pandemic. The Township may seek to incentivise applicants by offering free or reduced cost certification programs for swim and fitness instruction for example. Decisions around program development/provision should be based on evidence of demand for existing programs and clear indicators of interest in new programs that can be introduced as pilots and confirm actual demand.

PE9. Institute biannual programming planning sessions roundtables with community organizers

PE10. Request ongoing program, activity and event data tracking from community providers, for data not able to be collected through PerfectMind

PE11. Directly contract instructors for activities where certification is required, or there are no existing local providers, or not enough providers, who can fill the role

RECREATION, PARKS, AND LEISURE MASTER PLAN

5.0 FACILITIES NEEDS ASSESSMENT

SOUTH FRONTENAC



5.0 Facility Needs Assessment

5.1 Requirements for All Facilities

This section addresses scheduled facilities in the Township of South Frontenac, and makes recommendations for planning and providing these services.

Designating Indoor and Outdoor Activity Hubs

A rational approach to service provision is supported by designating key activity hubs throughout the Township as it will allow decisions on investment for different sports/activities/interests to be optimized at a limited number of locations, and future improvements/spending to align with specific use-related objectives.

Designating activity hubs at various locations throughout the Township by type of sport/activity:

- is a prerequisite to a coordinated approach to planning future additions or improvements to infrastructure at each hub (including proposed plans currently on hold pending the Master Plan's recommendations).
- will contribute to a whole-community approach to parks and recreation and promote internal travel by residents to access their choice of programs/activities/interests.
- can help reduce conflicts/competition among multiple users of the same facilities.

Elsewhere in this section, recommendations are made on hubs for specific activities (e.g., soccer, tennis, etc.). Once these hubs are confirmed, staff can make a recommendation to Council to adopt these designations.

F1. Confirm recommended outdoor and indoor activity hubs

Instituting a Comprehensive Service Tracking System

As discussed in the assessments on specific facilities elsewhere in this section, available information on use does not comprise a solid data base for facility planning. As a result, it is difficult to determine whether facility supply is in line with, exceeds, or falls short of demand. Decisions on asset management are also not supported by clear indicators of need on where to direct capital investment. Ongoing tracking, and resulting data, are also sometimes required for grant submissions.

The Township has invested in PerfectMind software, which will allow the Township to formalize and document all aspects of service provision to establish actual use of services, unmet demand for use, payment systems, revenue generation, participation levels, etc. and to track trends over time. These functions will be implemented in conjunction with decisions on facility allocation and user fees policy.

A fully operating management software system will be an essential tool for decision-making in determining need and priority for capital/operations investments based on documented evidence rather than pressure from community groups or anecdotal evidence of need, and tracking revenues associated with programs and facility rentals by groups and individuals. In addition to this central function, ideally it should also be structured to:

- ensure outstanding facility/space fees are paid prior to scheduling new times.
- distinguish between residents and non-residents to preclude misrepresenting place of residence, in instances where residents are to be given priority.
- track unmet demand for adult tournaments to provide estimates of potential income and the need to allocate time for these uses.

Interest was expressed in tracking drop-in visits/participation in non-registered programs/events. Remote-tracking technology (e.g., scanning a QR code) to collect this information was raised as a possible method. The Township's recreation management software might have an application of this type that could be activated for drop-in counts. It is noted, however, that the use of QR codes is interactive and requires the visitor/participant to produce it upon entry for scanning. In the absence of staff to ensure codes are scanned, there is no guarantee that people will remember to do it. Codes would also need to be issued in advance to potential visitors/participants, which would likely require a 'blanket' issue to the community as a whole in anticipation of possible attendance at a future drop-in program/event. This approach also assumes that everyone is familiar with the technology and comfortable using it.

Alternatively, 'people counters' are a simple way to track drop-in use, in the absence of staff or instructors to monitor attendance. These systems have been used extensively in retail settings. There is a range of options available, from very basic portable units to highly sophisticated digital systems. For the purposes of monitoring attendance at drop-in programs or events, units that simply count visitors upon entry would likely be sufficient.[1] Moreover, basic counters do not present some of the personal privacy issues that more sophisticated systems generate. The Township should research available options and, upon selecting one that meets data collection requirements, set up a device trial before purchasing multiple units.

1 Links to two suppliers located in Canada (at time of writing): https://www.capillarytech.com; https://www.aartech.ca/people-counters. Note: There are also systems that are specifically designed to monitor counts on use of outdoor spaces/facilities such as trails.

F2. Activate use of recreation management software system to encompass the functions needed to fully monitor service use, outstanding demand, and associated revenues

F3. Investigate options for people counters to track participants/ attendees at drop-in programs/ sessions and set up a trial period to test acceptable devices, in advance of purchasing multiple units

Developing a User Fees Policy

Over the years, as the Township assumed ownership of facilities/spaces that were previously owned and operated by settlement area-based volunteer groups, it has become responsible for most of the associated costs with insufficient resources to offset these. In some cases, user groups continue to handle facility repairs and maintenance. At the same time, variations in the split of responsibility for work between the Township and volunteers can lead to inconsistencies in the level of service provision. In addition, some users are currently paying for use of Township facilities and some are not. This also contributes to an inequitable community-wide system.

Revenue from facility use fees in 2019 totaled $18,488, in contrast to operating costs that were $292,850. In terms of cost recovery, the revenue from fees represented 6.3% of operating costs. This situation, along with the need to update aging infrastructure and add new services, has resulted in increasing tax-based subsidies in efforts to maintain consistent service levels.

The consultation program indicated that, on balance, user fees are more favoured than tax increases to pay for recreation services. Among 371 respondents to the telephone survey, 24% indicated they would pay more to use parks and recreation services and 15% noted willingness to accept an increase in property taxes. Comparative responses among 377 participants in the online resident were 48% would pay more user fees, and 33% would pay more taxes.

Among the 20 volunteer program/user groups responding, the largest proportion (60% or 12 groups) agreed with assisting with fundraising. Almost half (45% or 9 groups) disagreed with paying or paying more for facility use, and there was no firm collective opinion on contributing to capital costs. Groups responding to the service and small organization survey commented on the limited ability of not-for-profits to pay for facility access.

Comments from focus group participants included the need to recognize that all services cost money to provide, and an approach to recovering a reasonable amount of costs from all users is essential to equitable cost distribution and to sustaining services over the long-term.

The Township's November 2021 tax survey provides additional insight into residents' views on spending in areas related to parks and recreation services. Respondents were asked, "When thinking about the services provided, would you increase, maintain or decrease service levels currently provided by the Township in the following areas?" As shown in Figure 5-1, maintaining service levels in each area was the most frequent response, with generally more interest in increases in parks and outdoor amenities.

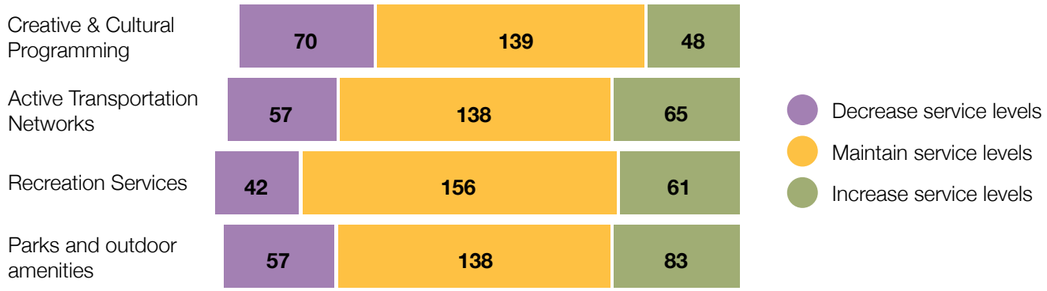


Figure 5-1: Resident Opinion on Levels of Service from the Township in Four Different Service Areas.*

*South Frontenac Resident Tax Survey, 2021

These findings suggest the need to rely to a greater extent on user fees to deliver parks and recreation services, particularly if future development/expansion is to occur.

A deliberately developed, consistent approach to user fees for recreation services does not exist and is required to sustain and improve programs and facilities while controlling the burden on municipal property taxes over the long term. A user fee policy sets the framework for a carefully considered, realistic approach to charging fees in exchange for using Township facilities. Annual fees for use can then be consistently set within the principles, goals and objectives of the policy.

GreenPlay © Methodology for User Fees Determination

GreenPlay[2] uses a 'pyramid methodology for resource allocation/cost recovery.' This approach is illustrated in Figure 5-2 and depicts a direct relationship between the extent of community benefit derived from recreation services and the level of subsidization. This approach allows the municipality the flexibility to provide a wide range of services, while ensuring limited involvement in those that primarily benefit individuals.

2 https://greenplayllc.com

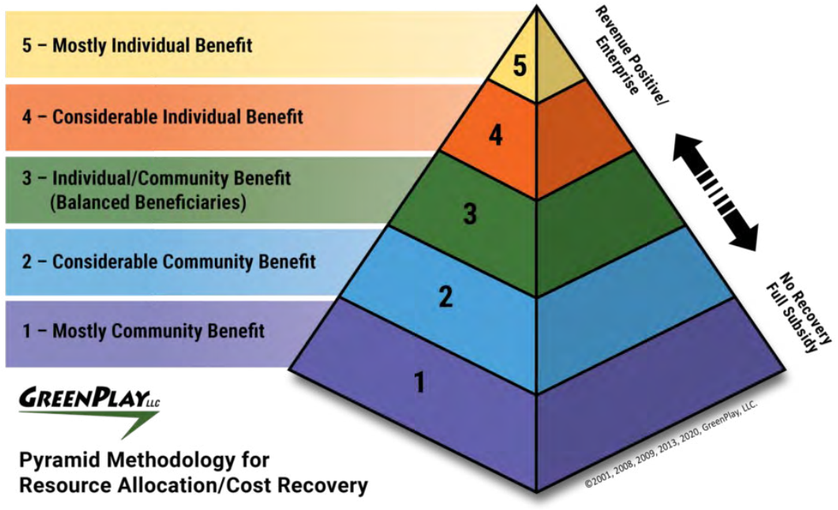


Figure 5-2: Pyramid Methodology for Resource Allocation/Cost Recovery*

*(Source: https://greenplayllc.com/resource-allocation/)

Figure 5-3 relates the GreenPlay model to the above-described mandate of the Township of South Frontenac in recreation service delivery. As noted, those at the base of the pyramid are most strongly aligned with the municipal mandate to provide general, introductory recreation programs/activities that can benefit many residents, and this alignment grows progressively weaker with each successive tier.

GreenPlay Model			Municipal Mandate
↑	Profit centre	HIGHLY INDIVIDUAL BENEFIT	Weakly Aligned ↓ Strongly Aligned
		MOSTLY INDIVIDUAL BENEFIT	
	No subsidy - full cost recovery	INDIVIDUAL/COMMUNITY BENEFIT	
		MOSTLY COMMUNITY BENEFIT	
	Full-subsidy = no cost	HIGH COMMUNITY BENEFIT	

Figure 5-3: GreenPlay Model Related to Municipal Mandate

The GreenPlay pyramid identifies services in Tier 5 as 'profit centres.' From the Township's perspective, Tier 5 services could be viewed as those best provided by the private sector, against which the municipality does not want to compete. Municipal provision of these types of services, therefore, would likely only occur in the presence of verified demand and the absence of a commercial/business provider. At the same time, all services in the upper tiers are priced at progressively higher levels beyond cost recovery, in recognition of their limited community benefit and the need to subsidize those in the lower tiers.

In the City of Redmond study information shown opposite, direct costs were considered in applying the GreenPlay model to allocate services against cost recovery. None of the services - regardless of the tier in which they fell - were recovering costs prior to this work. At the same time, the outcome of the process retained a high level of subsidization for Tier 1 services - the services that most strongly align with the municipal mandate that equates to that of South Frontenac. The overall target of 46% recovery of direct costs assumes a minimum recovery of 100% in Tiers 2 through 5, meaning a recovery range of 100% (Tier 2) to 160% (Tier 5) is necessary to subsidize Tier 1 services.

The Redmond Parks and Recreation Department Cost Recovery Pyramid Model

Using direct costs only, Current and Target Cost Recovery is shown by Tier in the table below. The Target Cost Recovery of 46% equates to a minimum of 100% cost recovery for Tiers 2 through 5. It is anticipated that a plan will be formulated to reach this target through a combination of cost savings, new revenue streams and fee adjustments over the next eight years.

Categories of Service	Current Cost Recovery %	Target Cost Recovery %
Tier 5	69%	160%
Tier 4	81%	130%
Tier 3	86%	110%
Tier 2	57%	100%
Tier 1	0.3%	0.4%
Total All Tiers	**30%**	**46%**

Placement of Categories on Tier levels is shown in the table above. The percentage of Total Direct Expenses is the percentage of the Department's total budget, using direct costs only, that represents the services assigned to each other. [1]

1 Source: GreenPlay LLC. December 2017. City of Richmond Washington. Cost of Service and Cost Recovery Methodology Report.

Municipalities in Ontario have adopted this methodology, or some variation of it, in developing policy around user fees. The Town of Halton Hills used the GreenPlay model in developing its Parks Rates and Fees Strategy. The City of Windsor's policy identifies three vs. five levels of services based on a continuum of full/high to low/no subsidization. Although the Township of South Frontenac's 'menu' of parks and recreation services is not nearly as extensive as these larger communities, and may require a simpler framework, the philosophy is generally applicable: user fee pricing is directly related to the link between the service being provided and the municipality's mandate in recreation. Moreover, it provides a rational way to set cost recovery objectives and distribute fees equitably in relation to the relative benefits accruing to the community or individual user.

A user fees policy for South Frontenac should be developed in consultation with the community to collectively determine its goals, underlying principles and objectives, and their application to the operating components of the policy (e.g., types of costs to be recovered, proportions of costs to be recovered, types of services to be assigned to selected categories/ tiers, and associated shares of recovery, etc.). By rationalizing fees in relation to community vs. individual benefits, a user fee policy can also help ensure that affordability is ensured through appropriate levels of subsidization.

Hiring a specialist on user fees policy development is recommended to facilitate this complex, politically sensitive process. As noted in the City of Redmond recovery model above, reaching the desired end involved formulating a plan combining, "costs savings, revenues streams, and fee adjustments over the next eight years." While the timeframe for implementation may not be as long in South Frontenac, it will take some time to implement policy once it is finalized. For that reason, the policy development process should start immediately. An estimated cost for a full-service contract is $50,000 to $55,000 based on GreenPlay's phased costing as shown in Appendix A.

F4. Engage services of a specialist to develop a user fees policy in consultation with the community

Optimizing the Use of Municipal Facilities

Optimizing the use of municipal facilities justifies improving programming of these assets and increases the potential for revenue generation. This will be part of the ongoing service development function and matching program/activity needs to available spaces.

As discussed in the assessments below, existing facilities have unused capacity and, if appropriate uses cannot be located in spaces that are essentially empty, municipal divestment is a reasonable option. Although accommodating programs in existing facilities may require some adjustments to match use(s) to spaces that were not designed for current activity interests, unused or underused facilities are simply a drain on municipal resources. At the same time, any future facility developments, redevelopments or enhancements can and should anticipate the needs of all intended/potential users prior to issuing RFPs for design and construction estimates. In South Frontenac, there are numerous organizations that are now, or potentially could be, program providers using municipal facilities.

The types of access provided and the terms of use will depend on the user/use and the nature of use, which should be clarified and documented in agreements between the Township and the user (e.g., lease, per use-based rentals, tournament, ongoing introductory program, percentage of fees collected, no charge, etc.) that are in line with user fees and facility allocation policies.

F5. In conjunction with program development functions, the Township should make every reasonable effort to optimize the use of existing facilities and anticipate program/activity needs in any future facility developments, redevelopments, or enhancements

Implementing Additional Revenue Generating Practices

There is a variety of ways to generate revenues for parks and recreation services that supplement user fees, some of which are outlined below. The details of each approach depends on the objectives in using it, in conjunction with other methods, for funding these services. Formal policies and procedures for each strategy adopted should be developed for clear and consistent implementation.

Commemorative Tree and Bench Program

These types of policies are designed to encourage citizens to commemorate people or events through donations that 'purchase' parks-based amenities, some of which are eligible for charitable tax receipts. A sample of municipal programs reveals some that encompass a potentially broader scope for community support, while others are more specific.

The City of Greater Sudbury's Parks Services Donation and Memorial Program allows the public to "make donations to commemorate a special person, a momentous occasion or simply donate as a philanthropic gesture to beautify a community park. Donations towards the purchase of park enhancements or memorial gifts can include park benches, trees (hardwood and conifers), bike racks, picnic tables, sun shelters, sports equipment (basketball standards, tennis nets, soccer goals, etc.), playground structures, other options to be discussed with Parks Services."[3] The policy also notes that donations for parks amenities are guided by site-specific plans.

3 https://agendasonline.greatersudbury.ca/?pg=feed&action=file&attachment=5992.pdf

Strathcona County's (Alberta) Parkland Memorial Program notes:

"The Parkland Memorial Program provides individuals, groups and organizations with the opportunity to beautify Parkland in Strathcona County by planting trees or installing Parkland Amenities in remembrance, observance or acknowledgment of an appropriate event, occasion or individual. Approval of applications will be based on aesthetic considerations, improvements to the level of service to our Parkland users and with the intention of facilitating planned development in our Parkland. "Amenity" means any bench, table, park furnishing or other structure or development that increases the physical or material comfort of the park. It may include a memorial plaque."[4]

Donation Programs

A general donation program could be considered to support recreation services, although it would likely need to include other areas to which residents could donate. The City of Toronto includes an opportunity to donate to specific service areas in its tax mailouts.

This Voluntary Contribution program notes, "You can make a voluntary contribution (donation) to support a variety of City programs and services that matter to you. You can make a donation in any amount from $1 up to $50,000 [which include]: children; youth and parenting; history, art and culture; parks, gardens and beaches."[5]

These are only four of 12 categories listed on the insert, including general revenues. Potential categories for the Township of South Frontenac could include recreation services in general or be refined to allow contributions to be directed to specific facility improvement projects or program areas.

Naming Rights

Financial support can be recognized by naming a park or facility after the donor. In recent years, the practice of naming places after individuals has come under fire as public pressure emerges to rename institutions, streets, and other public spaces when the namesake's worthiness is called into question - whether this is an individual or a business/ commercial enterprise. A possible way to preclude this eventuality is to provide a highly visible plaque in the park or facility that acknowledges the individual or business that contributed to its development, while choosing a formal name that is relevant to/reflects the community as a whole.

Approaches in the same area as naming rights include sponsorships and selling advertising space at municipal facilities.

Last Minute Ice Program

Last Minute Ice rentals can help generate revenue to offset arena operating costs. These are parameters from the City of Owen Sound[6] regarding this practice for an arena:

- Last minute ice is considered within 24 hours of the time of booking
- Will not apply to statutory holidays unless the facility is scheduled to be open
- Is not and cannot be used to replace regular bookings
- Regular bookings cannot be cancelled to book Last Minute Ice. All requirements of the City's Ice Allocation Policy will apply (e.g., conditions of use, insurance)
- A rental contract provided by the City must be signed and proof of insurance must be provided prior to use
- Bookings are final and are non-refundable
- Bookings are for minimum of one hour
- One hour rental is equivalent to 50 minutes of ice time and 10 minutes for ice resurfacing
- City reserves the right to limit last minute ice bookings where it is considered to be used for profit or gain or is being abused to replace or in the place of a regular ice booking
- Is booked on a first come, first serve basis
- City reserves the right to cancel or amend the implementation of last-minute ice at any time at its discretion

As joint owners/operators of the arena with Central Frontenac, this type of policy would need to be developed by the Board of Directors for the Frontenac Community Arena.

F6. Develop policies/procedures for generating additional sources of revenue that fit within the overall policy framework for parks and recreation services

4 https://www.strathcona.ca/community-families/community-programs/parkland-memorial-program/

5 https://www.toronto.ca/services-payments/property-taxes-utilities/property-tax/voluntary-contribution-option/

6 Source (at time of writing): https://www.owensound.ca/en/exploring/ice-rental.aspx

5.2 Outdoor Scheduled Facilities

Collective Requirements

This section addresses topics and issues related to outdoor scheduled facilities in South Frontenac and makes recommendations that are tied to the comprehensive planning activities discussed elsewhere in this section. Needs assessments for individual facilities, including ball diamonds, rectangular playing fields, tennis courts, pickleball courts, stocksport lanes and horseshoe pits follows.

Pilot Reallocating Field and Court Use According to Hub Designations

Upon formalizing and adopting outdoor activity hubs by type of sport/activity, the use of ball diamonds, rectangular playing fields, tennis courts and pickleball courts can be reallocated in a pilot project to test the efficacy of the designations. Recommended reallocations are discussed elsewhere.

The primary purpose of reallocating field and court activity is to improve overall use by better aligning facility types with appropriate age groups of users or types of use (e.g., league, drop-in, etc.). A pilot project of two years should allow enough time for reallocated use to adapt to new arrangements, and to identify needed adjustments to scheduling, etc. Township staff should consult with diamond, playing field and court users in rescheduling use in sufficient time to implement the first year of the pilot.

As noted in the following sections, actual use levels need to be confirmed through expanded tracking and monitoring. Formally documenting facility scheduling by type and hours of use is one of the functions of the recreation management software system to be implemented in conjunction with the reallocations.

F7. Consult with ball diamond, rectangular playing field, tennis and pickleball court users to initiate a two-year pilot facility reallocation program, to be supported by documenting scheduling details with recreation management software

Confirming Use of Outdoor Scheduled Facilities

Use of scheduled facilities includes both allocated (booked) and casual, drop-in use.

In addition to allocating and formally documenting scheduling details, confirming actual use of facilities is required. To this end, the Township should conduct random, rotating visits to Township fields, diamonds, courts and stocksport lanes scheduled for regular, exclusive use by groups to a) check on and record actual use/non-use of facilities during scheduled times, and b) verify that times are being used as intended.

Upon verification of actual use in relation to facility capacities by type of use/user, it will be possible for the Township to:

- identify potential to decommission/ repurpose facilities that are unused and so represent an oversupply.
- identify possibilities to access non-municipal facilities and preclude unnecessary investment in Township facilities.
- identify opportunities for increased evenue generation (e.g., hosting tournaments) on appropriate diamonds or fields.

Since peak season for outdoor facility use is summer, a student hire could be assigned this task.

F8. Conduct ongoing random, rotating visits to outdoor scheduled facilities to document actual use in relation to allocations by type of use and user

Instituting a Comprehensive Facility Allocation Policy

After the reallocation pilot and adoption of a formal user fees policy, the Township will be able to develop a comprehensive facility allocation policy for outdoor scheduled facilities, including ball diamonds, rectangular playing fields, tennis courts, pickleball courts and stocksport lanes. The policy should also incorporate the following needs:

- ensuring that new organized community-based use/users of playing fields are provided with facility time to support emerging programs/activities.
- allocating time for tournament activity to contribute to optimal revenue generation.

F9. Upon completion of the reallocation pilot and user fees policy adoption, develop and adopt a comprehensive facility allocation policy

Planning Facility Provision and Operations

Data collected through the management software, upon completion and operation of reallocations, can be used to verify the number and types of diamonds/fields/courts needed to meet actual demand at a) current population, which can be projected for b) future population for planning purposes. An oversupply of diamonds fields/courts at current population means future needs (partially or fully) can possibly be met with existing facilities through more intensive scheduling, repurposing municipal facilities or access to those of other providers. When these options are not available, need for new municipal facilities may be the necessary response.

With more detailed data on scheduling in relation to actual use of, for example, playing fields, the management software system will verify this finding and allow the Township to confirm a field supply level that meets current demand, use it to project future requirements and establish if demand can be met with available facilities or if new ones will be needed.

Ongoing facility use monitoring will also identify local trends in participation by activity, which can be used to adjust future facility requirements accordingly. For example, a sport or activity that shows high growth in participation today may level off or decline in future years and initially projected facility needs might require reduction.

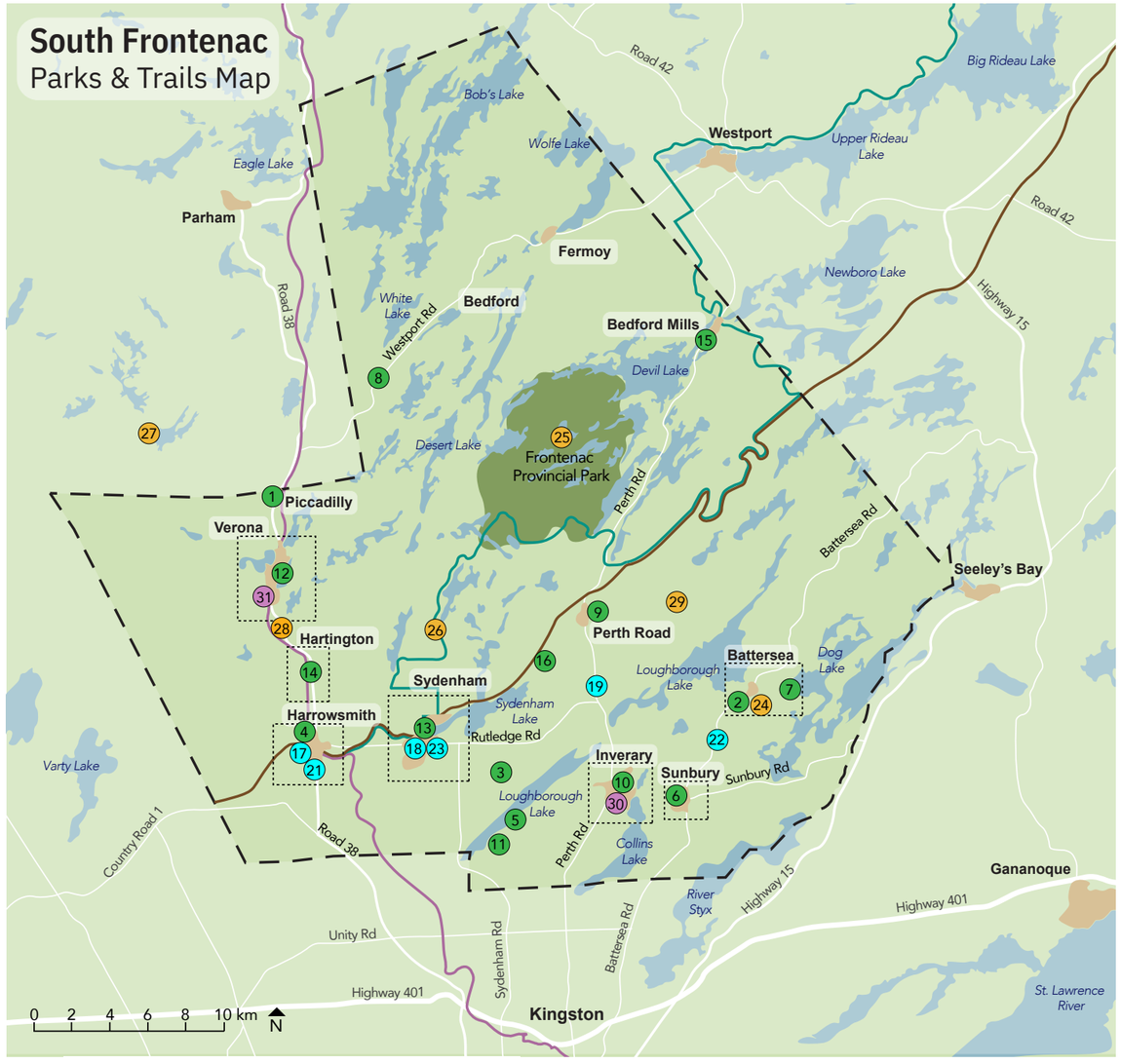
Diamonds/fields/courts that are not needed now or in the future could be considered for repurposing for other types of community spaces that are needed or, if not, for decommissioning to reduce the costs of ongoing maintenance, etc. for unused infrastructure.

Having the necessary data to relate facility needs to actual use is essential to optimizing spending on asset management, new facility development and for projecting operating costs and revenues.

F10. Use management software to collect and tabulate data in a manner that contributes to facility planning and operations that is in line with identifying evidence-based demand

Figure 5-4 provides a map of the outdoor facilities in South Frontenac. The assessment follows and is organized by facility type:

- Ball diamonds
- Rectangular playing fields
- Net sport courts (tennis, pickleball)
- Stocksport
- Horseshoe pits



Municipal Parks

1 Frontenac Community Arena
2 Battersea Baseball Diamond
3 Dave Bowes Memorial Ball Park
4 Centennial Park
5 Davidson Beach
6 Gerald Ball Memorial Park
7 Gilmour Point Beach
8 Glendower Park
9 Harris Park/Hall
10 Inverary Ball Park
11 Latimer Community Park
12 McMullen Park Beach
13 Point Municipal Park
14 Princess Anne Community Center
15 Tett Park
16 Wilmer Ball Park

Schools Board Parks

17 Harrowsmith P.S.
18 Loughorough P.S.
19 Perth Road P.S.
20 Prince Charles P.S.
21 St. Patrick's C.S.
22 Storrington P.S.
23 Sydenham H.S.

Trails

K&P Trail
Cataraqui Trail
Rideau Trail

Conservation Areas

24 Milburn Creek Property
25 Frontenac Provincial Park
26 Gould Lake
27 Depot Lakes Conservation Area
28 Portland Conservation Area
29 Elbow Lake Environmental Education Centre

Privately Owned

30 Ken Garrett Memorial Park
31 Lions Club Mini Park

Washroom
Playground
Ice Rink/Arena
Beach
Multi-Sports Court
Basketball
Canteen/Kitchen
Tennis/Pickleball
Dog Park
Horseshoes
Pavillion
Volleyball
Running Track
Baseball
Soccer

Settlement Area
Settlement Map
Provincial Park
Lakes/Rivers
Roads
Municipal Boundaries

Figure 5-4: Outdoor Facilities in South Frontenac

Ball Diamonds

Supply and Reported Demand

Supply

• Township has ten ball diamonds, eight of which are lit
• There are five non-municipal parks with diamonds:
  • Ken Garrett Memorial Park, Inverary, has 2 large lit diamonds and one small unlit diamond, which are owned by the Inverary Youth Activities
  • Lions Club Mini-park, Verona, has 1 medium lit diamond
  • Storrington Public School, Battersea, has 1 small unlit diamond
• South Frontenac is noticeably better supplied with ball diamonds, and particularly lit fields, than is typically the case for similar-sized rural municipalities. Generally speaking, most fields are unlit, with lit fields comprising a small proportion of total supply

Reported Demand
Resident telephone survey: • Among the 20% of respondents (79) reporting need for additional recreation programs/activities in South Frontenac, field sports ranked 6th Resident online survey: • Softball and baseball were the second and fifth most frequently organized programs in which respondents participated, reported by 24% (76) and 19% (59) households, respectively • Field sports (e.g., soccer, lacrosse, ball) ranked 13th among reported new/expanded activities of interest User group survey and focus group: • One ball organization, Frontenac Minor Ball Association, responded to the user group survey and uses diamonds in Sydenham, Perth Road, Harrowsmith, Bellrock, Inverary, Battersea, and Verona • Other groups, including the Harrowsmith Social and Athletic Club use municipal diamonds in Sydenham, Verona, and Battersea • There was no reported need for more diamonds • Pre-COVID, there were about 1,200 young players participating in South Frontenac Minor Softball Association; 350 were reported for 2019, with 270 in Sydenham alone • The association serves age groups up to 19 years old and is struggling to accommodate all the young players who want to participate; anticipates between 10% and 15% increase in future participation • The association is interested in improvements/updates to smaller fields (especially in Battersea and Harrowsmith) to accommodate younger players, which make up much of their membership

Table 5-1: Ball Diamonds- Supply and Reported Demand

Needs Assessment

Appendix B contains details on the use levels and conditions of municipal diamonds, and the method used to calculate prime time on municipal diamonds based on information provided by the Township.

This information shows that eight diamonds are used considerably below 50% capacity during prime time, and two are not used for organized play. Underutilization suggests that, considering the number of fields alone, supply could be reduced by half, and that current levels of participation in organized ball in the Township would be well served by five municipal diamonds. At the same time, there is a need to rationalize and verify use of diamonds across the Township before considering reductions in supply.

The reported inability to accommodate children and youth wanting to participate is not related to overall capacity. Field use by 19 child/youth teams and 11 adult teams is captured in the tabled calculations in the Appendix and, as noted above, is well below capacity on all fields. While play at the two smaller unlit diamonds at Sydenham Point and Centennial Park is limited to daylight hours, the eight lit fields provide time for early evening use by younger players and later use by older youth and adults.

The combination of underutilized diamonds and reported inability to accommodate younger players with available facilities indicates a desire on behalf of the Minor Softball Association for facilities to accommodate each local team or teams within their own settlement area. This is supported by the Association's reported home base as Battersea, Inverary, Sydenham, Harrowsmith, Perth Road and Verona. While a comparable level of service in each settlement area would be the ideal, it is not reasonably sustainable. As discussed previously, the municipality's mandate in recreation is now, and will continue to be, more diverse than historically within tighter budgets along with expectations for efficiently delivered high quality services. This translates into requirements to align facility supply with verified demand, especially when it is not feasible to meet all expectations across all interests in the community, and greater balance in service provision is required.

Based on these findings, Table 5-2 outlines recommendations for ball diamond use reallocation to be tested in the pilot discussed elsewhere in this section, while 1) optimizing use of existing park amenities to support league activities, and 2) maintaining geographic distribution of facilities, to the extent possible, to serve individual settlement areas. Reallocation recommendations are limited to Township facilities. Minor Ball currently uses the diamond in the Lion's Club Park, and it is assumed this use will continue. Use of the diamonds at Ken Garrett Memorial Park is managed by Inverary Youth Activities. Non-municipal fields are considered, however, in their contributions to overall supply.

Table 5-2: Recommended Ball Diamond Designations

Park/diamond Name & Location	Supply	Recommended Designations	Pilot Use Allocation by Park	
			Adults	Child/Youth
Battersea Baseball Diamond	1 lit	• designate for child/youth play • consult with Minor Ball to identify required improvements • move adult play to designated fields	0	1 lit
Dave Bowes Memorial Ball Park, Sydenham[7]	2 lit	• designate both diamonds for adult play • move child/youth play to designated fields	2 (lit)	
Sydenham Point Memorial Park, Sydenham	2 (1 lit)	• designate lit diamond for adult play • designate unlit diamond for child/youth play • if needed to accommodate use: replace grass infield with playable surface, consult with Minor Ball to identify other required improvements to unlit field	1 lit	1
Centennial Park, Harrowsmith	2 (1 lit)	• designate both diamonds for child/youth play • if needed to accommodate use, consult with Minor Ball to identify required improvements to back, unlit diamond	0	2 (1 lit)
Inverary Ball Park	1 lit	• designate for adult play	1 lit	0
Wilmer Ball Park, Wilmer	1 lit	• designate for child/youth play	0	1 lit
Glendower Park, Godfrey	1 lit	• designate for child/youth play and, if needed to accommodate use, prior to undertaking required improvements consider potential to access Lion's Club Mini Park	0	1 lit
Sub-total	**10 (8 lit)**		**4 lit**	**6 (4 lit)**
Lion's Club Mini Park, Verona	1 lit	• used for child/youth play • possible need to access for child/youth play		
Ken Garrett Memorial Park, Inverary	2 lit 1 unlit	• possible need to access lit diamonds for older youth and adult play • possible need to access unlit diamond for child/youth play		
Sub-total	**4 (3 lit)**			

7 2021 budget included $75,000 to create accessible washrooms using existing structure envelope; entrances, configuration changes; the design for which was completed in 2020

Collectively, the recommended designations provide 4 lit fields for adult use and 6 (4 lit) fields for child/youth activities. Reallocations of use by age group will require some travel by both adult and child/youth teams to diamonds outside their settlement areas. The pilot for reallocation (see F7) should be used to:

- Confirm the extent of use-based demand of the diamonds by age group
- Make any required adjustments to the recommended reallocations to align use/users with appropriate facilities.
- Consult with Minor Ball Association to identify required improvements to those diamonds ultimately designated for younger age group
- Consider options to meeting use-related demand through access to facilities belonging to other providers

The points above regarding improvements to Township diamonds and access to other providers' facilities are linked. Several child/youth fields are not in optimal condition for league play (Wilmer, Centennial unlit, Sydenham unlit) and Glendower Park diamond is not used. If needed to accommodate use after allocations to 'good' diamonds, consult with minor ball groups to identify required improvements by location priority (i.e., one diamond at a time) to enhance hub designations.

Depending on estimated costs to improve Township diamonds that require upgrades, there may be merit in looking to fields owned by the Lion's Club and Inverary Youth Activities as a more cost-effective way to provide needed facilities. Whether this involves agreements with these groups for guaranteed community access in exchange for Township support or a transfer of ownership to the municipality, it may be more beneficial to 'replace' municipal diamonds with non-municipal facilities if they are relatively more suitable, serve age-related needs and/or are better quality.

Regardless of the shifts in use across facilities, current overall levels of use based on available information indicate there is an oversupply of diamonds. As discussed above (F10), evidence-based demand for ball diamonds will become apparent once reallocations are settled and actual use is monitored/documented over several seasons. Once use is verified, therefore, the Township can determine a population-based ratio for provision that equates actual use to number of fields, with the objective of achieving capacity use on each diamond. By allocating age-related use to appropriately designed fields, it will be possible to determine a provision ratio for each of the two age groups.

These population-based ratios of supply can be used to estimate future diamond requirements to accommodate population growth and age structure for planning purposes. How this future demand is met in implementation could involve a combination of intensifying use of designated facilities, improvements to existing fields (some of which may not be needed in the short-term), and access to those of other providers. Given the apparent oversupply of diamonds now, it is not anticipated that new ball diamonds will be required during the term of the Plan. Moreover, the Township should consider decommissioning or repurposing fields that are not required beyond the Master Plan's timeframe to serve its build-out population.

F11. Designate appropriately designed diamonds for either adult or child/youth league activity:

- Adult: Dave Bowes Memorial Ball Park; Inverary Ball Park; Sydenham Point Memorial Park (lit diamond) = total 4 lit diamonds
- Child/youth: Wilmer Ball Park; Centennial Park; Battersea Ball Diamond; Sydenham Point Memorial Park (unlit diamond), Glendower Park = total 6 diamonds, 4 of which are lit

F12. Consult with Minor Ball Association to identify and prioritize required ball diamond improvements

F13. Depending on the number of additional fields required for child/youth league activity and costs associated with needed improvements to municipal fields, consider 1) assuming ownership of or 2) entering agreements with Lion's Club for access to Mini Park and/or Inverary Youth Activities to access diamonds at Ken Garrett Memorial Park, in view of improvements required at these locations and cost differences between the alternatives

F14. The need for new diamonds during the term of the Plan is not anticipated, pending confirmation of evidence-based demand, and potential access to non-municipal fields. The possibility of decommissioning or repurposing surplus fields should be considered over the long-term

Rectangular Playing Fields

Supply and Reported Demand

Table 5-3: Rectangular Playing Fields- Supply and Reported Demand

Supply

- Township has ten soccer fields, one of which is lit
- There are six fields at elementary schools throughout the Township

Reported Demand

Resident telephone survey:

- Among the 20% of respondents (79) reporting need for additional recreation programs/activities in South Frontenac, field sports ranked 6th

Resident online survey:

- Soccer was the most frequently organized program in which respondents' households participated, reported by 41% or 130 respondents.
- Football was the 9th most frequently reported organized program in which respondents participated, by 6% or 18 respondents.
- Field sports ranked 13th among reported new/expanded activities of interest.

User group survey and focus group:

- Two soccer associations and one football league responded to the user group survey: Storrington Minor Soccer; Frontenac Soccer Association; Thousand Islands Minor Football League (TIMFL)
- There was no reported need for more rectangular playing fields and fields appear to be well suited to users' needs
- Home base for each is: Sunbury for Storrington Minor Soccer; Harrowsmith for Frontenac Soccer Association; Kingston for TIMFL

Storrington Minor Soccer:

- Participation is 600 to 650 children/youth annually; membership in 2019 was 625; has increased by about 100 in the past five years
- 95% of participants live in rural South Frontenac
- Only group using the field in Gerald Ball Memorial Park, concurrently accommodating 8 games for U8, 4 games for U10, respectively; for those in older age groups, two games can be played simultaneously; also uses fields at Centennial Park; uses meeting room in Sunbury
- Wear on Gerald Ball fields is mitigated to some extent by irrigation and fertilization; association maintains and Township cuts the grass
- Anticipate a 15% to 20% increase in participation; will outgrow field supply in about 5 years; fundraised for a second field at Gerald Ball and to update the fieldhouse for a canteen
- Provides all equipment, nets and webbing; lines fields; sets up nets; performs field maintenance

Table 5-3: Rectangular Playing Fields- Supply and Reported Demand (continued)

Frontenac Soccer Association:

- Participation 400 in 2019; serves age of 5 to 19 years; relatively steady growth
- Over 50% of participants live in Harrowsmith and Verona
- Uses municipal fields in Harrowsmith and at Harrowsmith Public School
- Association lines field and sets nets
- Needed/potential improvements: storage (requested for Centennial Park; Keeley Road); centralizing fields; lit fields for night play
- Anticipate a 5% to 10% increase in participation
- Future potential growth in men's adult soccer league, which was initiated recently

Thousand Islands Minor Football League:

- Participation 500 in 2019, of which 80% live outside South Frontenac
- Use football field at Sydenham Point Memorial Park; use gym at Sydenham High School
- Have agreement for use of Township's football field
- High demand for access to football field by multiple users (TIMFL, high school seniors, and community soccer)
- Anticipate up to 5% increase in participation

Assessment

Appendix C contains details on the use levels and conditions of municipal playing fields, and the method used to calculate prime time on municipal diamonds based on information provided by the Township.

Soccer fields at Frontenac Community Arena and Princess Anne Community Centre are no longer used/scheduled for soccer. Township field supply totals seven, of which all are in good condition and one is lit. There is a formal football field at Point Memorial Park that is very well used for this sport. The Thousand Islands Minor Football League is the primary user of this field, which is also in high demand for use by high school football and soccer. Available use information shows that, except for fields at McMullen Soccer Park, all are well used. The key reason for lack of use of the McMullen fields is no on-site parking. One school field is also used for minor soccer.

These findings suggest that the number of fields needed to meet current demand for community-based activity in South Frontenac is six (four at Gerald Ball and Centennial Park, one school field and one at Sydenham Memorial Park). Of these, four are appropriate for child/youth play and two are adult fields.

This produces two population-based ratios: one field per 4,975 for child/youth play and one field for 9,950 adults. Using these figures, population growth to the end of the planning term would generate need for a total of 4.4 soccer fields for youth and 2.2 for adults. The two existing fields at McMullen Park are more than sufficient to accommodate this level of growth, assuming the parking issue can be resolved. It would open up access to fields for both adult and youth activity, as well as providing parking for other park uses. The potential to provide parking at this location is discussed in Section 6.0 of the Plan on parks.

Failing the option of bringing the McMullen fields into regular use, lighting another existing field to extend its use should be considered if scheduling can be sufficiently limited to ensure the turf is not degraded. A lit field would provide later field hours, which would respond to what appears to be growth in adult play. There are also six school fields that could be considered for a joint agreement with the School Board, assuming an acceptable arrangement covering costs in relation to guaranteed community access can be negotiated. The adult field at Storrington Public School, in particular, looks like one to consider for community use agreement. It comprises a full-size field surrounded by a track and appears to be in good condition.

Consultation for the Master Plan did not reveal interest in access to rectangular playing fields for sports/activities other than soccer and football. As with all outdoor scheduled facilities, evidence-based demand for rectangular playing fields will become apparent once actual use, and requests for new use, are monitored/documented over several seasons. This will first establish the need for more fields to accommodate current demand, the resulting field supply for which can be applied to adjusting population-based provision ratios for long-term planning.

No additional fields should be provided until capacity use at existing facilities is confirmed and no additional use can be accommodated with additional facilities. As noted above, 'additional' projected needs are marginally more than the available number of facilities. Any new municipal facilities should be designed to also accommodate other compatible fields sports such as lacrosse, rugby, etc. This will allow potential new uses that emerge to be accommodated and support capital investment in return for additional sources of revenue - possibly from groups outside the Township.

The potential to develop an indoor turf field as an option to correcting a deficiency in facilities for active sport and recreation programming is discussed elsewhere in the report. The long-term need for playing fields, therefore, will need to account for the approach taken to providing this space in relation to the number of outdoor natural turf fields ultimately provided.

The recommended playing field designations in Table 5-4 essentially align with the design and current use of soccer fields and are proposed as part of the overall direction to promote activity hubs. These designations can also help focus capital improvements needed to serve the appropriate age groups. The soccer organizations noted interest in a number of improvements at Centennial and Gerald Ball Memorial Parks.

Table 5-4: Recommended Rectangular Playing Field Designations

Park/field Name & Location	Supply	Recommended Designations	Pilot Use Allocation by Park	
			Adults	Child/Youth
Centennial Park, Harrowsmith	2 unlit	• designate by field for both child/youth and adult play	1	1
Sydenham Point Memorial Park, Sydenham	1 lit	• designate for adult play	1	
Gerald Ball Memorial Park, Sunbury	2 unlit	• designate for child/youth play		2
McMullen Soccer Park, Verona	2 unlit	• designate by field for child/youth and adult play, with the provision of parking	1	1
Sub-total	**7 (1 lit)**		**3 (1 lit)**	**4**
St. Patrick's C.S., Harrowsmith	1	• junior, unlit • no use reported		
Harrowsmith P.S.	1	• junior, unlit • Frontenac Soccer Association		
Loughborough P.S., Sydenham	1	• adult, unlit • no reported use		
Perth Road P.S.	1	• junior, unlit • no reported use		
Storrington P.S., Battersea	1	• adult, unlit • track & field combination • good condition • no reported use		
Prince Charles P.S., Verona	1	• junior, unlit • no reported use		
Sub-total	**6**			

F15. Designate appropriately designed fields for either adult or child/youth soccer, football, lacrosse, etc.:

- Both age groups: Sydenham Point Memorial Park, McMullen Park = total 3 fields, of which 1 is lit
- Child/youth: Gerald Ball Park = total 2 unlit fields
- Both age groups: Centennial Park = total 2 unlit fields

F16. Consult with soccer groups to identify required improvements field/site improvements to existing (e.g., storage at Centennial, updating field house at Gerald Ball)

F17. The need for new rectangular playing fields during the term of the Plan is anticipated to be limited, pending confirmation of evidence-based demand. The two existing fields at McMullen Park are more than sufficient to accommodate potential growth-related demand, as well as accommodate new, emerging uses. The potential to provide parking at McMullen Park should be considered to facilitate access to these fields. Alternatively, lighting an existing municipal field or accessing School Board fields through formal agreements should be considered

Net Sport Courts (Tennis, Pickleball)

Appendix D provides detailed information on the supply and use of pickleball and tennis courts in South Frontenac, and Appendix E provides a summary of information provided by pickleball leagues.

Key points from the Township's Net Court Allocation Policy:

- The following hours are designated for drop-in/casual play at both Centennial and Gerald Ball Parks: Monday to Friday 3 - 9pm, and Saturday and Sunday 8am - 9pm. During these hours, combination pickleball/tennis courts (5 and 6) are unavailable to book and are for drop-in use/casual play only
- Any time outside the above specified hours, all six pickleball courts and the tennis court may be booked for exclusive use by user groups or used for drop-in play if not already booked
- Anytime pickleball only courts (1 through 4) are not booked for exclusive use by user groups, they are available for free drop-in/casual play
- If courts 5 and 6 are not being used, organized groups can use them but must vacate them immediately if they are needed by drop-in/casual users

Pickleball Courts

Supply and Reported Demand

Table 5-5: Pickleball Courts- Supply and Reported Demand

Supply

- Township has ten dedicated pickleball courts, and four that are combined pickleball/tennis courts
- courts in Centennial, Gerald Ball and Sydenham Point Parks were resurfaced in 2020
- all the resurfaced courts are in excellent condition

Reported Demand

Resident telephone survey:

- Among the 20% of respondents (79) reported a need for additional recreation programs/activities in South Frontenac, court sports ranked 2nd

Resident online survey:

- Pickleball was the third most frequently organized program in which respondents' households participated, reported by 23% or 73 respondents
- Court sports (tennis/pickleball) ranked fourth among reported new/expanded activities of interest, by 42% or 110 respondents
- Interest in lighting the courts at Centennial Park was noted by a number of respondents

User group survey and focus group:

- there are three organized pickleball groups in the Township, with a total membership of 150 (pre-COVID)
- groups find outdoor courts suitable to their needs
- groups use a number of school gyms in South Frontenac for indoor play
- there is interest in covering the courts at Centennial Park and in access to indoor space (e.g., multi-purpose, gym, etc.); permanent washrooms at Gerald Ball Park; storage for nets and paddles; possibly a canteen
- each of the three groups anticipates growth exceeding 25% in upcoming years, and reported needing additional facilities to accommodate increases
- the most frequently requested facility among user groups was outdoor courts, indicated by 44% or four organizations

Assessment

Pickleball is still experiencing growth in participation. "A recent Ipsos survey indicates there are around 900,000 households in Canada playing the sport, up from an estimated 350,000 two years ago."[8]

The Township of South Frontenac has been working to accommodate this growth locally. The Township reported that, since an $80,000 investment to upgrade/repurpose the existing courts, there has been a significant increase in use by both residents and non-residents (largely from Kingston), which has led to some residents being unable to access the courts for casual/drop-in use.

User group bookings for 2021 were documented for the assessment, as shown in Appendix D. Based on this schedule:

- Prime season for pickleball is May through September although play before and after these dates is not uncommon
- Typical session lengths are two hours
- Prime time is 9-11 am weekday mornings
- Only Gerald Ball and Centennial Parks courts are used for organized play; courts at the Point Memorial Park are available exclusively for drop-in/casual play

At Centennial and Gerald Ball Parks between 9 am and 9 pm, there are six two-hour blocks per day per court = 6 x 10 = 60/court x 5 days = 300 blocks per week (Monday to Friday). Of this total, the allocation policy provides 150 blocks of time to organized users and 150 hours for casual, drop-in play. [9]

The number of courts booked by organized groups each week Monday to Friday for 2021 in relation to available blocks indicates that courts at the two parks are being used to 27% capacity (41/150) or well below the level of use that could be accommodated.

While not currently scheduled, if the two dedicated courts at the Point Memorial Park are considered, there are another 60, 2-hour blocks of time available Monday to Friday (6 x 2 = 12/court x 5 days), of which half is for organized users as per the allocation policy. If these 30 time blocks are added to the above total of 150, pickleball court use is reduced further to 23% capacity (41/180).

Existing courts, therefore, could accommodate a 77% increase in organized use to achieve 100% capacity. This suggests that an additional 116 players or a total of 266 players could be accommodated with existing facilities. The groups' reported need for more courts to serve growth, therefore, is not imminent.

The Township's current plans for court provision include four new pickleball courts at Glendower Park in Godfrey, to improve the distribution of supply throughout the Township.

8 https://www.msn.com/en-ca/news/canada/pickleball-is-one-of-canadas-fastest-growing-sports-but-the-paddle-and-ball-can-make-a-racket/ar-AAU7GoR

9 The Allocation Policy specifies from 3pm to 9pm on weekdays is dedicated to drop-in/casual play. It is assumed that 9am to 3pm is available for organized users.

Providing the four new courts at Glendower Park should go hand in hand with the following to optimize use of all available facilities:

1. Ensure available times at Gerald Ball and Centennial Parks are regularly used by clubs: The 2021 schedule shows there are only two regular bookings between 11 am and 3 pm and 14 of the 41 used time blocks are during the later afternoon hours that are designated for drop-in/ casual play. User groups, therefore, are avoiding the hottest times of the day. While this is understandable, it represents a considerable amount of the unused time discussed above. If the heat is too oppressive for older players, and there are younger players (as the groups indicated), age might be used as a factor in distributing scheduling throughout the day or play could start earlier in the morning. Historically, however, outdoor uncovered tennis courts have been booked all day every day in the summer months, if needed, and there is no reason to treat pickleball courts differently.
2. begin scheduling pickleball courts at Sydenham Point Park for club use
3. ensure club use does not encroach on drop-in/casual hours, to help alleviate competition for this time
4. monitor and confirm use in relation to scheduled time
5. consider lighting courts at Centennial Park to extend playing time

The user groups indicated interest in having municipal indoor courts provided. They currently use gyms throughout the Township for indoor play, and this approach is appropriate - particularly as there are many schools in South Frontenac. Should the groups require assistance accessing school facilities, the municipality could facilitate this process on their behalf. In an interview with a local player/trainer who has helped develop pickleball in South Frontenac, the Frontenac News (August 11, 2021) noted the arena floor and the Harrowsmith Free Methodist Church have both accommodated indoor play in the past, and that there may be an opportunity to use Glendower Hall in the future. The need for new indoor municipal facilities in the Township, including net sport courts, is addressed below.

Tennis Courts

Supply and Reported Demand

Table 5-6: Tennis Courts- Supply and Reported Demand

Supply

- Township has five dedicated tennis courts, two of which are lit, and two courts that are part of combined tennis/pickleball courts
- McMullen Park, Verona has two tennis-only courts, and Glendower Park in Godfrey has two lit, tennis only courts.
- Courts can be booked for use by residents, and this use takes priority on combination tennis/pickleball courts

Reported Demand

Resident telephone survey:

- Among the 20% of respondents (79) reporting need for additional recreation programs/activities in South Frontenac, court sports ranked second

Resident online survey:

- Tennis was the fourth most frequently organized program in which respondents' households participated, reported by 22% or 69 respondents.
- Among 46 respondents indicating they participate in tennis outside South Frontenac, 67% (31) do so in Kingston and 28% (22) go to Westport.
- Court sports (tennis/pickleball) ranked fourth among reported new/expanded activities of interest, by 42% or 110 respondents.
- Over 25 respondents indicated belonging to tennis clubs and interest in both upgrades to outdoor courts, and indoor facilities, was noted a number of times in the additional comments

User group survey and focus group:

- Although there are currently no organized tennis clubs in the Township, there is confirmed community-based interest in, and capacity for, club development and donations for capital improvements to courts have been made to this end
- Interest expressed in having two courts available to program for junior camps, clinics, round robins, etc.

Assessment

Data from a 2018 study on frequent players[10] show the appeal of tennis to youth and young adults, as well as its potential to engage newcomers to Canada in community sport (Table 5-7).

Table 5-7: Canadians that played tennis at least once a week during tennis season

Canadians that played tennis at least once a week during the tennis season (i.e. frequent players)					
2,936,000 Canadians			8% of Canadians		
Breakdown by Gender					
Male:	58%		Female:	42%	
Breakdown by Age Group					
6 to 8	9 to 11	12 to 17	18 to 34	35 to 49	50+
2%	5%	25%	38%	22%	7%
Additional Facts					
67% of participants over 18, have children under 18 at home					
18% were born outside of Canada					

Tennis Canada's Strategic Plan 2018-2022[11] includes a focus on 'community facility development - capacity building.' Although it is directed to providing affordable public covered courts, municipal partnerships are noted as the framework for generating growth in interest and participation in the sport. Tennis Canada or Tennis Ontario may be able to provide advice on promising practices for initiating programming.

The rapid growth in pickleball has initiated a prompt response from the Township in meeting demand for appropriate facilities. As a result of this work, the foregoing assessment of need for more pickleball courts indicates additional facilities will accommodate activity for some time to come. The Township, therefore, can turn its attention to bringing the quality of tennis courts up to a comparable level. Developing a community-based club will help establish a local tennis presence, build a base of children and youth players to carry the club into the future and preclude the need for young people to have to travel to Kingston to participate with peers.

Locating them at McMullen Park would be a minimum of two dedicated courts in a single location offers greater opportunities for programming (e.g., tennis camps, clinics, etc.). McMullen Park provides an existing site for renewed facilities for tennis. This location would be particularly advantageous for summer tennis camps since it offers other amenities (e.g., beach, swimming, playing fields, etc.) to complement the core program. These courts are slated for redevelopment in the short-term. The two new courts will be full size that meet tournament standards. As part of the redevelopment, the shuffleboard and basketball court at either end of the tennis courts should be relocated elsewhere on the site. Adding a practice area for warm-up/stroke development and eventually lighting the courts also be considered in the plans for the site.

As a result of the renewal of courts at Glendower Park, a new lit tennis court will be provided.

Both Centennial Park and Gerald Ball Memorial Park have four dedicated pickleball and one combined tennis/pickleball court each. This will provide six pickleball courts to host tournament at these locations.

Table 5-8 shows number of pickleball and tennis courts by location in the Township, once current plans for renewal/upgrades are complete. Two pickleball locations - Centennial and Gerald Ball Parks - will have the requisite six courts to host tournaments with the inclusion of the dual courts.

Table 5-8: Pickleball and Tennis Courts

Park/Name & Location	Number & Type		
	Dedicated Pickleball	Dedicated Tennis	Combined*
Centennial Park, Harrowsmith	4		1
Gerald Ball Memorial Park, Sunbury	4 lit		1
McMullen Park, Verona		2	
Point Memorial Park, Sydenham	2	1	
Glendower Park, Godfrey	4 lit	1 lit	
Total	**14 (8 lit)**	**4 (2 lit)**	**2**

* combined comprises 2 pickleball courts and 1 tennis court

The addition of four pickleball courts at Glendower Park suggests that the resulting supply if allocated as the policy now directs and scheduled to capacity during user group times, will be more than sufficient to serve an anticipated population of 21,800 in 2031. This generous supply is very likely the result of the Township being proactive in accommodating community interest through prompt facility provision.

As with all facilities, pickleball and tennis court use should be monitored and tracked to establish actual use, and growth in participation.

10 https://www.tenniscanada.com/wp-content/uploads/2019/07/04.-Tennis-Participation-Data-and-Statistics-to-Assist-in-Facility-Planning.pdf

11 http://www.tenniscanada.com/wp-content/uploads/2018/05/2018-2022-TC-Strategic-Plan-REV-April-2018-ENG-FINAL-4-page.pdf

F18. Designate courts at Centennial Park at Gerald Ball as hubs for pickleball and McMullen Park as a tennis hub

F19. Provision of new pickleball courts at Glendower Park will improve distribution of supply throughout the Township and, in conjunction with optimal use of existing facilities, will meet needs during the term of the Master Plan

F20. Designate courts at McMullen Park exclusively for tennis with the intent of developing a community tennis club at this location

F21. Redeveloping the tennis courts at McMullen Park should include relocating the basketball and shuffleboard courts elsewhere on the site. Light courts if level of use verifies demand

F22. With the redevelopment of tennis courts at McMullen Park, additional facilities are needed in the short-term and longer-term requirements will depend on trends in local club development/participation, which will be monitored and tracked as part of ongoing planning activities

Stocksport

Supply and Reported Demand

Table 5-9: Stocksport - Supply and Reported Demand

Supply
• August 21, 2021 was the official opening of the four new stocksport lanes in Centennial Park • Stocksport was sharing the Centennial court with pickleball prior to the resurfacing project. Afterwards, stocksport relocated to McMullen courts, and occasionally uses the Frontenac Community Arena floor
Reported Demand
Resident telephone survey: • Among the 20% of respondents (79) reporting need for additional recreation programs/activities in South Frontenac **Resident online survey:** • Stocksport was the eighth most frequently organized program in which respondents' households participated, reported by 7% or 22 respondents. **User group survey and focus group:** • South Frontenac Stocksport Club is based in Harrowsmith, serves ages five years and older, and had 75 members pre-COVID, and draws 65% of its membership from rural South Frontenac • Future participation is anticipated to increase by over 25% • New facility at Centennial Park was designed to specifications for local, regional and international competitions/events, providing the Club with the first surface of this type in Canada • A roof and ice surface will greatly expand the Club's ability to train, play, attract new participants, host tournaments, and create a Stocksport Centre of Excellence, which is an identified goal in the Canadian Ice-Stock Federation's 2021-2024 Strategic Plan

Assessment

Stocksport and ice stocksport have been active and growing in South Frontenac for a number of years, and the Township has recognized the local importance of this activity by providing a multi-purpose facility that serves stocksport as well as other uses. While there is limited, readily available data on trends in stocksport participation, anecdotal evidence suggests it is growing. Further interest may also be generated in view of its position as a demonstration sport at the 2026 Olympics.

The Club is interested in bringing competitions to South Frontenac, at levels beyond community participation. The Club was successful in securing the upcoming America's Cup to be hosted in South Frontenac, at the new facility in Centennial Park. As a relatively new sport in Canada, this may present an opportunity for the municipality to move into a market niche that is not yet well served. At the same time, it is recommended that the Township formally commit to support for stocksport in its capacity to contribute to economic development for the following reasons:

- Competitive sport is not within the municipal mandate for recreation, since it extends beyond introductory level activities; it should fall instead within the sphere of economic development and be financed as such.
- The benefits of attracting large-scale events will also fall to other communities, and especially Kingston, for spin-offs related to accommodation and entertainment; a regional approach to financing promotion and hosting, therefore, should be pursued so that all municipalities that can potentially benefit share in the costs.

As with other sports and activities, the Township will need to monitor participation in stocksport to establish trends and the possibility of additional lanes being required to accommodate growth - for both community-based activity and competition. Ideally, any future facilities would be co-located with the new lanes, especially if the Township opts to support attracting tournament/competitive events in the sport.

Covering the surface and providing hydro hook-ups will allow the facility to be flooded in the winter to provide ice for stock and other winter activities, as well as for community events, farmers' markets and food vendors at other times.

F23. Designate Centennial as the hub for stocksport, which has seen the recent completion of a league play facility. Allocate funds to cover the facility for sun protection, extended play, tournament activity, and other uses when not scheduled for stocksport (e.g., outdoor rink, farmer's market)

F24. Consider regional approach to supporting competitive stocksport with economic development funding for its sport-tourism potential

F25. No additional stocksport facilities are needed pending monitoring trends in use of newly introduced facility for both community-based and competitive programming.

Horseshoe Pits

Supply and Reported Demand

Table 5-10: Horseshoe Pits - Supply and Reported Demand

Supply
• There are nine horseshoe pits located in Gerald Ball Memorial Park. The pits in Centennial Park were removed to provide space for the new multi-purpose court, with the intention of replacing them elsewhere in the park. they are confirmed to be replaced in 2022.
Reported Demand
Resident surveys: • Did not indicate interest in participation **User group survey and focus group:** • The Sunbury Horseshoe Club uses the pits at Gerald Ball Memorial Park and serves 24 members (pre-COVID) over the age of 35 living in South Frontenac and area • Future participation is anticipated to increase from 0% to 5% • The Club reported satisfaction with the facilities it uses

Assessment

Other than replacing the pits at Centennial Park and maintaining all facilities for organized and casual community use, it appears that existing facilities are sufficient to meet the Club's requirements in the foreseeable future.

F26. Replace horseshoe pits at Centennial Park and maintain both these and the pits in Gerald Ball Memorial Park

5.3 Indoor Scheduled Facilities

There are 16 indoor facilities used for recreation in the Township, half of which are provided by non-municipal organizations. The facilities and their amenities are mapped in Figure 5-5. The indoor facilities assessment is organized as follows:

- Existing multi-purpose spaces
  - Large spaces
  - Small spaces
- Single purpose facilities
- New multi-purpose indoor complex

Existing Multi-Purpose Program Space

The Township of South Frontenac has many spaces that can be considered multi-use/purpose, especially when the not-for-profit supply is included. These facilities are typically used for non-sport programs and activities. They are distributed throughout the community - and in some cases replicate supply - which reflects the legacy of the pre-amalgamated townships.

For the purposes of the assessment, reported demand for all types of general program space is reviewed first.

Existing facilities are divided into large and small spaces. Although the distinction between small and large is relative, and there is considerable range within each category, there are differences in what can be accommodated by size. Large spaces have been defined as those with more than a 100-person capacity. Small spaces are those under this limit.

Reported Demand

In Table 5-11, reported demand for both large and small multi-purpose spaces is shown collectively, since a distinction between the two cannot always be made in terms of size and compatible uses. Whether they are large or small, the design and finishing of these spaces is essential to optimizing their flexibility in accommodating the widest range of possible uses.

Among the nine (9) user groups responding to the survey question, and selecting among the facilities listed, facility needs included: large multi-purpose area (3 groups); meeting space (2 groups); kitchen facilities (2 groups); arts/artisan studio (1 group); and fitness studio (1 group). The need for storage space (3 groups) and office space (1 group) was also reported. One group requested a larger program space than is currently available.

Among focus group participants, there was general agreement on the need for more and/or improved multi-purpose program space. At the same time, the nature of the space requested varied. Interest in retaining and improving all small settlement area halls was expressed while others were more inclined to suggest providing a larger facility designed as a central recreation hub and possibly reducing the number of smaller halls. Others would like to see both types of facilities provided. Although a range of program/activity interests emerged, those supporting provision of a larger facility included the view that appropriately designed space is needed to accommodate sport and physically active programming.

Table 5-11: Household Survey Results for Potential Multi-purpose Space Uses

Programs/Activities	Online Household Survey	Random Household Survey
	% (#) responses	% (#) responses
Group fitness classes	52% (136)	23% (18)
Wellness programs	50% (133)	10% (8)
Social/club activities	33% (86)	6% (5)
Camps	32% (84)	14% (11)
Crafts	28% (75)	6% (5)
Education/self-improvement/interest	24% (63)	10% (8)
Before and after school programs	22% (59)	9% (7)
Performing arts	22% (59)	4% (3)
Martial arts	12% (32)	11% (9)

Large Spaces (over 100-person capacity)

Supply

- Table 5-12 lists the supply of spaces with over 100-person capacity. There are two large Township owned community spaces: Storrington Centre and Glendower Hall. Not-for-profit facilities contribute four additional spaces to community supply. A fifth space in Sydenham, Grace Hall, is discussed in the section on special purpose facilities under seniors' centres.

Table 5-12: Large Multi-purpose Spaces

Name & Location	Hall/ Event Space	Size and Amenities
Glendower Hall, Godfrey	1	• Approximately 9,200 sq. ft. gross floor area • 120 capacity (upstairs hall) • Accessible entrance and washroom • Full kitchen • Stage & dance floor • Generally fair condition (2016) • Last year of full scheduling comprise 2 regular users and 14 Single uses/rentals (2019)
Storrington Centre, Sunbury	1	• Approximately 3,000 sq. ft. • Capacity 100 • Full kitchen • Accessible entrance and washroom • Generally fair condition (2016) • Last year of full scheduling comprise 14 regular users and 34 single uses/rentals (2019)
Golden Links Hall*, Harrowsmith	1	• Capacity 200 • Kitchen • Audio visual equipment • Owned by Harrowsmith Odd Fellows & Rebekahs
Royal Canadian Legion*, BR. 496, Sydenham	1	• Capacity 160 • No accessible washroom • Kitchen
Storrington Lions Hall, Sunbury	1	• Capacity 325 • Fully accessible • Bar • Commercial kitchen
Verona Lions Hall	1	• Capacity 200 • Kitchen • Outdoor pavilion for weddings

* not Township owned



Figure 5-5 provides a map of the indoor facilities in South Frontenac. The assessment follows and is organized by facility type:

- Existing Multi-purpose program space
  - Large spaces
  - Small spaces
- Single purpose facilities
- New multi-purpose indoor complex

Municipal Indoor Facilities

A Bradshaw Schoolhouse
B Frontenac Community Arena
C Glendower Hall
D Harris Park Hall
E Princess Anne Community Centre
F South Frontenac Museum
G Storrington Centre
H Sydenham Library

Non-municipal Indoor Facilities

I Bellrock Hall
J Golden Links Hall
K Harrowsmith & District Social & Athletic Club
L Royal Canadian Legion, BR. 496
M Grace Centre
N Storrington Lions Hall
O Verona Lions Hall
P Fermoy Hall

Washroom
Library
Ice Rink/Arena
Banquet Hall
Community Room/Hall
Meeting Room
Canteen/Kitchen

Settlement Area
Provincial Park
Lakes/Rivers
Roads
Municipal Boundaries

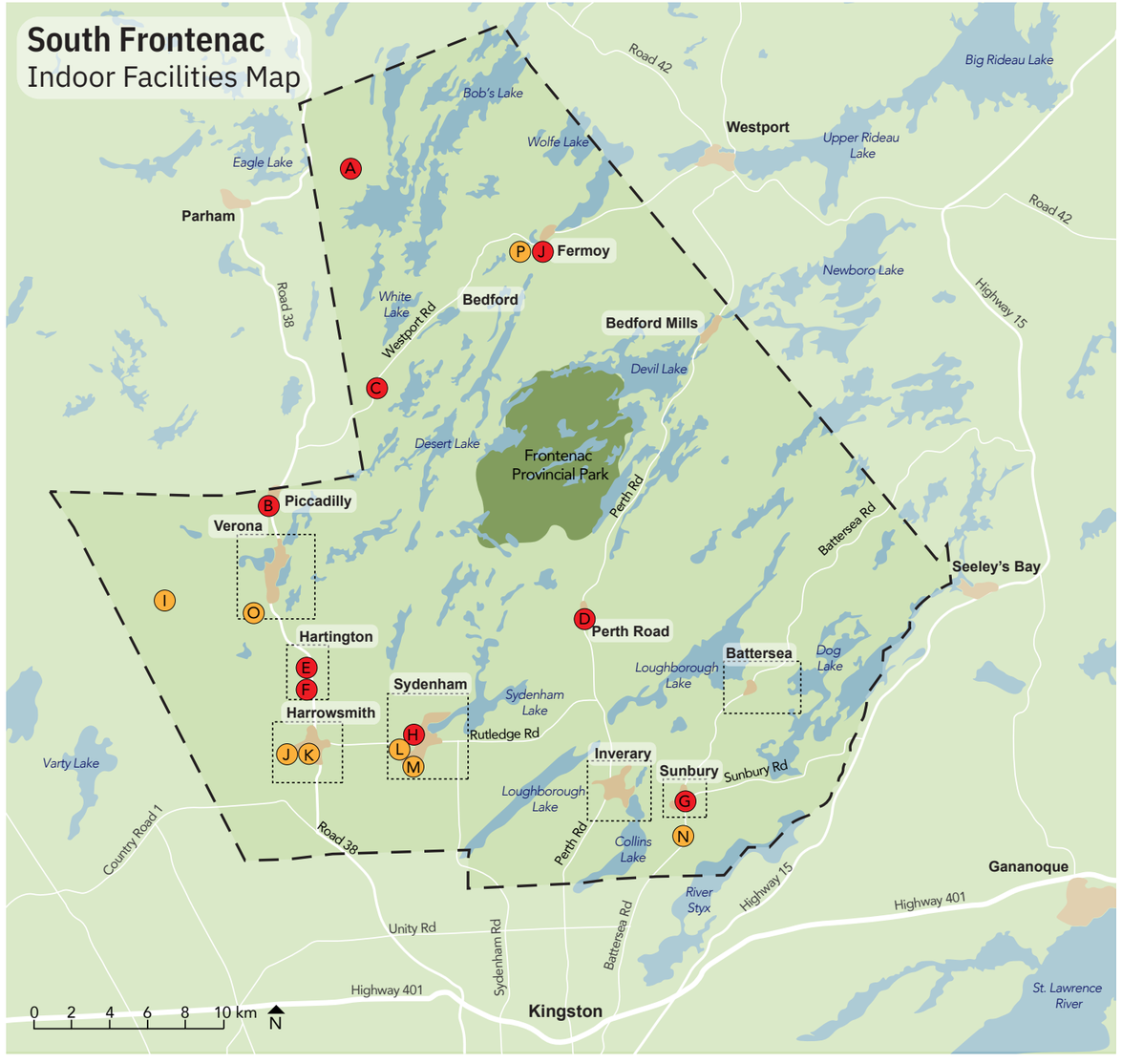


Figure 5-5: Indoor Facilities in South Frontanac

Assessment

Municipal

Indoor Activity Hubs

Storrington Centre and Glendower Hall are the two largest indoor municipal facilities. Both, and particularly Storrington Centre, are well used and both have potential to accommodate additional programs/activities. They are located at the far northwest and southeast areas of the Township, contributing to objectives to balance service distribution on a geographic basis. Storrington Centre is also in the process of being expanded, which will provide additional space for community programming.

F27. Designate Storrington Centre and Glendower Hall as primary indoor non-sport program/activity hubs

Storrington Centre

Storrington Centre comprises a fire hall, library and a general use community hall. It is approximately 50 years old (believed to be constructed in 1969). The 2016 Building Conditions Assessment (BCA) indicated it was generally in fair condition, well maintained and that building systems (HVAC, lighting, plumbing and drainage) were adequate for uses at the time.[12]

Storrington Centre hall is the most frequently used municipal community space, providing a hub for a variety of non-sport programming and social activities for all ages, and housing the public library branch, which is also very well used.

The Storrington area of the Township is experiencing the most population growth, which will require additional community space, and the Centre is the only municipal indoor facility in the area.

Part of a recent renovation included accessible doors and washroom, kitchen upgrades and a new septic system. Plans are in place to enlarge the hall area by an additional 1,000 square feet, which will bring the total to approximately 4,000 square feet. The design accommodates potential need for increased physical distancing and improved ventilation, as a post-COVID requirement.

The application for Government of Canada funding for the expansion notes:

> As the most frequently used indoor public facility in South Frontenac, the expansion of the Centre will invite the community to reconnect and resume civic participation in a safe, accessible space. Creating a sense of place and belonging, this facility is a community hub and support's social cohesion and collaboration by hosting many programs and events…Pre-pandemic, the Storrington Centre was the most frequently reserved indoor facility in the Township and often reached capacity limits…The Storrington region in the Township is experiencing the most growth and development; a trend forecasted to continue for the next 25 years. As the only municipal indoor facility in the area, this expansion will support the additional pressures brought on by this development and ensure the community has a safe and accessible space to gather, grow and play for years to come.

12 OHE Consultants. Building Condition Assessment, Capital Plan & Facility Condition Index. Sept 2016. (Unless noted otherwise, the BCA indicated that no significant deficiencies were identified and that all facilities would require capital work during the timeframe of the report, as well as ongoing repair/overhaul to building systems which, at the time of the assessment, were adequate).

In addition to existing (pre-pandemic) users, community agencies such as Grace Centre and the YMCA of Eastern Ontario are now, and will be in future, in need of larger spaces to expand programming. Colocation of libraries and recreation facilities have a synergistic effect on use and programming opportunities, which can be further developed in an upgraded facility. The nature of future use will depend on the types of programs/activities developed, the need for which is discussed in Section 4.0.

F28. Complete Planned Expansion of Storrington Centre

Glendower Hall

Glendower Hall comprises a one storey building with a basement level that can be accessed from the exterior. It was constructed in 1963 and renovated in the 1990s. It totals 9,200 sq. ft. GFA as per the 2016 Building Conditions report (BCA), much of which is currently not effectively used for program/activity purposes. The basement level, for example, comprises several rooms that are either not being used or are functioning as storage space (e.g. by the South Frontenac Museum).

Available information indicates that it is fairly well used for programming and community rentals. In terms of design and function, however, it will require upgrading to accommodate future use - the nature of which will depend on the types of programs/activities developed as is discussed in Section 4.0. A comprehensive space planning study should be conducted with a scope to determine a preferred option for design/renovations to interior space to optimize flexibility/use for non-sport recreation, conceptual drawings and estimated costs for the work. Repurposing the space for needed/potential new uses, in addition to accommodating existing uses, should be part of this study. For example, incorporating an e-sport venue in the plans is an option to consider. Additional work, except for mandatory repairs, should be postponed until it can be integrated with renovation plans.

F29. Conduct space planning study for program/service development at Glendower Hall

F30. Undertake only mandatory facility repairs until renovations plans are confirmed

Not-for-Profit

There are four not-for-profit halls with capacities ranging from 160 to 325, and most are well equipped to host a full range of community social uses. Based on information gathered during consultation, these spaces are currently used for a wide range of activities such as:

- Community special events and fundraisers (e.g., annual Garlic Festival, annual volunteer Road Toll, semi-annual Fish Fry, Car Rally, Lions breakfasts, dances)
- Weddings, funerals, elections, craft shows, auctions
- Dance instruction, music sessions (e.g., Old Tyme Fiddlers open mic)

It appears, however, that none of these halls are currently used to capacity.

Collectively, therefore, large community spaces are being used for a variety of programs and activities but are underutilized. In effect, therefore, the Township and not-for-profit groups are sharing a market that is too small to support all the facilities that exist. The Township is also careful to avoid competing with other recreation service providers. Not-for-profits depend on the revenue generated by facility rentals to remain solvent. The Township of South Frontenac, therefore, should reach out to not-for-profit owners of community facilities and work with them to establish protocols around facility use for large events.

A suggested approach is to promote, and wherever possible, distribute use as follows:

- Township: hosts events such as league banquets, awards dinners, tournament-related socials, arts/crafts exhibits, etc. for groups providing recreation programs to the community and that are regular users of municipal facilities
- Not-for-profits:1) provide the home base for community special events, as is frequently the case now; 2) host social events not related to recreation programming (e.g., weddings, family parties, receptions, dances, etc.)

This approach is supported by the fact that, in terms of capacity, all the not-for-profit halls are larger than existing Township-owned spaces, and so more conducive to hosting larger social/ community events. In addition, the primary purpose of these halls when they were built was hosting large social events. Moreover, the addition to Storrington Centre will increase its capacity and so could detract from the use of those owned by the not-for-profits. As a 'new' space, it might be more attractive to users and so negatively impact the use of older halls. To minimize the potential for competition, an agreement with large capacity not-for-profits halls should be considered to clarify 'market sharing' between the Township and these organizations.

F31. Consider entering an agreement with large not-for-profit hall organizations for sharing the rental market for large community events



Gilmour Point Park Building

Small Spaces (under 100 person capacity)

Supply

- As shown in Table 5-13, there are seven Township owned small community spaces. Not-for-profit facilities contribute several additional spaces to community supply

Assessment

Municipal

Small municipal community spaces comprise a) those that are part of larger facilities, and b) those that are stand-alone buildings. Those in the former category include spaces in Princess Anne Community Centre, Sydenham Library, Town Hall and Frontenac Community Arena. As components of larger facilities, it is assumed these spaces will remain part of Township supply. The Frontenac Community Arena hall is discussed below. Princess Anne Community Centre will continue to house the Kingston Public Library Branch and Portland Community Caring, as well as provide meeting space for local service clubs.

Facilities in the stand-alone category include Harris Park Hall, Fermoy Hall and the McMullen Beach, Sydenham Point Memorial Park and Gilmour Point Beach buildings. Except for the park-based buildings, these facilities range from unusable to very limited use for community recreation programming. The general sentiment in the community appears to favour retention of all small halls to ensure small public spaces are available in close proximity to residents throughout the Township - even if they are not being used. While this perspective is understandable, it results in unnecessary costs to maintain facilities that are used sporadically at best. Moreover, lack of use suggests they are not needed. The future of these facilities, therefore, should be determined in relation to the outcomes of deliberate efforts to optimize their use for community programming.

These spaces lend themselves to accommodating small group activities and introducing new programs/activities, in which pilot or early enrollment is low and may or may not grow to the point where larger facilities are required. As new small group programs are developed, therefore, they should be located in the space best suited to provision in terms

of size, proximity to registrants, and needed amenities (e.g., kitchen, secure storage, etc.). In instances where space needs are flexible, and facilities are comparable, programs could be offered at different locations sequentially to better balance service distribution. If participation levels in these programs/activities grow to exceed the capacity of these smaller spaces, they should be transferred to larger facilities or offered in more than one location in smaller spaces. The overall intent of this approach is to optimize facility use and, therefore, operating costs by matching the nature/extent of use to the space and concentrating or consolidating use at a limited number of locations. The ultimate use of these spaces, however, will depend on the outcomes of program development work and the response of the community to the types of programs/activities offered, as discussed below.

Table 5-13: Small Multi-purpose Spaces

Name & Location	Details
Frontenac Community Arena, Godfrey (Piccadilly)	• 1 community room/hall • 1 meeting room • Kitchen • Upper floor not used
Harris Park Hall, Perth Road	• 1 community room/hall • Capacity 50 • Accessible entrance • Full kitchen • Last year of full scheduling comprise 2 regular users and 12 single uses/rental (2019)
Princess Anne Community Centre, Hartington	• 1 meeting room • Capacity 15 • Accessible entrance and washroom
Sydenham Library Community Room	• 1 community room/hall • Capacity 67; 45 seated • Fully accessible • TV/DVD player • Projector/screen • Kitchenette
Fermoy Hall, Bedford	• 1 community room • Currently not used; interior has been stripped, and the exterior refurbished
McMullen Beach Building	• Used for municipal storage and rain shelter for day camp programs
Gilmour Point Beach	• New (2020) park site building for program support
Sydenham Memorial Park	• Park site building for program support

Table 5-13: Small Multi-purpose Spaces (continued)

Name & Location	Details
Bellrock Hall*, Bellrock	• 1 community room/hall • Capacity 90 • Kitchen • Community garden, greenspace, historic schoolhouse • Ball room dancing, yoga, VON exercise program, cycling/hiking, snow shoeing, euchre, potlucks, and events
Harrowsmith Sport & Athletic Club*	• 1 community room/hall • Capacity 90 • Kitchen • Canada Day in the Park, Chinese Dinners & Auctions, • Family Halloween Party, the Harrowsmith Santa Claus Parade and Christmas Open House, Community Yard Sale, Harrowsmith Minor Softball
Sydenham Lake Canoe Club*	• Clubhouse
Trinity United Church*, Verona	• 1 community room • 1 meeting room • Kitchen • Grandmothers-by-the-lake meetings, Quilting Group, Trinity Quilters, Frontenac Women's Chorus
Harrowsmith Free Methodist Church*	• 1 community room/hall • 1 meeting room • Gymnasium; heating issues make it hard to use/unusable in winter • Harrowsmith Women's Institute meetings
Perth Road United Church*	• Community room/hall
Battersea United Church*	• 1 community room/hall • Kitchen
Sunbury United Church*	• 1 community room/hall • Kitchen

*not Township owned

Harris Park Hall

Other than accommodating a local quilters' group's regular meetings and weekly euchre, Harris Park Hall is infrequently used. Community interest in retaining local facilities regardless of very low use, while understandable, results in unnecessary operations and maintenance costs, which are exacerbated by deteriorating building conditions due to no use/vandalism, etc. Given the amount of Hall use now, ongoing repairs and maintenance do not appear to be warranted.

In addition to its small size, it is located at the rear of the park property behind residences and so not visible from the street. A driveway leads from the street to the usable portion of property. While the location and size limit the Hall's potential use for programs, there may be opportunities to increase the use of the space for small groups activities that emerge as a result of program development efforts, or to lease the space.

If use levels - either through increased group activity or a permanent tenant - have not increased to at least 75% of available time in three years, the Township should approach the adjacent Perth Road United Church on behalf of the groups currently using the Hall to investigate the possibility of their accommodation in the church hall, and subsequently decommission and remove the facility. Until such time as a decision regarding the future of the Hall is made, the Township should undertake only mandatory facility repairs.

The recommended user fees policy, which will be based on a formula for cost recovery, would very likely mean increased rental fees for both existing and new users. While a lease agreement with an agency or organization would be the preferred way to guarantee use and income, it would likely preclude other groups from using it. An alternative location for existing users would still need to be arranged.

If the costs of renting an alternative space exceed those set by the Township's user fees policy, it could consider providing financial support to the displaced groups to make up the difference.

F32. If Harris Park Hall use levels have not increased to at least 75% of available time in three years, the Township should work on behalf of the current user groups to investigate the possibility of their accommodation at Perth Road United Church, and decommission and remove the facility

F33. Undertake only mandatory facility repairs until future of the Hall is confirmed

Fermoy Hall

Fermoy Hall comprises a single storey building with no basement level. Gross floor area totals about 87 sq. m. (937 sq. ft.), with no interior washroom or sanitary/potable water services. The 2016 Building Conditions Assessment indicated it was generally in fair condition and fairly maintained.

Although not formally designated historic, Fermoy Hall is part of the Township's built heritage. It is a pre-confederation building that was one of the first public buildings in the area. In recent years, the Township began refurbishing the building with the intention of providing a usable community space for residents of the Bedford area. Issues related to removing asbestos resulted in partial upgrades only with available budget. In its current state, the building is not ready for use. In addition to the additional capital investment needed, the project is stalled due to lack of a designated purpose for the building and its proximity to Glendower Hall, which could accommodate additional use now.

There is strong interest in repurposing the building as an internet café as a priority use. Local citizens submitted a presentation that includes conceptual sketches on the design and layout of the interior as an internet café/ community space, and outlines their views on potential use of the space, including:

- Community facility for internet service
- Gathering place for music, storytelling, learning opportunities, etc.
- 3 season facility; 4 season possible
- Documented narrative of Fermoy
- Meeting space for groups such as Lake Associations, book clubs, crafters, town halls
- Point of interest to attracts visitors and locals alike via events, trail destination or recreational service support, such as washrooms and Wi-Fi
- Multi-generational use for inclusiveness and diversity

A prerequisite to considering providing an internet café is the completion of the Government of Ontario's plan to bring highspeed internet to all communities across the province by end of 2025. Assuming that materializes, repurposing the Hall as proposed would require capital investment beyond simply finishing the space for general use as well as ongoing operating expenses related to staffing open hours and contracted technical support for internet service. The proposed concept itemized furnishing, equipment, etc. requirements without cost estimates. The concept did not include an indoor washroom, which could create difficulties for some users if not provided. Investing in upgrades for three seasons only is questionable from both financial and purpose perspectives, especially if there is interest in increasing social interaction in winter months when people tend to be more isolated.

As discussed above, the recommended user fees policy would require increased revenue generation from users to recover some portion of operating costs. Although operating costs will vary depending on the type of facility/ service being provided, an internet café will generate relatively high costs. Moreover, in terms of the recommended tier approach to categorizing services, an internet café would fall towards the higher tiers, which equate to high user fees since benefits accrue more to individuals than the community.

Despite its current non-usable status, sufficient investment has been made in the building to consider finishing this space for community use. The following outlines an ordered approach to investigating options for the future use of Fermoy Hall, upon confirmation that the provincial high-speed internet program is being activated in South Frontenac:

1. Issue a request for an Expression of Interest (EOI) for a commercial/private provider to lease the space for an internet café and follow up any qualifying Expressions with a request for proposal/ business plan

2. Work with 'Fermoy Hall Reimagined' supporters to form a committee to prepare a business plan for the proposed concept for consideration by Council. The plan should identify all additional costs (over basic building completion) associated with finishing, equipping, servicing and operating space as the community proposed internet café, anticipated scheduling and user fees to recover costs as determined by the user fees policy and anticipated revenue generation to establish feasibility/sustainability of this use
3. Depending on demand for activity/space as a result of program development work, identify costs to complete space, and anticipated revenues, for more general community use (e.g., small group arts programming, interpretation, local arts/ artisans exhibits) that are compatible with historic significance of the building and its environs
4. Decommission it as a Township facility and sell it on the open market

The priority order of investigations to confirm use of the Hall begins with more complex/ costly options that respond to ongoing community interest in a specific use. Business plans are required for these uses to be able to anticipate the efficacy of additional investment in capital and ongoing operating costs.

Regardless of the future of Fermoy Hall, the building should be cleaned up both internally and externally to protect and maintain the investment that has been made to date. Leaving the building untended will encourage wildlife to seek shelter inside and damage the interior and can also make it a target for vandalism.

F34. In order of priority 1) investigate the feasibility of repurposing Fermoy Hall as an internet café, with supporting business plans, 2) finishing to accommodate demand for general program/activity space, or 3) selling it on the open market. Allocate budget to complete the selected option

F35. Regardless of the future of Fermoy Hall, the building should be cleaned up both internally and externally to protect and maintain the investment that has been made to date

Park-based Buildings: McMullen Beach, Sydenham Point Memorial Park, Gilmour Point Beach Building

The new Gilmour Point Beach and the Sydenham Point Memorial Park buildings are both used to support summer camp programs, and this use will continue.

The McMullen Beach building is currently used for day camp/swim program-related needs (e.g., rain shelter, storage, etc.). Day camp programs will move from this location to the new building at Gilmour Point Beach. Depending on how much space within the building is freed up when this move is completed, it could be made available for use as a tennis club house.

F36. Facilitate the use of the McMullen Beach building for use as a tennis club house

Not-for-Profit

The Harrowsmith Social and Athletic Club Hall (HSAC) Facebook notes:

> The Social and Athletic Club is a non-profit organization which first opened in the 1960s to support local baseball. Over the years, it was expended to organize the Santa Clause Parade, Canada Day celebrations and family Halloween night. It also hosts Chinese and Greek auctions and is currently being used to teach martial arts...To assist with our costs, we ask for a $10/family yearly membership. An increase in club membership means more events and activities could be offered within our community instead of driving to the city for family entertainment. Students are also encouraged to get involved with the club. Secondary students must do community volunteer hours for a high school credit. By volunteering in club activities, they can receive credit for their time! (https://www.facebook.com/)

The Club's Facebook page indicates it is very active in providing a range of activities and events for the community - and it has collaborated with the Township in the provision of larger events. Like many such organizations, however, the Club struggles with developing the volunteer base needed to provide its services. The Hall is also underutilized.

As noted above, Bellrock Hall also provides a variety of community programs. At the same time, the hall association has struggled over the years to keep the facility open and running. Like the Social and Athletic Club, the hall relies on limited funds and a dwindling volunteer base to ensure its future.

If appropriate to future programs requirements for activities that emerge through development work, these halls could be locations for small group activities. These could comprise both single location programs or those that are popular enough to offer in more than one, or via rotating, locations.

The Township currently works with the HSAC to deliver events and so has an existing relationship with this group. It does not appear to have the same type of connection with the Bellrock Hall Association. In its role as a recreation service facilitator, the Township should reach out to these groups (and other local not-for-profits) to investigate opportunities for facilities to host future programs, and for all groups to work together in better coordinating and supporting each other in their efforts to provide services to the community. Small organizations working in isolation with limited resources are less likely to succeed than a collective, collaborative effort. While the outcomes of this type of outreach cannot be foreseen, it can open the door to communications and creative thinking that could benefit all groups.

F37. Township should reach out to these (and other local not-for-profit organizations) to investigate programming opportunities for their facilities and a collective approach to coordinating and supporting each other in service delivery

Single Purpose Facilities

This section addresses single-purpose recreation facilities in the Township, including the Frontenac Community Arena, the Museums and seniors' facilities.

Frontenac Community Arena

The Frontenac Community Arena and site are owned by the arena and governed by an Arena Board of Directors. The property is in South Frontenac, bordering on Central Frontenac. South Frontenac and Central Frontenac fund 59% and 41% of the annual operating deficit, respectively. Each municipality funds the same proportionate split in annual capital costs, beyond the amount funded by the arena through reserves. A staff Arena Manager position is responsible for day-to-day facility management.

Table 5-14: Single Purpose Facilities - Supply and Reported Demand

Supply
• One single pad indoor ice surface
Reported Demand
Resident online survey:
• Arena ice activities (e.g., hockey, icestock, sledge hockey, skating, curling) ranked fifth among reported new/expanded activities of interest, by 40% or 105 respondents
• Arena non-ice activities (e.g., floor hockey, box lacrosse) ranked 18th among reported new/expanded activities of interest, by 17% or 45 respondents
Resident telephone survey:
• Among the 20% of respondents (79) reporting need for additional recreation programs/activities in South Frontenac, arena ice activities ranked 9th
• Interest in non-ice activities ranked 16th
• User group survey and focus group:
• Two ice arena user groups responded to the survey, both of which provide programs to children and youth aged 5 to 19 years
• Frontenac Minor Hockey is a major user of the arena providing recreational and rep hockey for 350 participants (pre-COVID); the group has/continues to donate funds to support arena upgrades in collaboration with the two Townships, and have recently partnered to finish renovations to the building's second storey
• Frontenac Fury Girls Hockey Association is also a key facility user, with 100 participants (pre-COVID) and anticipates growth of between 15% and 20% in the next five to ten years, which will require access to additional ice time and dry land training facilities for fitness
• See also section on New Multi-purpose Indoor Facility

As a jointly owned and operated facility with Central Frontenac, initiatives for the arena come from its independent Board of Directors. A $1.84 million renovation of the arena has just been completed to improve its longevity and efficiency in serving the community (including AODA accessibility upgrades). South Frontenac funded approximately $502,700 with Central Frontenac contributing $350,000. This investment was supplemented with an ICIP grant in the amount of $985,371. As noted above, Frontenac Minor Hockey has indicated that they may be able to help fund an estimated $500,000 to finish renovations to the building's second storey, which would include a bar/social space to include the installation of a fully accessible lift/elevator.

While there is no reported unmet demand for additional ice time, community consultation revealed interest in a new arena. The reasons provided varied and included considerable anticipated growth in women's hockey (as noted above), the perspective that the Frontenac Community Arena is too far from potential users and a general view that a new municipal indoor facility should include an arena.

With respect to the distance factor, providing a second arena solely to convenience users without the demand necessary to support an additional pad would clearly affect the viability of the existing facility due to loss of use to a new location. Similarly, a new municipal facility does not necessarily have to include an arena, unless there is demonstrated demand for an additional ice pad in the market. Unlike historically, arenas are no longer presumed components in recreation complex developments.

Given its ten-year timeframe, the Master Plan considers the potential need for additional ice based on current levels of use and potential growth in ice-based activity.

Appendix E visually depicts the Frontenac Community Arena schedule for the busiest months of the 2019/2020 season (before COVID closures in March 2020).

The schedule shows that the arena is very well used during typical prime times for arenas in general - weekday late afternoons/evenings and weekends. Scheduled time indicates that November is the busiest month. In a typical week, weekday bookings are continuous from 4:30 pm to 9:30 pm every afternoon/evening, and weekend use is continuous from 8:00 am to 9:30 pm every Saturday and Sunday. Use also occurs outside these hours but it varies by day.

From a prime-time use perspective (prime-time use meaning ice time that is regularly in demand by user groups), total weekly prime time is 52 hours using the booked hours on weekdays and weekends noted above. Historically, prime time was generally assumed to be at least 65 hours per week. When viewed in terms of available time at the Community Arena, up to 8.5 hours of evening/night hours are not booked if the arena remains open to 11:00 every night. Regular use of this time would bring total prime time use closer to 65 hours during the busiest month of the season. At the same time, the schedule shows that the ice is very well used throughout the season at peak times. This justifies recent capital improvements to continue the arena's service to the community and plans to finish the second storey to provide an area for social activities.

These findings show that, while use-driven prime-time is essentially at 100% capacity, there is time available to accommodate additional activity within current operating hours, including distributing peak use more evenly over the season. Moreover, operating hours could be extended - including before 8:00 am - if required to provide additional ice time. Resistance from users to early morning ice time has become typical in recent years, although it was previously a common practice. While it may not be desirable, it presents a rational means of increasing ice time for programs that need it.

Maximizing use of available time is essential to guarding against oversupply of facilities in the long-term, maximizing operating efficiencies and meeting municipal fiscal responsibilities to control expenditures. Moreover, as long as there is insufficient unmet demand to support a second ice surface, it would be premature to recommend an additional arena. Extending use of the Frontenac Community Arena, therefore, is a clear option to meeting demand that arises in upcoming years. As is the case now, the Arena Board will monitor and track use levels as indicators to the potential long-term need for a new ice pad to serve this market. If this need emerges, the party or parties to respond can be determined at that time.

F38. Potential need for additional access to ice time should be met through additional scheduling of available time and, if required, extending operating hours in mornings before 8 am and evenings beyond current closing time

F39. The joint Frontenac Community Arena Board monitors and tracks hours of arena use, which can be used to anticipate the point at which unmet demand for ice time is sufficient to support an additional pad in the market, and the approach to responding to confirmed need

F40. Complete the second storey renovations to the Frontenac Community Arena

Table 5-15: Township museums

Space Name & Location	Spaces, Size and Amenities
Bradshaw School House	• Approximately 810 sq. ft gfa • No washroom • Accessible entrance • Generally fair condition; adequately maintained (2016)
South Frontenac Museum	• Approximately 1,100 sq. ft. gfa • No washroom • Accessible entrance • Generally fair condition; well maintained (2016)

Museums

There are two museums in the Township: the Bradshaw School House in Godfrey and South Frontenac Museum in Hartington (see Table 5-15). The Bradshaw Schoolhouse comprises a one storey building. It is believed to have been constructed in 1903 and enlarged/renovated in the early 2000s. The basement level comprises a number of rooms that are either not being used or are providing storage space (BCA report, 2016). The School House does not operate regularly as a museum.

The South Frontenac Museum comprises a single storey building and a basement level and is believed to have been constructed in about 1903, and upgrades/renovations were completed in 2014/15 to house the museum (BCA report, 2016). The South Frontenac Museum Society is very active. The Museum opened its doors at this location in 2015 and the Society has made significant progress to date in curating and exhibiting local history. As discussed in the programs section of the Plan, the Society is beginning to develop satellite programming in the community.

The BCA reports suggest that it will be almost twice as expensive to retain the School House as it will be to keep the Museum. At the same time, both facilities need work. At minimum, both require indoor washrooms. It appears, however, that only the South Frontenac Museum is actively developing its services to the community. Its current Strategic Plan (2020 - 2022) states its four strategic priorities and objectives as:

- Strengthen and expand South Frontenac Museum's capacity to deliver on its vision
- Expand, renew and better structure Museum collections and exhibits
- Attract more visitors - full-time/seasonal residents and tourists
- Connect with educational leaders to develop active learning programs

The Strategic Plan also notes working with the Township on initiatives that include branding for community, economic and tourism development and support for community programming. It also looks to partner with other agencies and groups in mutually beneficial arrangements, noting the potential to work with the Kingston Association of Museums, Art Galleries and Historic Sites (KAM), the Frontenac County Schools Museum, L&A County Museum and Archives and Indigenous peoples in the area.

In terms of facilities, the South Frontenac Museum is at a point where it could use more space to grow and house its collection and develop on-site (in addition to satellite) programs related to the Township's heritage and to accommodate more visitors. As the larger of the two spaces, and progress in fulfilling its mandate in recent years, the South Frontenac Museum should be the focus of future investment in museum services. The Township should consider consolidating the two museums at the South Frontenac site and conducting required upgrades at this location.

Upon this consolidation, the Bradshaw School House should be decommissioned as a Township facility and sold - either to a local community group interested in ownership or on the open market.

F41. Consolidate the Bradshaw School House and South Frontenac museums at the South Frontenac site, conduct required upgrades at this location, and decommission/ sell Bradshaw School House

Table 5-16: Seniors facilities

Name & Location	Size and Amenities
Grace Hall, Sydenham	• Capacity 150 • Operated by South Frontenac Community Services (SFCS) • Fully accessible • Commercial kitchen • Day program for those with dementia, meals on wheels, diner's club, various social/recreation programs, home help etc.

Seniors Facilities

Grace Hall is a well-developed service centre for seniors' programs in South Frontenac. It is the primary provider and there is a strong partnership between South Frontenac Community Services (SFCS) and the Township in this area of service.

Section 4.0 discusses needs for seniors' programming in South Frontenac in partnership with SFCS. SFCS needs additional space to expand its programs to meet unmet current demand and future growth. SFCS should be consulted on all recreation facility development/improvement projects to ensure the needs of the community's seniors are considered and incorporated.

F42. Incorporate seniors' program space requirements in future new/ repurposed facilities

New Multi-purpose Indoor Complex

Existing hubs for indoor non-sport programming leave a gap in the supply of active indoor space in South Frontenac and, depending on how existing halls are repurposed/programmed, arts and culture facilities as well. While there are a number of large not-for-profit spaces in the Township, there is limited municipal space for indoor programming and there is no municipal space for active sport and recreation programming. Although there are many school gyms in South Frontenac, their availability is limited to evenings and weekends (when not occupied by school-related use), and they were completely unavailable throughout the pandemic, staying closed longer than other public facilities. Elementary school gyms are also often too small to accommodate the types of programs, ages and numbers of users that would typically use municipal facilities. In addition, the existing supply does not include state-of-the-art facilities for community programming. Although recommendations regarding renovations and upgrades to municipal halls will improve this situation, a new municipally owned indoor facility that is specifically designed to meet community needs for active recreation will provide the space to grow locally offered programs and activities as the Township develops.

A commitment now to the future development of this facility will help determine the scope of more immediate programming/renovation objectives for Storrington Centre and Glendower Hall, and Fermoy Hall to a lesser extent. This will help ensure that the three facilities together address needs for both active sport and non-sport programs and activities, and that a new facility does not result in an over or under supply of the spaces needed. For example, if Glendower or Fermoy Hall repurposing renovations include studio space for arts programming, it won't be needed in a new facility.

At the same time, the specifics of a new facility cannot be determined without additional work, for several interdependent reasons, each of which is discussed below:

- The community expressed interest in a variety of facilities, all of which would benefit residents, with some requiring major financial commitments
- The 'gaps' that will remain after existing facilities are improved and optimally programmed will be an unknown factor until this work is at least confirmed
- The range in options in terms of design, location, construction and costs of a facility that will suit the community's needs is too extensive to be able to address at a Master Plan level

Facility Interests

When investigating the community's interest in future service development, the household surveys asked residents to select from a list the types of programs and activities in which they would like to participate. The active program/activity interests that would require major indoor facilities or dedicated spaces to accommodate them, and responses to each type, are shown in Table 5-17.

Table 5-17: Facility interests

Programs/Activities of Interest	Online Household Survey	Telephone Household Survey
	% (#) responses	% (#) responses
Activities Requiring Major Facilities or Dedicated Spaces		
Gym sports (e.g., badminton, volleyball)	47% (123)	29% (23)
Court sports (e.g., tennis pickleball)	42% (110)	32% (25)
Arena ice activities (e.g., hockey, icestock, sledge hockey, skating, curling)	40% (105)	29% (23)
Aquatics (e.g., instruction, open swim, etc.)	38% (99)	14% (11)
Individual fitness training (e.g., weights)	35% (93)	14% (11)
Arena non-ice activities (e.g., floor hockey, box lacrosse)	17% (45)	6% (5)
Activities Amenable to Multi-purpose Space(s)		
Group fitness classes	52% (136)	23% (18)
Wellness programs	50% (133)	37% (29)
Visual arts	36% (95)	10% (8)
Social/club activities	33% (86)	6% (5)
Camps	32% (84)	14% (11)
Crafts	28% (75)	6% (5)
Education/self-improvement/interest	24% (63)	10% (8)
Before and after school programs	22% (59)	9% (7)
Performing arts	22% (59)	4% (3)
Martial arts	12% (32)	11% (9)

Additional comments in the online household survey included the following specifically reported facility needs in a community complex: indoor tennis courts (14), indoor pool (11), indoor pickleball courts (8), work-out gym (6), arena (5), gymnasium (4), library (1), gymnastics facility (1).

Among the nine (9) **user groups** responding to the survey question, and selecting among the facilities listed, four groups indicated the need for a gymnasium. Other comments included: two groups mentioned indoor courts; one group noted the need for a fitness facility for dry land training (off-ice).

Focus group participants indicated the need for an indoor/outdoor complex with an arena, two softball fields and two soccer fields.

The Kingston Hockey Development Center reported interest in locating a multi-purpose indoor sports facility in South Frontenac, which indicates the potential for the Township to investigate collaborating with the business community.

New Facilities of Interest

In most communities without these facilities, interest in providing an indoor pool emerges in Master Plan consultations. In South Frontenac, when survey participants indicating interest in new/expanded programs or activities were asked about the types of opportunities they would like to see provided in the Township for members of their households, aquatics (e.g., instruction, open swim, etc.) was the 7th most frequently reported interest in the online survey (37.5% or 99 respondents), and the 8th most noted by 14% or 42 random survey respondents. In addition, 14 people specifically indicated the need for an aquatic centre in additional comments to the online survey.

Aquatic centres are clearly popular and beneficial recreation facilities. They are also very costly to build and operate, particularly for smaller municipalities. Smaller population bases cannot generate the use levels required to offset considerable operating costs, and a general rule of thumb is a minimum market of about 30,000 people to consider the feasibility of providing a facility. With a population of 20,188 (2021 Census) population is considerably below this threshold. A web-based review indicates that, although there are exceptions, most municipalities in Ontario with up to populations of 30,000 do not have indoor pools. Appendix G contains the results of this research and show that while some municipalities comparable in size to South Frontenac provide indoor aquatic centres, they are not the norm and the costs to do so are substantial.

The W.J. Henderson Recreation Centre in Loyalist Township was noted by several respondents to the Master Plan surveys as an example of the type of facility needed in South Frontenac. This Centre includes a 25-metre indoor swimming pool, an arena, and rooms for meetings/small group gatherings. The Lennox and Addington

Library is part of the Centre, and it houses the Recreation Department offices. Despite its size (less that 20,000) Loyalist Township has had an indoor pool for 27 years (i.e., since its population was below 10,000). The library was constructed in conjunction with the pool. The arena is 47 years old.

In recent years, the Township has been moving towards redeveloping the Centre to replace/upgrade its aging infrastructure. Replacing the pool has become the priority. Having reached the end of its lifecycle, its structure and equipment continues to fail beyond the ability of repairs to address. Earlier this year, a cost of up to $25 million was reported as an estimate for the first phase of the Centre's redevelopment and, assuming no government funding is provided, an estimated tax increase of approximately 3.4% will be required to support the annual debt payments for the project. The estimates did not include anticipated annual operating costs, or tax subsidies for which comprise the difference between the total and revenues generated by use. As noted above, however, small population bases do not generate high levels of pool use, which can result in a large annual operating deficit to be carried by taxpayers.

These findings indicate that, given the likely cost of provision and ongoing operation, the Township of South Frontenac should not provide an indoor pool during the term of the Plan. The municipality could consider offering a shuttle service to the nearest indoor pool in Kingston on peak program days to help residents' access the City's services.

Like aquatic centres, single purpose indoor facilities dedicated to tennis, pickleball and personal work-out/fitness programs are typically found in municipalities with larger population bases than South Frontenac. Those who reported an interest in an indoor tennis facility noted a regional lack in supply. If a regional tennis facility was to be considered, it should occur as a broader initiative - likely with a view to supporting sport tourism in the area. Dedicated facilities for all activities of interest, however, are not recommended for inclusion in a Township complex for community-based programming. They can, however, be incorporated as components of multi-functional active sports facilities. Opportunities to do so in South Frontenac are discussed below.

The facility 'gaps' that are evident in South Frontenac focus largely on indoor space for active sports and recreation. At the same time, providing dedicated spaces for specific activities is not warranted for community-based programming. Depending on how they are designed and equipped, multi-functional facilities can accommodate a wide range of active sports and recreation programming, as well as group fitness activities. Collectively, community program/activity interests comprised much that can be offered in appropriately designed space.

Spaces for non-sport programs/activities, as noted in Table 5-17 under 'activities amenable to multi-purpose space(s),' are also needed. It is anticipated, however, that improvements to Storrington Centre, Glendower and Fermoy Halls will address this need to some extent. As this work is undertaken, facility needs for general multi-purpose space or arts-related programming that cannot be met will become clear and can be directed for inclusion in plans for a new indoor facility.

Options and Considerations for Facility Development

Building Options

In terms of need for multi-functional space for active programming, a new facility should accommodate - at a minimum - gymnasium sports/recreation, net court sports and personal fitness training. Although an indoor track did not emerge as a facility of interest in the community, these are becoming relatively standard components of community recreation centres. They offer year-round access to fitness for a wide range of age groups and can be designed for walking only or running/walking. An indoor track is recommended for inclusion in a new facility in South Frontenac. Figure 5-6 shows an elevated track as part of a double gymnasium, which is one design option to provision.



Figure 5-6: Municipal Double Gymnasium with Elevated Track (Edithvale Community Centre, Toronto)

Two approaches to developing a new multi-purpose centre in South Frontenac are outlined below: a 'traditional' structure and an air supported dome structure.

Traditional Structure:

As discussed above, the need for general multi-purpose program space at a new centre will depend on the outcomes of improvements to other facilities, as well as opportunities to cross-program within the centre itself. The need for social 'connection' space is also a consideration in new facility design - both for casual and more organized uses. If included, this would require amenities such as a commercial kitchen, which could also support food/nutrition related programming. Table 5-18 outlines very high-level estimates of space requirements, and the associated capital building cost, which would be further detailed and refined upon a commitment to construction.

Table 5-18: Multi-purpose complex high-level estimates

Centre Component	Approximate size (sq. ft)
Gym/workout room	1,200
Gender neutral wash/changerooms (including showers)	1,500
Barrier-free single washroom	100
Double gym (with integrated track, removable partition, retractable bleachers)	12,500
Commercial kitchen	1,000
Circulation/lobby/reception	2,500
Office, mechanical, storage, custodial	2,000
Sub-total size	**20,800**
Estimated Capital Cost @ $300 psf	**$6,240,000**
Community room/social space (combine with lobby for large events)	2,000
Multi-purpose room (removable partition)	1,000
Multi-purpose visual arts workshop	600
Sub-total size	**3,600**
Total size	**24,400**
Estimated Capital Cost @ $300 psf	**$7,320,000**

A minimum construction cost of $300 per square foot has been used, although it is currently very difficult to anticipate costs given cost increases and fluctuations due to the impacts of COVID-19.

Depending on the components included, the total cost is estimated to range from about $6.2m to $7.3 million. The lower estimate focuses on 'core' active spaces, while the higher figure assumes the need for additional general multi-purpose space beyond that addressed through repurposing/renovations to existing facilities, and improved access to not-for-profit halls.

The totals do not include:

- land acquisition costs;
- soft costs, which are typically 15% to 20% of construction costs;
- costs associated with optimizing multi-uses (e.g., rubberized running/walking track);
- additional costs associated with building design, materials and/or processes to minimize environmental impacts (e.g., net zero design/construction)

As a multi-purpose facility, the gyms are assumed to accommodate a variety of net court sports (tennis, volleyball, pickleball, badminton and basketball), as well as other active recreation uses. Similarly, any multi-purpose rooms that are provided will also serve a variety of uses. As such, equipment, finishes - and particularly flooring - will need to support all intended uses for each space. Multiple uses will also require allocating available time among all users (including community groups, private rentals, program instructors, etc.) sharing the space(s).

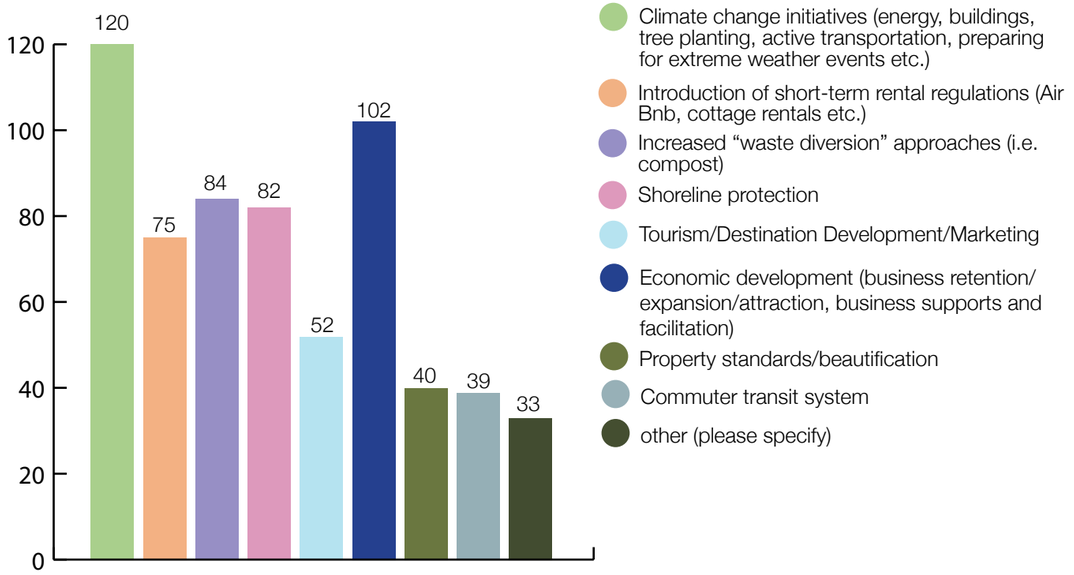


Figure 5-7: Resident Opinion on the Most Important Issues to be Addressed by Council in the Township of South Frontenac.*

*South Frontenac Resident Tax Survey, 2021

Although the above costs do not anticipate those associated with state-of-the-art building efficiencies that are continually evolving, it is interesting to note the increasing importance being attached to these considerations. The Township's November 2021 tax survey of residents included asked respondents to identify up to three priorities for Council's attention in upcoming budget years. As shown below (Figure 5-7) 'climate change initiatives' was the most frequently selected item. This result suggests that residents may be willing to invest more in the design and construction of energy efficient building practices that reduce negative environmental impacts, especially if these costs are offset by decreased operating costs over the life of the building.

Additional considerations include:

- Leasing dedicated gym/workout room to a commercial operator or, if unstaffed, leasing equipment with contract coverage for maintenance and repair
- 24-hour access from the exterior of the building, which would require the ability to close it off from the rest of the complex and ensure safe access to the facility when there are no staff on-site (e.g., ploughed parking and pathways to the entrance in winter)
- The potential to provide additional storage to rent to regular users of the facility.
- Beyond active recreation, other functions of multi-purpose municipal facilities can include emergency shelters/evacuation centres, venues for esports, leased/rent-per-use space for other community/social services, local businesses, etc., all of which would add to the facility in terms of components, amenities and costs to build and operate

The Town of Prescott Ontario recently broke ground in the development of a new multi-purpose recreation complex, which is reported as costing $13.2m to $15m. At the lower estimate, the Town will contribute over $3.5m, with the balance being funded by the Governments of Canada and Ontario. The new complex will include an indoor single ice pad surface with seating capacity of 800 on both sides, a walking track, multiple community rooms with multiuse functions, outdoor softball diamonds and outdoor soccer fields. The land for the centre was donated to the Township. The potential to add a second ice surface will be considered in its design. Other facilities that might be provided in future could include a curling rink, tennis courts and pickleball courts.

Air Supported Dome Structure:

Municipalities are increasingly choosing to house active sports and recreation spaces in air supported dome structures that include artificial turf fields and support a wide range of active sports and recreation uses. One such example is the Russell Sports Dome in the Township of Russell - a relatively new facility. It comprises an air supported inflatable dome structure totaling 59,400 sq. ft. (330’ x 180’ x 54’) with an entrance building of 3,760 sq. ft.

The dome houses an artificial turf playing field; a gym/workout area (cardio, body building, free weights); a multi-sport court (tennis, badminton, pickleball); and a walking/running track. The entrance building comprises separate office and reception areas, an accessible washroom, men’s and women’s change/washrooms and showers, a community room (seating capacity 15), a café, lobby, electrical mechanical rooms and an air lock entrance to the dome. Figures 5-8 and 5-9 are two views of the Dome’s interior. Total construction costs for the facility were $4,021,730.34 (2018). The dome is one component of a new recreation campus in the early development stages that will also include a multi-use building.



Figure 5-8: Russell Sports Dome: workout area, track and artificial turf field



Figure 5-9: Russell Sports Dome: multi-sport court

These types of spaces are conducive to a range uses, depending on local needs and interests, including (but not limited to) drop-in and registered programming such as fitness, parent and tot time, family turf time, senior fitness; rentals for organized community sports/ recreation on courts and fields; golf driving range; open track time; and private rentals for parties.

Additional considerations include:

- As its primary focus is an artificial turf sports field that can be used for other gymnasium-related purposes, it is not comparable to a traditional gymnasium
- Unlike a traditional structure, the interior space is essentially undifferentiated, which limits the range of program/activity types that can be accommodated
- Hydro is a significant operating cost, both for the dome’s air support, and indoor temperature control (heating in winter and air conditioning in summer)

Location and Site Variables

Along with costs, the Township’s size, and dispersed settlement pattern introduces a number of mutually dependent location and site variables for a new centre. In determining the preferred site for a new centre, these variables (and others that may become apparent) would need to be translated into criteria that can be measured based on the relative importance assigned to each. The criteria and their weighting should be developed in consultation with the community.

Variables related to proximity to users include:

- Proximity to existing and future residential populations
- Travel time from settlement areas
- Proximity to other compatible uses (e.g., parks, schools)

The above noted variables consider proximity to both residents and other likely concentrations of users, as well as a strictly geographic location in relation to travel time.

Regardless of where a new complex is developed in South Frontenac, it will not be close to all potential users. The community had many suggestions on where it should be located including: Sydenham/High School, Harrowsmith (mentioned several times), Battersea, Rutledge Road and Perth Road, the empty quarry site in Hartington, north of Perth Road, Sunbury, Inverary, north of Gilmour, old cheese factory site and central site in Township.

In terms of future population, to the east of Sydenham Road there are approximately 250 residential subdivision lots and condominiums currently (May 2021) active in the application, draft or final stage of development. To the west of Sydenham Road, active lots total 34. Population growth in the foreseeable future, therefore, will be concentrated in the east end of the Township.

Facility Co-location and Expansion

- Desirability of co-locating recreation, municipal administrative space and other compatible indoor facilities
- Anticipating longer term development of indoor/outdoor recreation campus
- Leveraging possible joint capital or operating opportunities

These variables consider the potential to co-locate other, compatible indoor and outdoor facilities on a single site. As noted above, a

new centre could incorporate facilities and space beyond those required for indoor active recreation. At the same time, the design and construction of the centre could also anticipate the future addition of new components (e.g., library space) some of which might lead to future cost-sharing agreements.

The potential to integrate indoor and outdoor spaces should also be considered in facility planning and design. A roll-up 'garage' door that connects a gym or large multi-purpose space to an outdoor activity/event space and/or a park area will enhance programming potential.

Although the Master Plan does not anticipate the need for new outdoor playing fields/courts during its term, such needs may emerge later and planning for this eventuality should be considered. It may also have implications for the design of indoor facilities (e.g., anticipating potential washroom access from outdoors).

Land Requirements:

- Availability of sufficiently sized, developable municipally owned land
- Need to acquire/access non-municipal lands
- Site servicing capabilities

All the above variables will affect the need for sufficient space in a preferred location for development. Based on the Master Plan's inventory, the largest municipally owned sites, which are at least partially developed are the arena site (4.32 ha) and Sydenham Point Park (5.44 ha). If Loughborough Public School site is considered in conjunction with the Park, it represents an additional 4.21 ha. The scope of development will also impact the costs of site servicing, particularly at locations that are not part of the municipal water and sewage system.

Ongoing Operating/Asset Management Costs

Ongoing operating costs and asset management requirements will vary depending on the preferred facility option. They are essential to consider as they can be significant, will represent a long-term financial commitment and will need to align with cost recovery targets as per the user fees policy. A pro forma, based on realistic assumptions, that details operating costs and revenues for a period from opening (typically 5 years), can help anticipate the net costs of facility operations.

Need and Budget Driven Planning

The facility options outlined above illustrate two considerably different ways to go about providing an indoor multi-purpose recreation centre, and there are many potential variations within these two approaches. Although needs specific to South Frontenac will be the primary drivers in terms of facilities to be included in a multi-use centre, ideally an estimated capital budget for its development should be set before detailed planning is undertaken. The key reason for this is to be able to optimize available funding in meeting all facility needs, as it will require trade-offs in at the detailed design stage.

The anticipated capital budget should reflect an amount that could be spent without outside grants if none are forthcoming. A pre-determined cap on capital allocation will inform the parameters to be issued in an RFP for a facility feasibility study that are in line with arriving at an affordable concept for South Frontenac that meets community needs. The scope for an RFP for a feasibility study should include an assessment and evaluation of the items discussed above: addressing gaps in available facilities after repurposing and programming are further implemented, building options, location and site variables and ongoing operating/asset management costs.

Building a Base of Facility Use

In the short and medium term, active indoor program development should look at existing gymnasiums. There are seven schools in the Township, of which one is a secondary school. Community use of these facilities appears to be limited. This may be due to unavailability, cost or both. The Harrowsmith Free Methodist Church also has a gym, although it was reported that heating issues make it unusable/difficult to use in the winter.

The Township should first explore the potential to access the Sydenham High School gym for community programming, and to address the heating problem in collaboration with the Church for access to its gym. The Church gym may be able to accommodate daytime programming that cannot occur in schools. Additional access to school gyms should be considered as demand for active programming grows or to improve geographic access to services in different parts of the Township. Further accessing existing gyms in the community to build indoor active programming will contribute to verifying demand for municipal space of this type in a multi-use centre.

F43. Commit to the future development of a multi-purpose hub for active sport/recreation to help determine the scope of more immediate programming/renovation objectives for Storrington Centre and Glendower Hall, and Fermoy Hall

F44. Set estimated capital budget for new municipal indoor multi-purpose hub for active sport/recreation

F45. Establish parameters for feasibility study RFP to assess and evaluate options for an indoor active sport/recreation hub

F46. Investigate the feasibility of increased access to existing gyms for active sports programming

F47. The Township of South Frontenac should not provide an indoor pool during the term of the Plan

F48. Consider offering a shuttle service to the nearest indoor pool in Kingston on peak program days to help residents' access the City's services

SOUTH FRONTENAC

RECREATION, PARKS, AND LEISURE MASTER PLAN

6.0 PARKS, TRAILS AND BOAT LAUNCHES

SOUTH FRONTENAC

6.0 Parks, Trails and Boat Launches

Introduction

This section presents the needs assessment and resulting recommendations for parks, trails and boat launches in the Township. The section is broken down as follows:

- park classification, supply and distribution
- trails
- boat launches
- what we heard
- guiding principles
- considerations for big ticket items
- general and park-specific recommendations

Davidson Beach

6.1 Park Supply and Classification

Inventory

South Frontenac has 17 municipal parks, and three parks owned by not-for-profit organizations (Lions mini-park, Ken Garrett Memorial Park and Bellrock Hall Park). The parks feature open green space, playgrounds, pavilions, basketball courts and beaches. They also include ball diamonds, tennis/pickleball courts, soccer fields and horseshoe pits, which are all discussed in the outdoor facility section of this Plan. South Frontenac residents have access to playgrounds and fields at seven public schools, and trails and natural space at six conservation areas in the Township. The facilities provided at each of these parks are summarized in Table 6.1.

Table 6-1: South Frontenac Parks and Amenities Inventory

Type	Name	Location	Size (ha)	Playground	Benches/Picnic Areas	Washrooms	Volleyball Court	Beach	Ice Rink	Basketball Court	Running Track	Canteen	Off-Leash Dog Park	Horseshoe Pits	Pavilion	Parking
Municipal	Frontenac Community Arena	Godfrey (Piccadilly)	4.36		1				1			1				1
	Battersea Baseball Diamond	Battersea		1	1	1				1		1				1
	Dave Bowes Memorial Ball Park	Sydenham	2.83	1	1	1						1				1
	Centennial Park	Harrowsmith		1	1	1						1	1	1	1	1
	Davidson Beach	Inverary	4.32		1										1	1
	Gerald Ball Memorial Park	Sunbury		2	1	1				1		1		1		1
	Gilmour Point Beach	Battersea	0.50		1	1		1							1	1
	Glendower Park	Godfrey	1.44	1	1	1				1						1
	Harris Park/Hall	Perth Road		1	1											1
	Inverary Ball Park	Inverary	1.28	1	1	1										1
	Latimer Community Park	Inverary	0.84	1	1					1					1	1
	McMullen Park Beach	Verona		1	1	1		1							1	1
	McMullen Soccer Park	Verona														1
	Loughborough Memorial/Sydenham Point Park	Sydenham	5.44	1	1	1		2			1	1			1	1
	Princess Anne Community Center	Harrington	0.65													1
	Tett Park	Perth Road	1.55	1	1											1
	Wilmer Ball Park	Wilmer	2.83	1	1	1						1				1
	Total Municipal		**26.04**	**13**	**15**	**10**		**4**		**4**	**1**	**8**	**1**	**3**	**6**	**17**
School Boards	Harrowsmith Public School	Harrowsmith	3.66	2						2						1
	Loughborough Public School	Sydenham	4.31	2						4						1
	Perth Road Public School	Perth Road	4.87	2						3						1
	Prince Charles Public School	Verona	3.01	1						1	1					1
	St. Patrick's C.S.	Harrowsmith	2.25	2						2	1					1
	Storrington Public School	Battersea	4.94	2	1		1			4	1					1
	Sydenham High School	Sydenham	1.33		1											1
	Total School Boards		**24.37**	**11**	**2**		**1**			**16**	**3**					**7**
Non-Profit	Ken Garret Memorial Park	Inverary		1	1	1				1		1				1
	Bellrock Hall Park	Verona		1						1						
	Lions Club Mini Park	Verona		1												1
	Total Non-profit			**3**	**1**	**1**				**2**		**1**				**2**
Conservation Areas	Milburn Creek Property	Battersea	91		1											
	Frontenac Provincial Park	Sydenham	5,214		1	1		1							1	
	Gould Lake	Sydenham	589		1			1								
	Depot Lakes Conservation Area	Verona	1,214		1	1		1								
	Portland Conservation Area	Verona	23		1	1									1	
	Elbow Lake Environmental Education Centre	Perth Road	427		1	1		1							1	
	Total Conservation Areas		**7,558**		**6**	**4**		**4**							**3**	

Park Classification, Supply and Distribution

Classification

A parkland classification system encourages an adequate and appropriate supply of parks in the Township by outlining for each park type: a description, list of features and amenities, the number of hectares currently provided and target uses/users. Table 6-2 details a recommended park classification system for South Frontenac, and organizes the current inventory of parks by the five proposed park type categories: Recreation Hubs and Beaches, Community Parks, Neighbourhood Parks, Parkettes/other and Trails.

Table 6-2: Proposed Park Classification System

	Description	Current Provision	Examples of Design, Facility and Program Considerations	Existing Parks in this Category
Recreation Hubs and Beaches	A park or group of closely connected parks with amenities or facilities that serve the whole Township as well as visitors. Is connected to the trail network, near a major road, may share a site with or abut a recreation facility or school. Generally 4 ha in size or larger.	31.72 ha 1.6 ha/ 1,000 people	Mix of manicured, natural and hardscape Can include sports fields fir for league play, net-sport and multi-use courts, play structures, beaches suitable for swimming, skateboard parks, pump tracks, passive space, trails, gardens, lighting, seating, other supports for special events (stages, electrical hook ups, covered areas etc.). Has washrooms and parking.	Centennial Park McMullen Park Beach and McMullen Soccer Park (Verona Park) Sydenham Point Park Davidson Beach (also called Loughborough Beach) Gilmour Point Beach
Trails	Includes unpaved hiking trails, paved multi-use trials, as well as on street cycling facilities. Can be located throughout the Township, in all types of land uses	NA	Design based on trail type Wayfinding signage, benches, lighting and trailheads with parking, bike racks, washrooms, and mapping	Non-municipal: K&P Trail, Cataraqui Trail, Rideau Trail

Table 6-2: Proposed Park Classification System (continued)

	Description	Current Provision	Examples of Design, Facility and Program Considerations	Existing Parks in this Category
Community Park	A park that serves multiple neighbourhoods, and serve a limited community-wide function. Has some specialized facilities and support amenities. May be near major road, prominent street frontage, may share a site with or abut a recreation facility or school. Generally 2 ha in size or greater.	11.6 ha 0.6 ha/ 1,000 people	Mix of manicured, natural and hardscape Can include sports fields fit for league play, net sport or multi-use courts, play structures, skateboard parks, pump tracks, passive space, trails, gardens, lighting, seating, Has washrooms and parking.	Frontenac Community Arena Park Dave Bowes Memorial Ball Park Gerald Ball Memorial Park
Neighbourhood Park	A park intended to serve the needs of residents within 5 to 10 minutes walking distance, and serve as a neighbourhood focal point. Central to neighbourhood, may be adjacent to schools or other institutions Generally 1 – 2 ha in size	10.6 ha 0.5 ha/ 1,000 people	Mix of manicured, natural and hardscape Informal sports fields/ courts, play structures, passive space, trails, gardens, lighting, seating. May or may not have washrooms and/or parking.	Battersea Ball Diamond Glendower Park Harris Park Inverary Ball Park Latimer Park Princess Anne Community Centre Park Tett Park Wilmer Ball Park
Parkettes/Other	A small park that can be located in any part of the Township, including along trails. Depending on amenities and location, they can serve different purposes. May be integrated with natural areas, trails and/ or historic attractions; high elevation points with scenic views; downtown/mixed-use areas Generally less than 1ha in size	NA	Mix of manicured, natural and hardscape Examples: passive space, trails/paths, gardens, lighting, seating	Bellrock Mill* Petworth Mill*

* The Mills are owned by the Township with plans to develop them as parkettes, however, they are not currently functioning as parkettes

Supply and Distribution

Table 6-3 on the following page shows the current provision of each park type in South Frontenac, and the supply or targets of the same park types in comparable communities. The comparable communities were selected for their size, geography (rural with dispersed settlements) and proximity to another mid to large urban centres (similar to the relationship between South Frontenac and Kingston).

The provision of parks in South Frontenac is on the low end compared to the other municipalities. The total average amount of park provision is approximately 3.4 ha/1,000 people, and in South Frontenac it is 2.7 ha/1,000 people. However, it should be noted that these estimates do not capture access to private spaces and waterfronts; they only consider municipally provided parks. Of each park type, the relative supply of Community Parks in South Frontenac is lowest compared to others.

Table 6-3: Comparison of park provision levels and targets in comparable municipalities

	Provision Level or Target				
Municipality & Population	**Recreation Hubs**	**Community Park**	**Neighbourhood Park**	**Parkette/Other**	**Total (service level or target)**
South Frontenac* 19,900 (2021)	1.6 ha/1,000 population	0.6 ha/1,000 population	0.5 ha/1,000 population	N/A	2.7 ha/1,000 population
Township of King 24,512 (2016)	0.7 ha/1,000 population	1.5 ha/1,000 population	0.8 ha per 1,000 population	N/A	3 ha/1,000 population
Township of Scugog 21,617 (2016)	3.0 ha/1,000 population (combined standard)		1.0 ha/1,000 population	N/A	4 ha/1,000 population
Selwyn Township 17,060 (2016)	N/A	4.7 ha/1,000 population	0.4 ha/1,000 population	N/A	5.1 ha/1,000 population
Township of Brock 11,642 (2016)	N/A	1.6 ha/1,000 population	0.7 ha/1,000 population	0.2 ha/1000 population (Passive Open Space)	2.5 ha/ 1,000 population
County of Brant 36,707 (2016)	1 ha/1,000 population	1.2 ha/1,000 population	0.5 ha/1,000 population	N/A	3 ha/1,000 population
Average	**1.2 ha/1,000 population**	**1.9 ha/1,000 population**	**0.7 ha/1,000 population**	**0.2 ha/1,000 population**	**3.4 ha/1,000 population**

*Note: South Frontenac provision numbers calculated based on the classification system above and estimated park sizes. For park sizes that were not available, provision levels in the relevant category will be higher.

Distribution

Each settlement area is supplied with one or two parks shown in Figure 6-1. Of all areas, Perth Road has the least parkland and public recreation opportunities, with only a playground at Harris Hall and Park, although residents in Perth Road are only a short drive to Wilmer Ball Park.

The issue of park supply and distribution must be considered in South Frontenac's specific context. What is considered good planning practice is often based on densely developed urban areas, and is not necessarily applicable to a low density, dispersed community like South Frontenac. For example, park provision standards for urban communities consider the physical and mental health needs for residents in homes with little or no private outdoor space. This differs considerably from many residents in South Frontenac who have access to more private recreation space (e.g., large lots, waterfront properties). Therefore, the need to supply public greenspace is not as pressing in South Frontenac from a physical and mental health perspective. At the same time, not all residents have adequate access to private outdoor space. Moreover, public green spaces and parks offer more than individual physical and mental health benefits to residents. This includes supporting placemaking and community-building, by providing places for people of all ages to come together and recreate. For this reason, the Township should continue to invest in improvements to existing parks to make them accessible and appealing to all residents.

Given the current supply of parks, which is supplemented by access to private outdoor space, the Township does not need to add any new parks in the near future. However, with upcoming developments, particularly in and near the designated primary settlement areas of Verona, Sydenham and Inverary, the Township should ensure that adequate parkland is supplied to new subdivisions and that any new parks are connected by pedestrian trails or pathways to existing parks, trails and amenities.

Municipal Parks

1 Frontenac Community Arena
2 Battersea Baseball Diamond
3 Dave Bowes Memorial Ball Park
4 Centennial Park
5 Davidson Beach
6 Gerald Ball Memorial Park
7 Gilmour Point Beach
8 Glendower Park
9 Harris Park/Hall
10 Inverary Ball Park
11 Latimer Community Park
12 McMullen Park Beach
13 Point Municipal Park
14 Princess Anne Community Center
15 Tett Park
16 Wilmer Ball Park

Schools Board Parks

17 Harrowsmith P.S.
18 Loughborough P.S.
19 Perth Road P.S.
20 Prince Charles P.S.
21 St. Patrick's C.S.
22 Storrington P.S.
23 Sydenham H.S.

Conservation Areas

24 Milburn Creek Property
25 Frontenac Provincial Park
26 Gould Lake
27 Depot Lakes Conservation Area
28 Portland Conservation Area
29 Elbow Lake Environmental Education Centre

Privately Owned

30 Ken Garrett Memorial Park
31 Lions Club Mini Park

Trails

K&P Trail
Cataraqui Trail
Rideau Trail

Washroom
Playground
Ice Rink/Arena
Beach
Multi-Sports Court
Basketball
Canteen/Kitchen
Tennis/Pickleball
Dog Park
Horseshoes
Pavillion
Volleyball
Running Track
Baseball
Soccer
Settlement Area
Settlement Map
Provincial Park
Lakes/Rivers
Roads
Municipal Boundaries

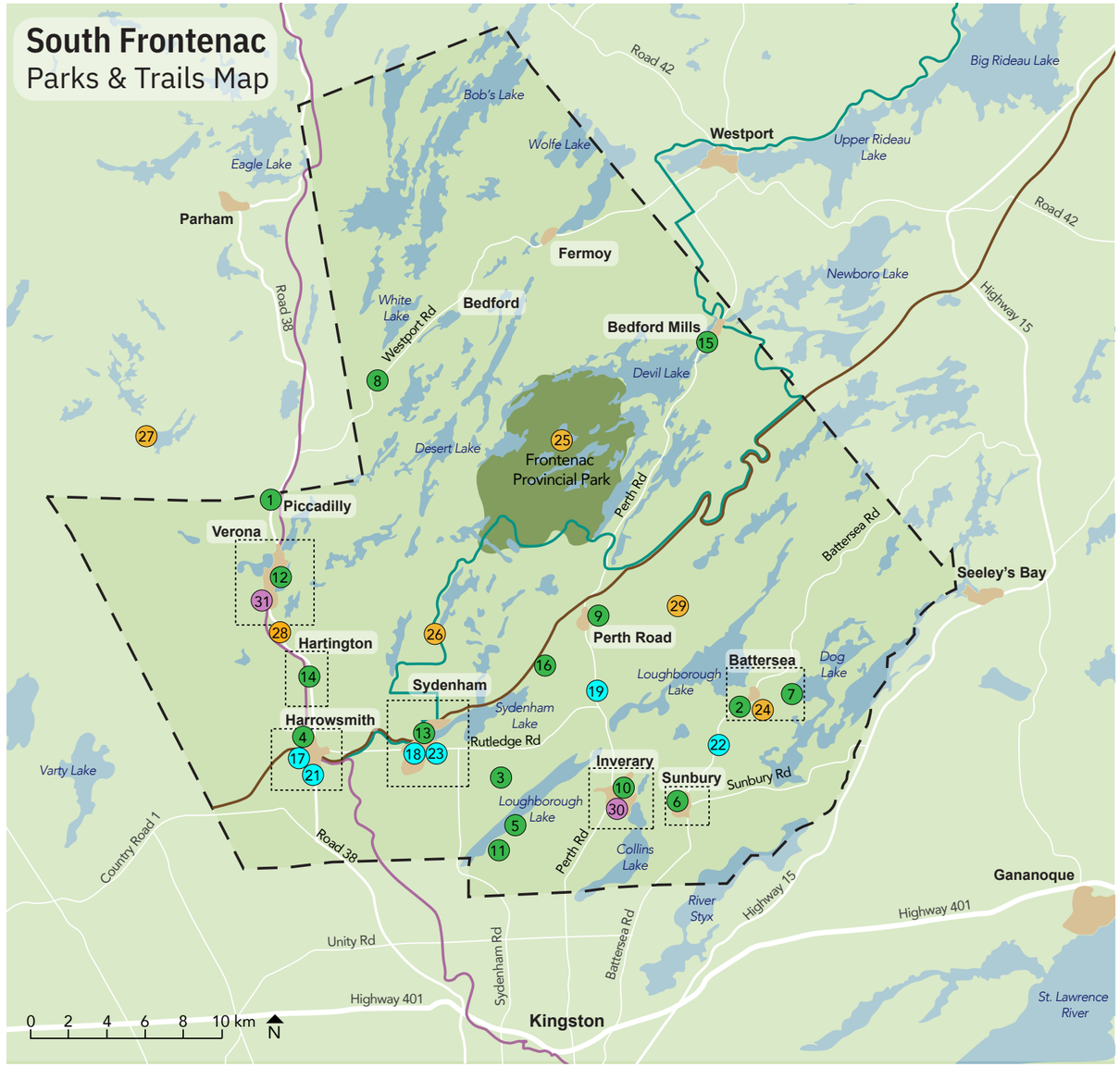


Figure 6-1: Parks and Trails Map

6.2 Trails Supply

Inventory

While the Township does not have any municipally owned or managed trails, it does have three important regional off-road nature trails that pass through its borders: The Cataraqui Trail, K&P Trail and the Rideau Trail. The Cataraqui Trail and K&P Trail are both part of the Trans Canada Trail and follow old rail lines, making them ideal for cycling in the summer and snowmobiling in the winter. The Rideau Trail is a more traditional hiking trail.

Table 6-4 below provides more details on each of these trails. Figure 6-1 on the previous page provides a map of the trails.

Table 6-4: South Frontenac Trail Inventory

Trail/Length/Surface	Start/End	Key Access Locations/ Trailheads	Uses
Cataraqui Trail 39 km Gravel Small section of stone dust	• County Road 1 East to Chaffey's Lock	• Perth Road • Colebrook Road • Road 38 • George Street • Perth road • plus additional minor street crossings	• Hiking • Cycling • Equestrian • Cross Country • Skiing • Snowshoeing • Snowmobile (OFSC trail)
K&P Trail 40 km Gravel	• Vinkle Road (Ontario) to Osler Road	• Oconto • Tichborne • Howes Lake • Vanluven • Verona • Hartington • Harrowsmith	• Hiking • Cycling • Snowshoeing • Cross Country • Skiing • Snowmobiling (north of Verona)
Rideau Trail 80 km Natural Surface	• Cataraqui Trail at Portland Avenue to McAndrews Road	• Frontenac Provincial Park • Bedford Mills • 6767 Perth Road	• Hiking • Mountain Biking • Snowshoeing • Cross Country • Skiing

Cataraqui Trail

The Cataraqui Trail is owned and managed by the Cataraqui Regional Conservation Authority with support from the Friends of the Cataraqui Trail. The trail spans approximately 39 km through South Frontenac and has history dating back to the 1800s with the construction of railways. Originating in Smith Falls, the Cataraqui Trail enters South Frontenac just west of Chaffey's Locks, continuing to Harrowsmith where it connects with the K&P Trail.

This multi-use trail consists of loose gravel with a small portion paved with stone dust between the Loughborough-Portland Boundary Road and Harrowsmith and a short section west of Hogan Road. While a variety of uses are permitted along the trail, including cycling, horseback riding, skiing and snowmobiling, ATVs are not permitted for use. While the trail is well established, due to its rural nature there are only a few locations with ample parking and signage at trail entrances.

K&P Trail

In South Frontenac, this 40-kilometre section of trail offers year-round recreation opportunities. Part of the original Kingston and Pembroke Railway line, the trail is managed by the County of Frontenac and offers both off-road and on-road routes. The trail enters South Frontenac northwest of Kepler and connects with the Cataraqui Trail in Harrowsmith. The trail continues north, passing through the community of Verona and exiting South Frontenac in Piccadilly. A portion of the trail re-enters South Frontenac to the north of Tichborne.

Consisting mostly of stone dust, the trail is relatively flat and is suitable for a variety of users and mobility types. The trail crosses through farmland, forested areas and numerous waterbodies for a diverse canvas of hiking, biking and more. Major trailheads and connections have ample signage and safety measures to protect users. Because it runs parallel to Highway 38, the trail is relatively easy to access, with amenities along its route through South Frontenac.

Rideau Trail

The Rideau Trail, connecting Kingston to Ottawa, passes through South Frontenac for approximately 80 km. Of the three trails in the region, the Rideau Trail offers a more rugged and challenging user experience. While the trail is a hiking only trail, cross-country skiing and snowshoeing is possible in the winter. The Rideau Trail Association maintains the 387 km of interconnected trails through three clubs (Kingston, Central and Ottawa). South Frontenac's section falls under the purview of the Kingston Club.

One of the more notable destinations along the trail is Frontenac Provincial Park, which has many hiking trails as well as camping opportunities. South of Frontenac Provincial Park, the Rideau Trail connects to the Cataraqui and K&P Trail in Harrowsmith before continuing south towards Kingston.

6.3 Boat Launch Supply

Inventory

With more than 75 waterbodies (lakes, streams, ponds, springs), South Frontenac offers ample recreation for watercraft enthusiasts. The Township owns and operates 20 boat launches and provides 3 water access points for small craft users. There are also 5 boat launches that are not owned or maintained by the Township and are not regulated.

Of the numerous water bodies within South Frontenac, the 20 designated boat launches access 14 lakes. The majority of launches are modest in design, with a gravel path that descends into the water. Due to the rural nature of South Frontenac, many of the launches only have roadside shoulder parking and few to no amenities. A small number of the boat launches have wooden docks for launching and provide parking for 5-10 vehicles. Table 6-5 lists the municipal launches, their locations and amenities.

Table 6-5: Boat Launches in South Frontenac

#	Lake	Location	Amenities
1	Bob's Lake	460 Steele Rd	
2	Buck Lake	7930 Perth Rd	• Gravel path to boat launch • Small parking lot • No parking signs along road • No dock adjacent Launch • Boat storage docks
3	Canoe Lake	1130 James Wilson Rd	• Small launch directly adjacent the road • Roadside parking
4	Desert Lake	2460 Desert Lake Rd	• Boat Launch directly off road • Small wooden dock • Shoulder parking
5	Devil Lake	8771 Perth Rd	• Short gravel boat launch • Directly off the road • Shoulder parking
6	Dog Lake (Shipyards)	1863 Wellington St.	• Metal access ramps (old) • Wooden dock (worn) • Gravel parking lot across the street
7	Dog Lake	1830 Hitchcock Dr.	
8	Dog Lake	1519 Ormsbee Rd.	
9	Kingsford Lake	40 Kingsford Lake Dam Rd.	• Part of Frontenac Provincial Park
10	Knowlton Lake	5120 Knowlton Lake Rd.	• Shoulder parking
11	Loughborough Lake	5060 Lower Round Lake Rd	• Small parking lot
12	Loughborough Lake	2250 Water St. (Battersea)	• Long wooden dock • No parking • Signed: "No Power Loading"
13	Loughborough Lake	316 Koen Rd.	
14	South Otter Lake	6473 Salmon Lake Rd.	• Within Provincial Park
15	Sydenham Lake	4410 Point Rd.	• Dock at launch area • Adjacent park and beach • Parking available
16	Upper Rock Lake	4151 Opinicon Rd	
17	Verona Lake	4234 Salmon Dr.	• Small parking lot
18	Verona Lake	4278 Water St.	• Shoulder parking (small)
19	Wolfe Lake	4041 Westport Rd.	• Small asphalt launch • Directly off road • No parking
20	Wolfe Lake	Hanna Rd	

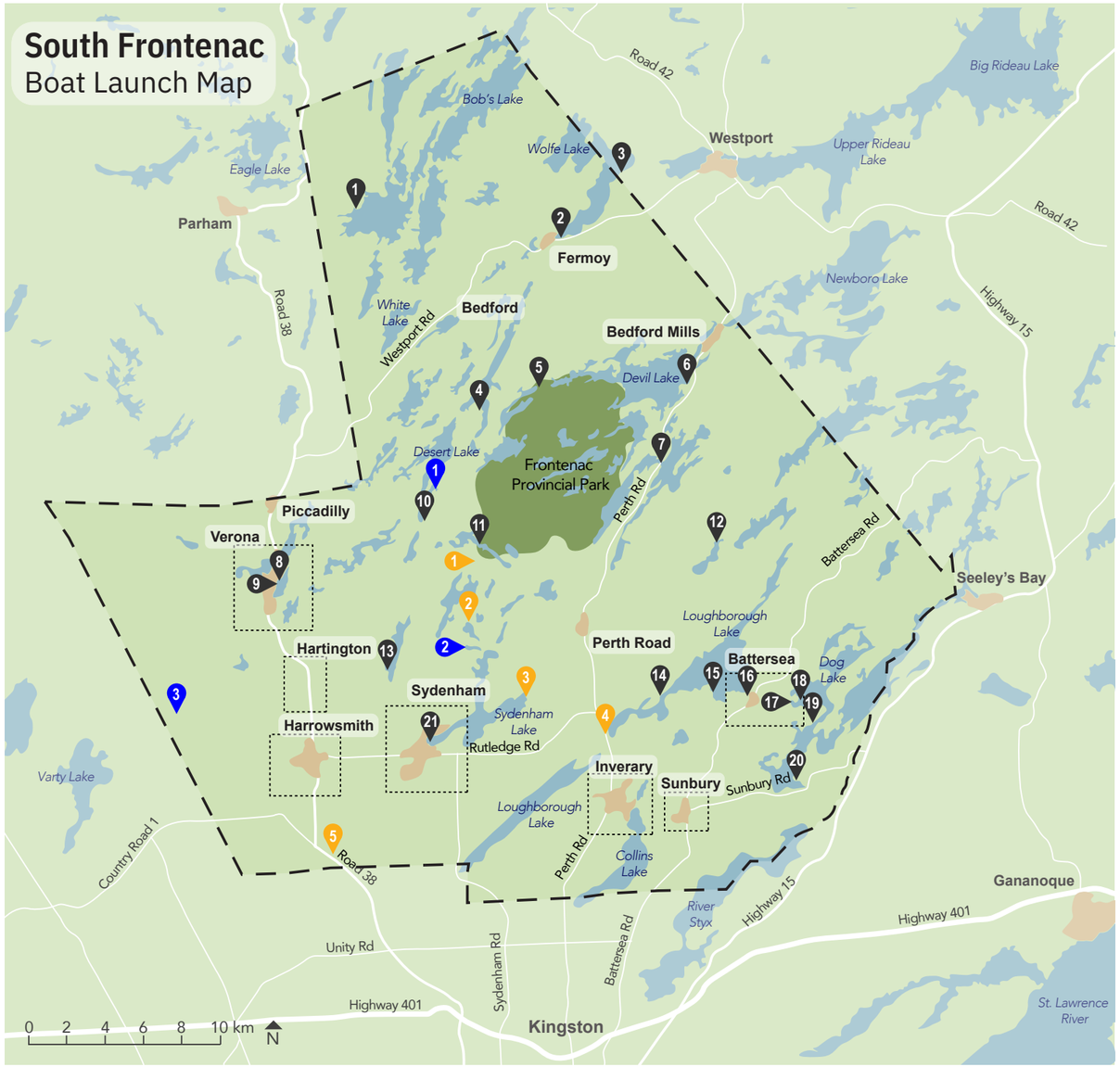


Figure 6-2: Boat Launch Map

Township Boat Launches

1. **Bob's Lake** - 460 Steele Road
2. **Wolfe Lake** - 4041 Westport Road
3. **Wolfe Lake** - Hanna Road
4. **Canoe Lake** - 1130 James Wilson Road
5. **Kingsford Lake** - 40 Kingsford Lake Dam Road
6. **Devil Lake** - 8771 Perth Road
7. **Buck Lake** - 7930 Perth Road
8. **Verona Lake** - 4234 Salmon Drive
9. **Verona Lake** - 4278 Water Street
10. **Desert Lake** - 2460 Desert Lake Road
11. **South Otter Lake** - 6473 Salmon Lake Road
12. **Upper Rock Lake**- 4151 Opinicon Road
13. **Knowlton Lake** - 5120 Knowlton Lake Road
14. **Loughborough Lake** - 316 Koen Road
15. **Loughborough Lake** - 5060 Lower Round Lake Road
16. **Loughborough Lake** - 2250 Battersea Water Street
17. **Dog Lake** - 1863 Wellington Street
18. **Gilmour Point Beach** - 1763 Wellington Street
19. **Dog Lake** - 1519 Ormsbee Road
20. **Dog Lake** - Maple Hill Estates,1830 Hitchcock Drive
21. **Sydenham Lake** - 4410 Point Road

Non-Township Boat Launches

1. **Loughborough Lake** - 4737 Perth Road
2. **Cronk Lake** - 5976 Bedford Road
3. **Sydenham Lake** - Wilmer Road
4. **Millhaven Creek** - 3793 Road 38
5. **Pearkes Lake** - Salmon Lake Road (300m north of outfitters)

Small Craft Launching Points

1. **Mitchell Creek** - 7880 Canoe Lake Road
2. **Napanee River** - 1025 River Road
3. **Little Long Lake** - 5700 Bedford Road

- Settlement Area
- Settlement Map
- Provincial Park
- Lakes/Rivers
- Roads
- Municipal Boundary

6.4 What We Heard

Use

In both random telephone and online resident surveys the large majority of respondents do visit parks facilities (random survey: 73%, online: 91%), and 27% (random) and 8% (online) do not use them[1] (Figure 6-3).

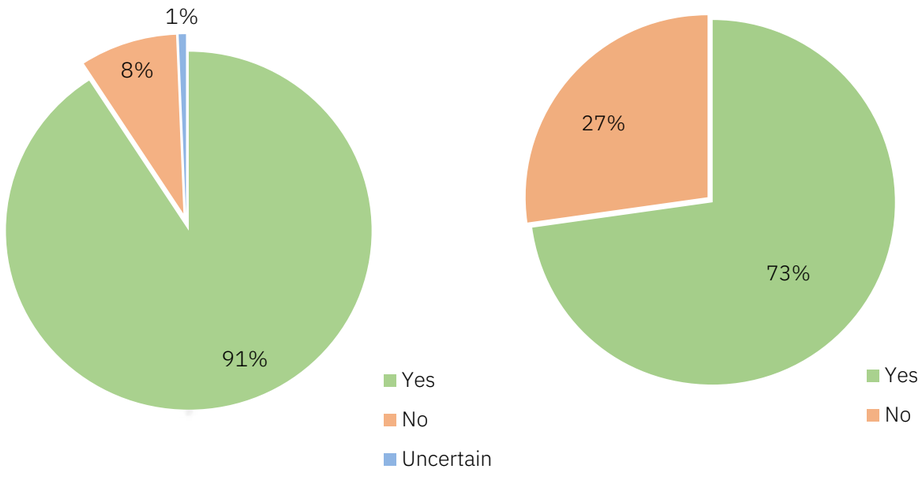


Figure 6-3: Use of parks and facilities from the online survey (pie on the left), and resident survey (pie on the right).

1 Note, the random survey asked if residents used any “facilities, parks or beaches”, and the online survey asked if they used “municipal outdoor facilities, parks or beaches,” so the random survey answer included use of indoor facilities as well.

The random survey asked respondents in which communities they or members of their households use parks and facilities, and the top choices were Sydenham (21%), Verona (19%), Inverary (13%), Battersea (11%), and Harrowsmith (9%). This aligned with the responses from the online survey, with parks in those settlement areas also being listed most frequently (see bolded text in Table 6-6).

Table 6-6: Question 4 from the random telephone survey: At which of the following municipal outdoor facilities, parks or beaches have you or other members of your household participated in organized programs and/or unstructured activities? (please select all that apply)

Park/Beach Name or Location	Settlement	Organized Programs % (#) of Respondents*	Unstructured Activities % (#) of Respondents*	Total # of Respondents
Sydenham Point Beach	**Sydenham**	36.5% (107)	90.4% (265)	293
Sydenham Point Memorial Park	**Sydenham**	46.9% (106)	84.5% (191)	226
Centennial Park	**Harrowsmith**	56.9% (115)	80.7% (163)	202
Gilmour Point Beach	**Battersea**	24.6% (27)	92.7% (102)	110
McMullen Beach Park	**Verona**	28.6% (30)	90.5% (95)	105
Davidson Beach	**Inverary**	5.9% (6)	97.1% (99)	102
Inverary Ball Park	**Inverary**	65.4% (66)	48.5% (49)	101
Battersea Ball Park	**Battersea**	69.9% (65)	43.0% (40)	93
Gerald Ball Memorial Park	Sunbury	59.6% (53)	62.9%(56)	89
Dave Bowes Memorial Ball Park	**Sydenham**	77.4% (41)	43.4% (23)	53
Wilmer Ball Park	**Sydenham**	82.6% (38)	26.1% (12)	46
Tett Park	Bedford Mills	4.0% (1)	100% (25)	25
Latimer Community Park	**Inverary**	41.7% (10)	66.7% (16)	24
Harris Park	Perth Road	53.9% (7)	61.5% (8)	13

*Note: Proportions of respondents are based on the total number using the park or location.

Needs

When asked why respondents do not use parks or facilities, the most common response was that nothing prevents them or a member from their household from participating/ using (random: 50%, online: 52.8%). Other frequently mentioned reasons were (% random survey, % online survey):

- lack of time (14%, 13.6%)
- not being aware (5%, 21.1%)
- programs or activities of interest not being provided (7%, 19.6%)
- having no one to participate with (5%, 4.8%)
- lack of amenities in parks (e.g., Wi-Fi, benches, picnic/shade areas, bike parking) (3%, 12.6%)
- facilities/parks are too far from home (1%, 10.6%)
- too few opportunities for parents/guardians and children to participate together (1%, 8.3%)

Reasons such as 'nothing prevents use,' 'lack of time,' or 'too far from home' may not be reasons the Township can address directly. Park improvements, however, can potentially increase residents' overall use of these assets and may encourage active participation in the majority that now report 'no barriers.' These considerations were taken into account in developing the recommendations provided in this section. Programs, and communications about programs and parks, are discussed in more detail in the programs section.

6.5 Nature and The Outdoors: Guiding Principles for Providing Outdoor Municipal Spaces

This section describes underlying principles to guide park, trail and boat launch provision over the next 10 years. They were identified as being important to the community, and have been applied as key considerations in this assessment and the resulting recommendations.

Environmentally Focused Parks and Waterfront Planning and Management

With over 75 water bodies, a number of conservation areas, and its location within the Frontenac Arch Biosphere, South Frontenac has a wealth of natural resources. It was apparent from consultations with the community for this project, and the newly adopted Township brand, that environmental health is highly valued, and preserving the natural assets of South Frontenac is a top priority. In resident surveys, additional comments often focused on nature and the environment (see Figure 6-4). In the branding survey, which focused on what residents loved about South Frontenac and community identity, the words "nature" or "natural" appeared 140 times; "beautiful" or "beauty" (as words to describe South Frontenac) appeared 202 times; "environment" appeared 20 times; and "lakes" appeared 238 times.

Many communities face concerns over balancing increased outdoor activity with environmental protection. This is definitely the case in South Frontenac where the peace and quiet of the natural environment attracts residents and visitors as much as recreational activities within these spaces do. It is essential, therefore, that environmental well-being assumes the top priority in determining the type and extent of human activity that can occur in natural spaces.

"The natural beauty of the area is what attracted us to the region and is South Frontenac's greatest asset. The long term plan should be striving to preserve/ protect our environment and develop programs/trails/activities that encourage participation and enjoyment while working in harmony with nature."

"All decisions should be made with environmental stewardship and education in mind."

"Please plan in such a way that it protects our environment and the wildlife. Develop policies rooted in environmental sustainability — dark sky policies, recycling, no development on wetlands etc."

Figure 6-4: Comments from Master Plan resident survey



Boat cleaning signage at the Cataraqui Region Conservation Association boat launch on Loughborough Lake

Lake Ecosystem Health

South Frontenac is challenged to maintain the health of its lakes while balancing recreation uses such as boating and fishing. Specific concerns identified during consultations for this project were:

- Litter at boat launches: A need for signage and garbage/recycling receptacles at docks and boat launches
- Transfer of invasive species such as zebra mussels: This can be minimized by washing boats before launching. This can be encouraged and supported by educational signage, and providing boat washing stations where possible.
- Water quality: Addressing runoff from farms (phosphorus) and roads (sodium) in particular, and conducting regular testing
- Noise pollution from motorboats, jet skis, etc.: negative effects on people (particularly those who live on a lake) and wildlife due to excessive noise, which may be reduced by limiting the types of boats allowed on a given water body, or time/seasonal limits.
- Shoreline erosion: reducing runoff and restoring habitat through shoreline naturalization, and sensitive development

It is difficult for the Township to address some of these issues due to the lack of by-law enforcement officers (there are three by-law enforcement officers for the whole County of Frontenac). For example, a by-law could be enacted with accompanying signage restricting the use of motorized boats, or requiring boats to be washed before launching, but with no officers to monitor compliance, its effectiveness would rest on the goodwill of lake users. Education and outreach, therefore, are critical for encouraging the buy-in necessary for lake health initiatives to actually result in behavioural change.

The Sydenham Lake Association, in partnership with the Township, Cataraqui Conservation Authority, County of Frontenac and French Planning Services Inc. developed the Sydenham Lake Stewardship Plan in 2017. The Plan details six goals for maintaining healthy lakes: water quality, natural environment, water levels, climate change, land use and development and social and recreational activity. Under these headings the Plan addressed the concerns described above and others, with concrete actions to take in the implementation plan. This Plan can be used a guide for all lakes in the Township.

In addition to the Sydenham Lake Plan, the Township has taken steps to address these concerns through the establishment of the Lake Ecosystem Advisory Committee, whose purpose is to "support the health and welfare of the Township's lake ecosystems and the enjoyment and use of those lakes by residents, visitors and future generations" (Lake Ecosystem Advisory Committee Terms of Reference, 2020, p 1). The Committee comprises the Mayor and two Council members, a maximum of six Lake Association members, a maximum of two citizens, and three non-voting positions held by the Township's Director of Development Services (or designate), the Director of Public Services (or designate) and a representative of a local Conservation Authority (or designate). A duty of the Committee is to "host an annual Lake Associations Forum where members of local Lake Associations and other lakeshore residents can network with one another, share best practices, voice common concerns, discuss emerging trends and provide feedback to the Committee regarding Township policy, strategic plans and budgets" (Lake Ecosystem Advisory Committee Terms of Reference, 2020, p 1). Having been established in 2020, the effectiveness of the Committee at addressing these concerns cannot be gauged, but it appears to be a step in the right direction to ensure that lake ecosystem issues remain top of mind.

Lighting

The Township is undergoing an LED outdoor lighting retrofit project, replacing incandescent outdoor bulbs on streets and in parks with more efficient LED bulbs. This is a simple and effective way to model environment-first park management, by reducing energy use related to parks and outdoor facilities in the Township. Maintenance costs are also reduced since the longevity of the bulbs requires less frequent replacement.

Solar lighting is a second option to consider. A challenge associated with solar lights has been that the lights lack the ability to retain their full intensity for the duration of the night. This may not be an issue for parks and facilities that are officially open/used until 11:00 pm. However, if the purpose of the lights is for safety and they need to remain bright all night, it may be problematic. Solar technology is evolving quickly, and it is now possible to address this issue by setting lighting profiles: pre-set schedules that dictate when the lights operate and their brightness, and the ability to switch to a motion sensor setting during the least used hours of the night.

The cost to use traditional vs solar lighting is project specific. The number of lights required and availability of hydro on site needs to be considered. In a situation where there is no existing electrical service and only one or two lights are required, solar is likely more cost effective. When power is readily available, and multiple lights are required, the payback on solar will be significantly longer and the return on investment may be beyond the life of the constantly advancing technology.

Managed Naturalization

Many parks in South Frontenac contain significant areas of mown grass that is not used for active or passive recreation purposes. Turf areas require significant resources for regular maintenance and provide minimal ecological benefit. Replacing some turf areas with other more diverse types of planting would provide a range of ecological benefits as well as reduce the cost and maintenance burden associated with turf grass. During the spring and summer months, significant staff resources are applied to grass mowing, with staff and equipment employed full time to cut grass throughout the Township on a rotating schedule. In addition to direct costs, already limited staff are precluded from undertaking other important tasks.

Naturalization is the process of allowing natural plant growth to occur, while managing that growth typically by removing/limiting non-native and invasive species and planting and encouraging the growth of desired native species. Naturalization is an important strategy for improving ecosystem health, and, in turn, building climate change resilience. Naturalization, for all its benefits, comes with two main challenges. First, some residents interpret naturalized landscapes as messy and unkempt, leading them to complain and lobby the Township to remove them. Second, contrary to appearances, in the early stages of plant growth, naturalized spaces can require more maintenance and specialized knowledge than mowed lawns, increasing demand on already stretched staff resources. However, within a couple of years, naturalized spaces should require less maintenance and resources than mowed areas.

Municipalities are often caught in the middle as they attempt to moderate between residents who dislike naturalization in parks and residents who want more naturalization for its environmental benefits. Joan Iverson Nassauer is a landscape architect in the field of ecological design, who has studied this problem extensively:

> "Novel landscape designs that improve ecological quality may not be appreciated or maintained if recognizable landscape language that communicates human intention is not part of the landscape. Similarly, ecologically valuable remnant landscapes may not be protected or maintained if the human intention to care for the landscape is not apparent. Landscape language that communicates human intention, particularly intention to care for the landscape, offers a powerful vocabulary for design to improve ecological quality. Ecological function is not readily recognizable to those who are not educated to look for it. Furthermore, the appearance of many indigenous ecosystems and wildlife habitats violates cultural norms for the neat appearance of landscapes."[1]

1 Nassauer, J. I. 1995. Messy ecosystems, orderly frames. Landscape Journal. 14(2): pp. 161-170.

A key direction from that paper that can support efforts in naturalization is to implement "cues to care" – actions that increase the intentionality of naturalized spaces so that it is obvious that the space is deliberate, and that someone is caring for and grooming it. Some of these 'cues' or grooming practices include:

- Bold patterns/clean lines: While naturalized areas will naturally drift and change over time, the initial plantings should be laid out and confined to clear patterns or lines. This will help slowly introduce the idea to residents who request neat gardens.
- Bird feeders and pollinator gardens: Bird feeders and plants for pollinators (e.g., butterfly and bee gardens) communicate the intention of the place (a place for nature), and reinforce that it is not abandoned or neglected. Also, encouraging birds could increase wildlife sighting and appreciation by residents.
- Borders: Borders have the quick ability to make any collection of plants look neater, and can be made by fences, plantings, shrubs, or by mowing around the edges.
- Signage: Educational signage describing the plants and/or process in the naturalized area may also help increase community understanding and, therefore, acceptance. Signage should also encourage visitors to stay out of the area, to avoid trampling plants and exposure to ticks.

The Township should implement some of these practices in future naturalized areas to increase resident support and acceptance. Potential sites for naturalization should be chosen in consultation with the community, and certain parks are suggested in the next section on park-specific recommendations. Consultation is an opportunity to educate about naturalization and develop a design plan that pleases residents. A naturalized garden, border or section could be added to almost any park if the resources are available.

Supporting All Season Outdoor Recreation

Residents in the Township value outdoor recreation opportunities in all seasons. Some municipalities help support all season recreation by offering outdoor programs much as South Frontenac has done with its 'Healthy Kid's Park Drop-In Program,' which offers free outdoor recreation activities for children at local parks. Other potential providers of outdoor programming in the Township can access helpful resources from organizations dedicated to parks and outdoor recreation such as Outdoor Play Canada and Park People. For example, Outdoor Play Canada provides frameworks to assist outdoor play practitioners in developing curricula or programs to foster stronger relationships between children and nature.[1]

The Township can further support outdoor recreation in all seasons by providing certain amenities and attractions, such as:

- shelter from sun and rain
- warming stations
- washroom access
- drinking water sources
- lighting
- seating
- winter events and programs
- snow clearing
- designated trailheads

1 https://www.outdoorplaycanada.ca/portfolio_page/the-nature-playbook/

https://www.toronto.ca/ news/city-of-toronto-launches-parksplayto-and-summer-in-the-6ix-to-provide-free-outdoor-programs-for-children-and-youth-in-toronto/

https://www.mississauga.ca/city-of-mississauga-news/news/free-city-program-gets-kids-active-and-outdoors-this-summer/, https://childcarecanada.org/resources/ issue-files/bringing-outdoors-early-childhood-education

https://www.participaction.com/en-ca/ resources/children-and-youth-report-card

Shelter from Sun and Rain

As a matter of public health and safety, adequate shade needs to be provided in each park, either through tree canopy or a built structure. This is particularly important in playgrounds where young children and their caregivers often spend considerable time, and where scheduled sports games and practices take place.

Strategic tree planting should be a priority for the myriad benefits provided (e.g., shade, carbon sequestration, stormwater management, etc.). In the immediate and short term, however, shade structures and pavilions should also be provided, as trees will take years before reaching maturity and offering the benefits of shade. Larger pavilions intended for groups/special events can both encourage use of parks and help offset costs of providing shade structures.

Warming Stations

A warming station is a partially or completely enclosed space that is available for people to escape the elements and warm up for a brief time. They can be as large or as small as the site allows and can be heated if connected to hydro. An energy efficient option is to equip the shelter with buttons to turn on a heat source for a set period of time, as has been done with some GO Transit shelters. This ensures the heat is only running when people are using it. In South Frontenac, warming stations would be suitable at main trail heads, and at any major park in which year-round use is the focus of future improvements and programming.

Washroom Access

Washrooms are currently provided at most of South Frontenac's larger destination parks open in the summer months, where park use and activity supports the larger community. Washrooms should also be provided at primary trailheads whenever possible (e.g., at the intersection of the K&P and Cataraqui trails on Road 38, Cataraqui trailhead across from Foodland). This may be accomplished through the provision of portable toilets, especially when water and sanitary service is not available. Where feasible, washrooms should remain available year-round, particularly at parks that are the focus of efforts to grow winter programming/activities. For built facilities that are not winterized, portable toilets (i.e., "Porta Potties") can be provided during winter.

Drinking Water Sources

Providing a source of drinking water at parks allows people to increase the length of time they stay and can help prevent heat-related illnesses in hot weather. Drinking water is especially important in parks with sports and other active facilities that people use for more than an hour or two at a time (e.g., ball diamonds, beaches, skate parks, etc.). In addition, given the rural context of much of South Frontenac, parks are often far from stores where people can purchase water.

As South Frontenac has municipal water servicing only in Sydenham, it could be a challenge to provide drinking water in other parts of the Township. Depending on the location, the Township could assess the feasibility of installing a water tank or connecting to well water in order to provide drinking water at a park.

Lighting

At this latitude, winter days can be fully dark by 5:00pm. In order to encourage use of parks and facilities in winter months, this should be taken into account to ensure selected parks, trails and facilities targeted for winter use are sufficiently lit.

Seating

It is sometimes the practice to remove seating and picnic tables during winter months to protect them from the elements, but seating should be selected and placed so that it can be used all year-round to allow people to sit and socialize outdoors.

Winter Events and Programming

The Township can also encourage year-round use of parks by helping to organize and/or promote outdoor winter events. Examples of outdoor winter events from other cold-climate municipalities include snowman building competitions, 'snow roll' bike rides, musical performances, movie nights, scavenger hunts, etc. with accompanying hot drinks, fire pits, bannock, campfire hot dogs and smores. Food vendors (e.g., kiosks, food trucks) are an excellent way to attract people to parks all year round, while supporting local businesses (if vendors are local). Events should be organized by local community groups and have a local focus as many people do not want to travel far during the winter.

Supporting amenities related to shelter from sun and rain, warming stations, year-round washroom facilities, drinking water sources, lighting and winter events are discussed further in the park-specific recommendations section.

Snow Clearance

Main pathways to amenities should be cleared of snow and ice whenever possible. With limited resources it is not possible to clear all the paths in every park, but winter destination parks (parks with winter activities and amenities) and parks that are used frequently, particularly by seniors or parents with young children, should be prioritized for clearing.

Designated Trailheads

Trailheads that are signed, promoted and maintained year-round (i.e., snow clearing) can help encourage year-round trail use. While the County owns many of South Frontenac's trailheads, the Township can work with the County and promote designated trail access points on the Township's website to help encourage use of these trails. Trailheads may include clear signage at the road, designated parking areas and trailhead signage including a map and trail information regarding permitted uses and level of difficulty.

6.6 Considerations for New Facilities

Outdoor Rinks

Community interest in outdoor rinks appears high, based on interviews with Township staff, and many comments received in the online resident survey requested outdoor rinks or skating trails. There are currently no outdoor rinks in the Township, however, the new ice stocksport pad in Centennial Park has the capacity to be flooded.

Fire Hall Rinks

A barrier to creating rinks in the Township is that there is no municipal water service outside of Sydenham. If Fire Hall volunteers are willing to partner, this problem could be addressed as they could help flood the rinks using a water tanker. In addition to partnering with a Fire Hall, it is ideal for any natural rink added to a community to be volunteer led. If the Fire Hall volunteers agree, the Township can set up the boards for the rink, and from there Fire Hall and community volunteers would flood and maintain the rink throughout the winter. The location of the rink would depend on the willingness of Fire Hall volunteers to partner, and the presence of a willing group of community volunteers. If the rink is successful after a couple of seasons, amenities such as seating and a warming hut could be added.

Parking Lot Rinks

Another option is to create a flooded rink in a parking lot near a water body. This has also been done in the Township of Lake of Bays to create a skating loop in a parking lot near a river. Sydenham Point Park would be an ideal location for this as the parking lot near the boat launch is close to the water (making it easier to pump water from the lake), and would fit within the park's role as a community hub.

Determining Rink Type and Location

To determine which type of rink to pursue, and the location, the key considerations would be:

- Adequate space for rink
- Water source
- Supporting amenities (parking, lighting, shelter, access to washrooms)
- Insurance approval

Table 6-7 compares a number of options in relation to these points.

Table 6-7: Considerations for possible outdoor ice rinks

Park/site	Adequate Space?	Water Source?	Supporting amenities	Insurance Approval
Centennial Park	Yes, on the new stocksport lanes	Fire truck	• parking, washrooms (would need to be winterized), seating recommended comfort/ warming station	Approved/not needed
Fire Hall	To be determined by site visits	Can be trucked in using fire tank	• None existing • If successful and with adequate space, potential for parking, seating and warming station	TBD
Sydenham Point Park – parking lot	Yes, in the parking lot	Can be pumped from lake	• Washrooms, parking, potential to warm up in library if open	TBD

A particular location or rink type is not recommended here, as the Township will need to investigate further (e.g., insurance requirements, willingness of fire halls to partner, etc.). The location that is chosen for a permanent ice rink feature should be considered a 'winter destination,' and the Township should provide amenities to support winter use as described above in the section on supporting all season recreation.

Skateparks and Pump Tracks

There are no skateparks or pump tracks in the Township. A skatepark feasibility study commissioned by the Township in 2019 estimated the cost for a new skatepark to be around $500,000; however, the actual cost could vary significantly depending on the size, site, type, etc. Feedback received from focus groups, interviewa and the resident surveys for the Master Plan indicated that there is still community interest in developing a skatepark or pump track. Consultations indicated the community is interested primarily in independent/self-directed recreation opportunities, and that more activities for children and teens are needed. A skatepark and/or pump track would fulfill both needs.

The key considerations are the type of facility and where it should be located:

1. Facility type: A skatepark generally has a variety of ramps, rails and sometimes bowls, and can be used with skateboards, scooters and roller skates/blades. Skateparks can be fixed (e.g., poured concrete, permanent structures) or portable. Portable skateparks can be moved to different locations in the Township. A pump track is a circuit with hills usually used by bikes and scooters. It can be permanent (built into the terrain, a dirt surface or paved), or portable (a plastic structure assembled and secured on top of a surface). Pump tracks are typically less expensive to construct than skateparks; however, if designed from earth mounds, they will require more routine maintenance.
2. Location: Per the discussion in section 1.0 on recreation hubs, new major facilities should be grouped together, and should be in a location that is easily accessible to a significant proportion of the population. In South Frontenac, this is a challenge since population is dispersed. Most parks and facilities are concentrated in the western half of the Township, including the two main hubs, Centennial Park and Sydenham Point Park. Of the two hubs, Centennial Park has space to accommodate a skatepark or pump track, while Sydenham Point does not. McMullen Soccer Park, also in the western half of the Township, and Inverary Ball Park and Gerald Ball Memorial Park on the eastern side, are also potential locations. Table 6-7 below outlines the rationale for considering each of these locations.

Table 6-8: Rationale for developing a skatepark or pump track at South Frontenac parks

Park	Settlement and location considerations	Rationale
Centennial Park	• In Harrowsmith, a secondary settlement area, but near to Sydenham, a primary settlement area • Contributes to building this park as a focal point/hub for recreation in South Frontenac • Some residents may feel that recreation opportunities are being focused in one area, and neglecting other settlements with fewer amenities	• Close to population centres Harrowsmith and Sydenham • Has ample space for a new facility • Complements other potential new developments at the site including the proposed campground (activity for kids while camping) and potential connection to K&P trail (bike the trail to the park to visit the pump track) • No nearby houses to be disturbed by noise • Has washrooms and ample parking
McMullen Soccer Park	• In Verona, a designated primary settlement area • Verona is undergoing a housing study and will be seeing population growth in the near future • Some residents may feel this is too far north, and not accessible to many in the Township	• Contributes to revitalizing this park, and increasing use • With the soccer fields intact, there is not enough space elsewhere to accommodate another facility • Has washrooms and parking (though limited)
Inverary Ball Park	• In Inverary, a designated primary settlement area • Adds an amenity to the eastern side of the Township that currently has comparatively fewer recreation opportunities	• Has some space near the parking lot and playground; however, this space is identified as a potential location for additional pickleball courts if needed in the future • Close to population centres Inverary, Sunbury and Battersea • The Storrington Lions approached the Township during the development of this Plan, stating their interest in working with the Township to develop a skatepark in Storrington District (which includes Inverary, Sunbury and Battersea) • Has washrooms and parking
Gerald Ball Memorial Park	• In Sunbury, a secondary settlement area, but near the primary settlement area of Inverary • Adds an amenity to the eastern side of the Township that currently has comparatively fewer recreation opportunities • New residential developments near the park	• Open space available at park • Close to population centres Inverary, Sunbury and Battersea • More population coming to Sunbury with new residential developments • The Storrington Lions approached the Township during the development of this Plan, stating their interest in working with the Township to develop a skatepark in Storrington District • Has washrooms and ample parking

Each location has its own set of benefits and drawbacks. However, Centennial Park and Gerald Ball appear to outweigh the other options: Centennial for its proximity to larger populations, and suitability as a recreation hub; and Gerald Ball for its proximity to upcoming developments, and the ability to partner with Storrington Lions. In this case, the Township could consider a pilot project with portable equipment set up for a year at each location to test out the success and suitability of the sites. The Storrington Lions could be approached to partner in this project to help purchase the equipment, and the Township would be responsible for moving and installing the equipment. Once the location is settled on, the Township could consider adding a second location in the mid- to late-term (a skatepark in one location and pump track in another location). Once installed, these facilities are low-cost and low- maintenance, and offer free, unstructured recreation opportunities for all ages.

Obstacle Course Playgrounds

Obstacle course playgrounds offer more than the typical climber/monkey bars/slide/swing combination of most playgrounds, featuring, for example, larger/longer climbing courses, rock walls, zip lines and other features. An added benefit of obstacle course playgrounds is that they are more appealing to older children than a traditional playground, and come in different sizes for different age group. Obstacle courses would be suitable to be added to recreation hubs or community parks, such as one of the skate park/pump track locations discussed above, or Sydenham Point Park. Once the Township has determined the location(s) of the skatepark and/or pump track in partnership with the Lions club and local communities, the location of the obstacle course playground(s) can be determined.

Splash Pads

Developing a splash pad in the Township has been a persistent request from residents, and in 2018 the Township completed an informational report on splash pad feasibility.

The report compared costs of splash pads at other municipalities, and discussed the benefits and risks of developing a splash pad in the Township. It also outlined locational considerations and identified Sydenham Point and Centennial Park as prime locations.

The main concerns with developing a splash pad are the significant cost to construct and maintain, amount of water use and required access to a municipal (potable) water source. Based on the 2018 Feasibility Report, and our own experience, we would recommend a splash pad that uses fresh water and discharges to the sanitary sewer system rather than a recirculating system.

If the Township chose to go ahead with a splash pad, Sydenham Point would be ideal in order to be able to connect to the municipal water system. While Centennial has ample space and parking and acts as a recreation hub (as does the Point), it does not have municipal water and thus excludes it as a possibility.

The Township can also offer other water-based activities that are more affordable to provide, and take advantage of the many natural bodies of water available, like beaches/swimming areas, wakeboard cable parks or floating playgrounds, as discussed below.

Wakeboard Cable Park

While currently more popular in Europe, water cable skiing is growing in North America and Ontario. It consists of a cable connected to a motor that can pull a water skier or wake boarder over the water along a route that may be 10 metres wide by 300 metres long. In comparison to being pulled by a boat, this system has numerous advantages such as costs, noise, space requirements, capacity for riders and safety. The infrastructure required for a water cable park includes a power source, a cable connected between two poles, with one pole on land and the other in the water. Floating obstacles (such as ramps) and buoys to demarcate the course are also provided. The system requires an operator to control the speed of the cable, with additional staff to assist with ticket sales and lifeguarding. The Township would need to determine its position on this type of recreation and other potential revenue-generating public/private partnerships, and develop associated policy.



Wakeboarding

Floating Playground

Over the last few years floating playgrounds have become a common feature in many of Ontario's waterfront communities and resorts. Floating playgrounds can range in size and complexity but typically include inflatable elements anchored approximately 20 to 50 metres offshore in deeper water. They may include slides, trampolines and climbing structures of various sizes to accommodate different ages and abilities. Various companies own and operate these facilities and lease the space from the municipality in exchange for being able to charge for the public to use the playground. As part of the agreement lifeguards and staff are provided by the company. If successful, this type of arrangement may generate revenue for the Township. As mentioned above, there needs to be discussion and development of a Township policy on whether to support this type of recreation as well as other revenue-generating public/private partnerships.



Floating playground

6.7 General Park, Trail and Boat Launch Recommendations

Access and Accessibility

Parks need to be upgraded over time to address needs for accessible and safe paths of travel, connections and entrances to on-site buildings (e.g., washrooms, change rooms), and other amenities. Infrastructure must meet AODA requirements regarding seating (benches and picnic tables), playground equipment, playground safety surfaces and pavement surfaces/paths of travel (including tactile warning strips, handrails and ramps). The Township is in the process of making accessibility upgrades to parks as part of ongoing maintenance and upgrades.

Priority should be given to improvements to parks based on public/user safety and accessibility as per the Canadian Standards Association's requirements (CSA) and Accessibility for Ontarians with Disabilities Act (AODA) requirements. This includes but is not limited to:

- playground safety (protective fall surfaces and CSA-approved equipment)
- accessible routes through parks
- seating (location and configuration)
- wayfinding, signage and user information

PK1. Continue to make required accessibility upgrades to parks (including playground safety, routes and wayfinding, seating, shade and bicycle parking) as part of ongoing maintenance and upgrades

Signage and Wayfinding

As a general rule, signage should be provided along major routes, at park, heritage site, trail, boat launch and facility entrances, and throughout the sites as needed. Signs should be AODA compliant. Aside from increasing awareness and user experience, signs contribute to building the community's sense of place when consistent, unique signage is used throughout the Township. South Frontenac recently completed a branding study and developed a new logo to highlight unique aspects of the community: the Canadian shield, lakes and waterways, rural land and soil, and community. The Township should develop a consistent sign design for parks, trails, boat launches, facilities and heritage sites that reflects its brand.

A signage and wayfinding strategy should be developed, which outlines a hierarchy of signs, content, where signs should be located, graphic standards (fonts, colours, icons, etc.), materials and installation details. Where the signs will interface with other jurisdictions, the strategy should be developed in consultation with stakeholders, landowners and public authorities to ensure a coordinated approach. Once the strategy is in place, signs would be fabricated and installed in a phased approach and as part of separate projects and initiatives, many of which are described in this Plan. These could include, but is not limited to, park, trails, boat launch improvements, trailheads and other municipal infrastructure improvement projects.

PK2. Develop and implement Township-branded signage and wayfinding at Township parks, trails, boat launches, facilities, heritage sites and main arterials

Policies

The assessment identified four new park/trail/boat launch policies that are needed to support the Plan's recommendations and implementation.

'Environment First' Park and Waterfront Policy

The actions discussed previously in the environmentally-focused parks and waterfront planning and management section (protecting lake ecosystem health, energy efficient lighting and naturalization) should be formalized in an 'environment first' policy to support their implementation and maintain their priority. The policy could include a vision statement for the department affirming the commitment to environmentally focused park development and management, and act as a guide for future decisions. Such a policy should be developed in consultation with the community to ensure local environmental concerns are addressed (beyond the three discussed here), and residents understand and support intended directions. The development of the policy is also an opportunity for education and buy-in for environmentally responsible practices, as discussed previously.

PK3. Develop an 'environment first' policy to support environmentally focused park and waterfront development and management.

Community Gardens and Orchards

Opportunities for community gardens or edible fruit tree orchards are discussed in detail in the Park-Specific Recommendations section 6.8. Community gardens or orchards require a partnership with community groups or volunteers to help establish and maintain them, and get the most benefit out of the project. For this reason, before edible fruit tree orchard and community garden projects are initiated, a policy should be developed outlining, at minimum, site selection criteria, approved species (for trees) and roles and responsibilities pertaining to supplies, construction, operations, maintenance and programming. The policy may include a contract to be signed by relevant parties to ensure that trees and gardens are properly cared for.

PK4. Before undertaking an edible fruit tree or community garden project, the Township should develop a policy to clarify goals/objectives, roles and responsibilities.

Revenue-Generating Park Experiences

The Township should have an interdepartmental discussion (e.g., including Economic Development) to determine if and how to approach revenue-generating and/or tourism-focused park experiences. Typically a revenue-generating park experience is unique, exciting, marketed heavily and therefore attracts tourism. The wakeboard obstacle course and floating playgrounds discussed previously are two examples. Before making any decisions on providing such a facility with a private partner, the Township should develop a policy outlining the aim, partnership stipulations and location considerations at minimum.

PK5. Develop a policy to guide future decisions on revenue-generating park experiences

Emergency and Safety Policies and Procedures

Emergency and safety policies and procedures are essential to ensure recreation programs and events in South Frontenac are enjoyed by residents and visitors in a safe environment.

The Township has procedures and policies in place to improve the safety of camps facilitated by the Township of South Frontenac, including the Missing Child Protocol and Staff and Child Protocol, which provide steps and guidelines for the Township to handle some emergency situations (e.g., search site practices, etc.).

There are opportunities for policy and procedures to be improved to establish universal protocols that cover all recreational programming beyond just camp and swim programs facilitated by the Township, to include any program or event taking place in a municipally-owned facility or park.

In addition, a universal emergency plan would be useful for not only municipal recreation purposes, but the operation of any program/activity occurring on municipally owned property. The Plan should provide direction to handle situations pertaining to medical emergencies, natural disasters, power failure, fire, lockdown safety, etc.

With regard to COVID-19 safety, the Township does not have its own specific policies and procedures, but followed Provincial and Federal guidelines (e.g., Ontario Government Protocols – COVID-19 Safety Guidelines for Day Camps[2], Government of Canada - Personal and social activities during the COVID-19 pandemic – gathering in public spaces, 2021[3]). The guidelines provided direction on how to operate recreational programs in municipal facilities and public outdoor spaces during the COVID-19 pandemic (e.g., screening guidelines, cleaning protocols, etc.). The Township should continue to defer to provincial and county guidelines as the pandemic unfolds, as best practices are evolving as new information – and new variants – develop over time.

The Township can also refer to professional bodies like Parks and Recreation Ontario that conduct research and consolidate a list of helpful documents for childcare and recreation providers to consider for reference when developing recreational programming for children. The Provincial government also provided guidance by way of the Ontario's Child Care and Early Years Act (CCEYA): Implementation & Important information for Recreation Providers and COVID-19 Resource Page – Tools for Reopening[4]).

The CCEYA is intended to provide guidelines for childcare centres, providers and recreational child and youth program providers to facilitate programming that supports the health and safety of children, provides oversight of providers and helps parents to make informed decisions about child care[5]. Camp programs and episodic recreation programs (e.g., swim lesson, team sports, club activities, etc.) provided through a municipality would be considered authorized recreational and skill building programs under CCEYA. A program must meet the criteria of structure and peration to be classified as CCEYA program[6].

PK6. Update the Staff and Child Protocol and Missing Child Protocol to be applicable to any programs and events at municipally-owned facilities and parks

PK7. Develop a universal emergency preparedness plan

2 https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/prevention-risks/going-out-personal-social-activities-during-pandemic.html#a9

3 https://www.ontario.ca/laws/regulation/200364

4 https://www.prontario.org/COVID-19

5 https://www.ontario.ca/page/recreation-programs-what-parents-and-providers-need-know

6 https://www.prontario.org/policy/childcare

6.8 Park Specific Recommendations

This section discusses recommendations for specific parks. If a park is not included in this section, it means specific changes to that park are not recommended during the term of this Plan. The general park considerations discussed above apply to all parks, including those not listed here.

Centennial Park

Centennial Park is the largest park in the Township, with a variety of facilities and amenities. It should continue to be maintained and developed as a focal point for the whole community. The Park has two ball diamonds, two full soccer fields (and three mini fields), new stocksport lanes, pickleball courts, washrooms, a playground, a dog park, a pavilion, open green space and pathways throughout (see map in Figure 6-5). The Park also contains resident mail boxes, resulting in an animated community hub that people visit regularly, even if just to pick up mail. This section focuses on the unscheduled park facilities and amenities, while the scheduled facilities (ball diamonds, fields, pickleball, stocksport lanes) are discussed in more detail in the Facilities section. The Park is well used, particularly the pickleball courts and dog park, and it is anticipated the recently constructed stocksport lanes will be as well. The Park also hosts a small farmers market in the summer in the parking lot. As discussed above under 'outdoor rinks,' Centennial Park is anticipated to have an outdoor rink (in winter on the stocksport lanes) and as such should be marketed as a 'winter destination' park, with winter comfort amenities provided.

Centennial Park

4500 Centennial Park Road, Harrowsmith



Figure 6-5: Centennial Park Existing Amenities

0 75 150 M

Legend

- Roads
- Trails
- Park Boundary
- Passive Green Space

Activities & Facilities

- Washroom
- Playground
- Baseball
- Soccer
- Dog Park
- Pavilion
- Tennis/Pickleball

Existing Facilities

1. Play Equipment: The play equipment is in fair condition, but will need to be updated and replaced in the mid-term. As a recreation hub, it would be suitable as a potential location for obstacle course equipment (Figure 6-6).
2. Pathways and Wayfinding: Movement through the park could be improved with better connections between pathways, and additional directional and informational signage (Figure 6-7).
3. Stocksport lanes: This pad was designed specifically for stocksport/ice stocksport, but can also be used in the summer for sports and events and in the winter as a skating rink. This new facility was opened August 2021. The Township is planning to erect a roof over the rink in 2022. A roof will support events and programming use of the space and ice formation in the winter. The Township should also provide hydro to facilitate programs and events such as stocksport tournaments, farmers markets, food vendors and community events, as well as lighting for using the skating rink in winter months (Figure 6-8).
4. Dog Park: The dog park is reportedly well-used. We received no complaints about the existing park or requests for additional parks (Figure 6-9).



Figure 6-7: Centennial Park Pathways and Wayfinding



Figure 6-8: Centennial Park Multi-Purpose Pad



Figure 6-6: Centennial Park Play Equipment



Figure 6-9: Centennial Park Dog Park

New Facilities and Amenities

1. K&P Trail Connection and Trailhead: The K&P Trail runs to the west of Centennial Park, and is separated from the park by a section of privately-owned land. There is an opportunity here to address the shortage of trailheads and rest stops by developing a trailhead at Centennial Park. To make the connection, the Township will need to approach the landowner to negotiate access across their property. This may include one of many tools including:

    - Purchase
    - Easement/Right-of-Way
    - Lease/License
    - Land Swap

    The possible alignment of the trail is shown on Figure 6-8; however, through access negotiations, the most desirable route would need to be determined.

    A new pathway/designated route will be required in Centennial Park connecting the existing parking lot to the trailhead, which should be in close proximity to the park washrooms. The trailhead should also include a map, water bottle filling station and trail information regarding permitted uses and level of difficulty.

    The alignment of the proposed new connection, the proposed point of connection and amenities to be provided on the K&P Trail link should be developed in consultation with the County of Frontenac as a partner in the project. This should also include the development of signage on the K&P trail directing K&P uses to Centennial Park as a potential destination and trailhead.

2. Campground: There is a large unused parcel of greenspace in the north-west corner of the Park that has potential as a campground. A campground would help address the need for accommodations in the Township, and would provide a potential revenue stream for the municipality. A campground at Centennial Park is ideal for its proximity to the K&P Trail and other activities at the park for campers to enjoy. Some key considerations concerning the development of a campground include:

    - Completion of a market feasibility study to determine if a campground at this site would fill a need in the region
    - Preparation of a business case for the operation and management of the campground. This may include a consideration of operation models (Municipal owned and operated, Municipal ownership, private operator, Private owner/operators, etc.).
    - Development of a campground concept plan, which illustrates the design and configuration of the campground required to support the business case (number of sites, size of sites (tents vs trailers), associated amenities, etc.)

3. Skatepark or Pump Track: As discussed in Section 6.6, Centennial Park is a potential location for a skatepark or pump track. The Park has the benefit of the proposed connection to the K&P Trail for users, washroom facilities and other facilities nearby that offer opportunities for the whole family while visiting the Park. Another important benefit of the site for a skatepark is that it is far from residential properties, as skateparks can be the cause of noise complaints.

4. Warming Hut: The Township should try to secure funding to add a warming station/ skate change room near the stocksport lanes/ice rink, to build Centennial Park as a winter destination and to maximize use of the new rink. A warming hut will allow users to stay longer and be more comfortable. This also applies to sport teams using the rink, and will make the rink more suitable and attractive for game and tournament play

PK8. Replace the playground at Centennial Park with an obstacle course-type playground

PK9. Develop a path and wayfinding system in Centennial Park

PK10. Add a roof structure to the stocksport lanes/ice rink at Centennial Park

PK11. Develop the proposed trail connection to the K&P Trail and trailhead at Centennial Park

PK12. Conduct a market feasibility study for a municipal campground at Centennial Park

PK13. Implement a skatepark or pump track pilot with portable equipment at Centennial Park

PK14. Develop a warming hut at the stocksport lanes/ice rink at Centennial Park

Sydenham Point Municipal Park

Sydenham Point Municipal Park (also called the Point, Point Park and Sydenham Point) is one of the most used parks in the Township according to resident surveys. It is used by the Township to run swim and day camp programs that are very well attended. It is a community hub with a beach, playground, gazebo, ball diamonds, football field and running track, tennis/pickleball courts, washrooms and a busy boat launch (see Figure 6-10). The Park is beside the Sydenham Library and Loughborough Public School, and collectively these properties create a large public campus. As discussed in section 6.6, it is also a suitable location for winter skating on the parking lot.

Sydenham Point Park

4410 Point Road, Sydenham

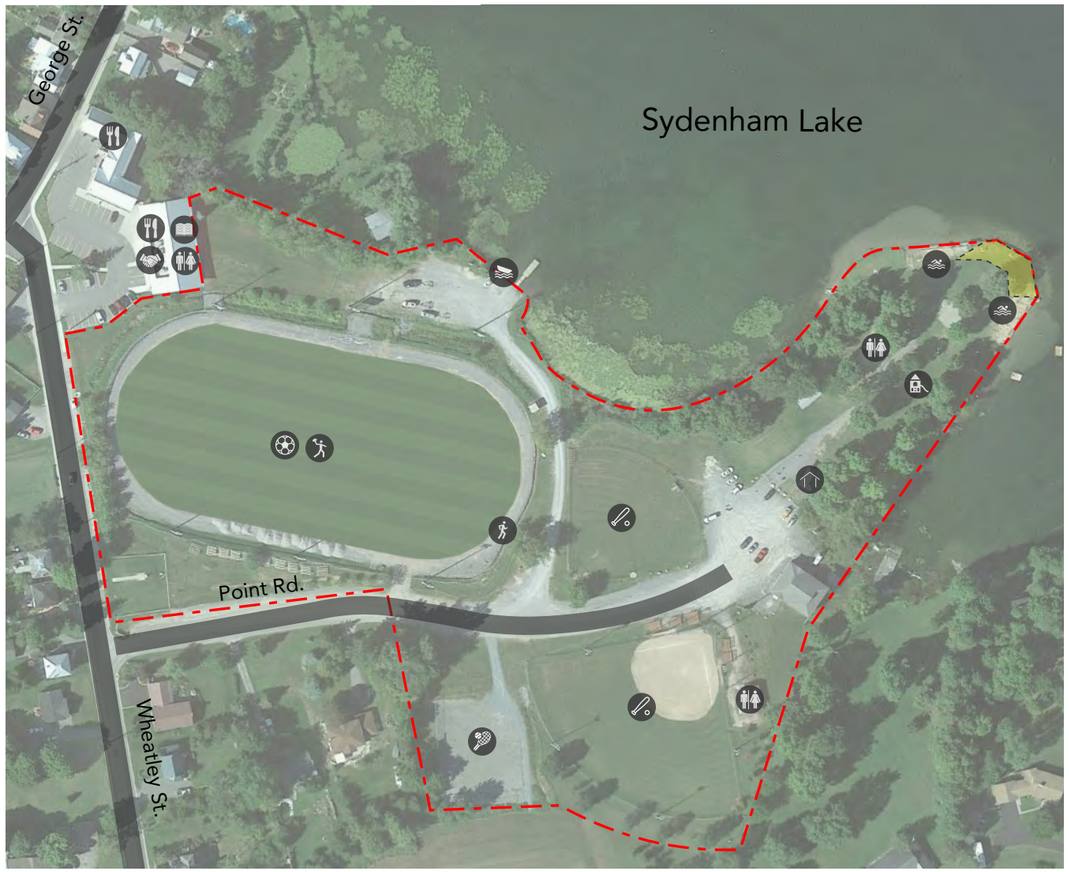


Figure 6-10: Sydenham Point Municipal Park Site Map

0 25 50 M

Legend

- Roads
- Trails
- Park Boundary
- Passive Green Space
- Proposed Beach Expansion

Activities & Facilities

- Washroom
- Playground
- Tennis
- Beach
- Football Field
- Basketball
- Canteen/Kitchen
- Meeting Room
- Pavilion
- Soccer
- Running Track
- Baseball
- Library
- Boat Launch

Existing Facilities

1. Play equipment: This equipment should be improved and expanded, such as with obstacle course equipment, to support the park as a recreation hub and for summer camp activities (Figure 6-11).
2. Beach: There are issues with excessive goose droppings in the beach area, reducing the usable space and causing water quality concerns at times (Figure 6-12).

New Facilities and Amenities

1. Expanded beach area: Given the popularity of the park, programs that are held there, availability of washrooms and parking and its location in a populated area, it is well suited for a small beach expansion.
2. Reading patio: The Sydenham Library backs onto the park, and currently there is small turfed area between the back of the library and boat launch parking area. There is an opportunity to integrate these two sites, drawing library users to the park and park users to the library. In partnership with the library, a reading patio could be added to the back of the library, with seating, tables and umbrellas. An accessible walkway should be added from the patio to the parking lot, along with signage identifying the library and welcoming patrons.
3. Winter skating rink: Assess the feasibility of creating a flooded rink in the parking lot near the boat launch.
4. Beach Area: Shoreline naturalization is effective at discouraging geese presence along waterfronts. However, this may not be an appropriate solution at Sydenham beach as it would limit opportunities for people to access the water for swimming. Therefore, an alternative approach to managing geese is needed. Geese deterrent technology (e.g. Away With Geese) is one possible option. It involves a blinking light that disturbs geese, and causes them to vacate the area. This could be piloted at Sydenham Point as a cost effective and easy to implement solution. If it is effective, the Township could use it at other locations as needed.
5. Splash pad: The Point is an ideal location for a splash pad. The splash pad would contribute to the growth of this park as a community hub, and the location is ideal for use by summer camps and the school. In order to make space for a splash pad, some reconfiguring of the parking lot and/or small diamond may be required. The Splash pad should be located near the playground, washrooms and parking area for ease of use by families.

PK15. Improve and expand the play equipment at Sydenham Point Park

PK16. Expand the beach area at Sydenham Point Park

PK17. Pilot geese deterrent technology at Sydenham point beach

PK18. Approach the library to partner in developing a reading patio and pathway connecting to Sydenham Point Park

PK19. Assess the feasibility of providing a flooded rink in the parking lot at Sydenham Point Park

PK20. Provide a splash pad at Sydenham Point



Figure 6-11: Sydenham Point Play Equipment



Figure 6-12: Sydenham Point Beach

McMullen Beach Park and McMullen Soccer Park (Verona Park)

McMullen Beach Park and McMullen Soccer Park are connected and function as one large space, with the potential to be more of a community hub in Verona with a few improvements to the site and enhanced connectivity (see Figure 6-13). The two parks are already locally known as Verona Park, and that could become the formal name of the hub created by combining the two parks and adding amenities. The parks include two soccer fields, tennis courts, basketball nets, shuffleboard, a playground, staff building for camp and a beach (the fields, courts, basketball nets, shuffleboard and camp building are discussed in more detail in the Facilities section). The parks, which are reportedly not very well used, are located along Verona Lake and are not visible from the main road, Road 38. Verona is currently undergoing a housing study, and there are plans to develop a seniors' housing facility near the parks on Verona Street (shown in yellow in Figure 6-1). Current and future residents of all ages will benefit from an improved community park, with established connections to the new the seniors housing site and main road.

McMullen Soccer Park & McMullen Beach

6089 Carleton Drive, Verona



Figure 6-13: Site map of McMullen Beach and Soccer Parks

Existing Facilities

1. Play Equipment: The play equipment is in good condition, but may need to be updated and replaced near the end of the term of this Plan (Figure 6-14).
2. Basketball net: The current basketball net is located beside the courts, and is not in good condition. With the recommendation in the Facilities section to develop this area for tennis club use, the presence of a basketball court is not a complementary use, and takes up space that would be better used for tennis expansion. The Township should remove it from this location (Figure 6-15).
3. Cemetery fencing: The cemetery is delineated by a chain link fence beside the park near the tennis courts. Replacing the chain link fence with a more esthetically pleasing fence would greatly improve the look of the park and cemetery, and views to/from the tennis courts (Figure 6-16).
4. Parking: Parking is currently very limited. In order to facilitate use of the park and its facilities, additional parking should be provided, however, space is very limited on site. The Township should approach the Verona Methodist church and/or the Kingston & Frontenac Housing Corporation (which owns the affordable housing site beside the park, soon to be redeveloped) to discuss possibilities for shared parking (Figure 6-17).



Figure 6-14: McMullen Park Play Equipment



Figure 6-15: McMullen Park Basketball Nets



Figure 6-16: McMullen Park Cemetery Fencing



Figure 6-17: McMullen Park Parking

New Facilities and Amenities

1. Pathways and Wayfinding: Movement through the park could be improved through better connections between facilities, and additional directional and informational signage. A continuous pedestrian connection should be established from the seniors' housing site, to Road 38, to the parks. Paths should be AODA accessible throughout the park.
2. Seniors' activity area: Develop an activity area geared to seniors beside the tennis courts. With the removal of the basketball nets, a rest and socialize area can be provided with comfortable seating, shade and chess/other game tables etc. This area will also help support tennis club formation at the park.
3. Youth area: With the removal of the basketball nets, a replacement amenity, such as a half court, should be provided for youth elsewhere on the site. This should be located near to other youth-focused amenities such as the soccer fields, playground and beach.

PK21. Formally combine McMullen Beach Park and McMullen Soccer Park and rename Verona Park

PK22. Upgrade playground equipment at Verona Park

PK23. Remove basketball nets from current location at Verona Park

PK24. Replace the cemetery fencing beside the tennis courts at Verona Park with a more visually pleasing option

PK25. Prepare, in consultation with the community, the Verona Park Master Plan to plan and schedule the re-development and expansion of the park and surrounding community amenities including relocation of existing facilities, new amenities, pathways and linkages, and parking. Key considerations of the plan should include:

- Develop a pathway system with signage throughout Verona Park, connecting amenities and creating a connection to Road 38 and the future seniors' residence on Verona Street.
- Develop a seniors' activity area adjacent to the pickleball courts in Verona Park with seating, shade, and games tables.
- Add a half basketball court
- Approach the County and Verona Methodist Church to discuss options for shared/ expanded parking

Davidson Beach (Loughborough Beach)

Davidson Beach is a beloved community recreation spot that could accurately be described as a 'hidden gem' – for the clear blue waters and the unmarked entrance and long, steep pathway to the beach that make it both difficult to find and to access. From the road entrance, it is a short drive to a small gravel parking lot. From there, beachgoers walk down a very steep and long dirt pathway to the beach area. The beach has a sandy area, as well as a forested area with pathways throughout. People can set up on the rocks and enter the water. However the substrate is rocky, and drops off quickly, so many people enjoy jumping off the rocks into the water.

Existing Facilities

1. Pathway to beach: Given the steep grade and forested surroundings, it would be very difficult to make this access route AODA accessible. It would require significant investment and likely the removal of many trees, which would negatively impact the site. However, the existing pathway could be improved by resurfacing to make it smoother and easier to travel with wheeled wagons or buggies (Figure 6-18).

New Amenities

1. Signage: A sign should be erected at the road to indicate the entrance to the beach parking
2. Washrooms: As discussed elsewhere, washrooms should be provided at major parks and beaches. However, at Davidson Beach, the best option is a portable toilet in the parking lot area.
3. Docks: Given the limitations of accessing the beach from land (small parking lot, long, steep pathway), providing a dock for water access would allow people to arrive by boat.

PK26. Improve the existing pathway from the parking lot to the beach at Davidson Beach

PK27. Erect signage on the road indicating the main entrance to Davidson Beach

PK28. Provide portable toilets at the Davidson Beach parking lot

PK29. Provide a dock at Davidson Beach



Figure 6-18: Davidson Beach Pathway to Beach

Gilmour Point Beach

Gilmour Point Beach is a popular beach that hosts swim and day camp. There is a small parking lot, and a short, paved pathway to the beach. The sandy beach is small, however parkgoers also set up throughout the forested area, and enter the water by jumping off the rocky shoreline. There is also a small pavilion with two picnic tables.

As indicated in the 2019 Township summer programs report, participation in camp and swimming at Gilmour Point increased from 2018 to 2019, and a permanent facility at Gilmour Point providing shelter, electricity, and a water source was recommended. This facility was built and opened in summer 2020. The building is open for rentals (e.g., parties, weddings) from mid-April to the end of October, and the summer Camp is held for 8 weeks Monday to Friday, from 8:00 am - 4:30 pm in July and August.

Existing Facilities

1. The existing facilities (the beach, pathway, pavilion and new programming/washroom building) are in good condition and do not require upgrades at this time (Figure 6-19 and 6-20)

The building is not winterized, and access to the beach and building during winter is difficult due to the terrain and the restriction of using sand and salt to protect water quality. For these reasons, extending the use of the site through winter cannot easily be done. However, the current opening period of April to October offers plenty of time for use, and the Township should focus on increasing use in the shoulder periods outside of camp. In addition to private rentals, with the tall trees and views of the lake, the site is ideal for nature-based and wellness programming. Details of such programs are discussed further in section 4.0.

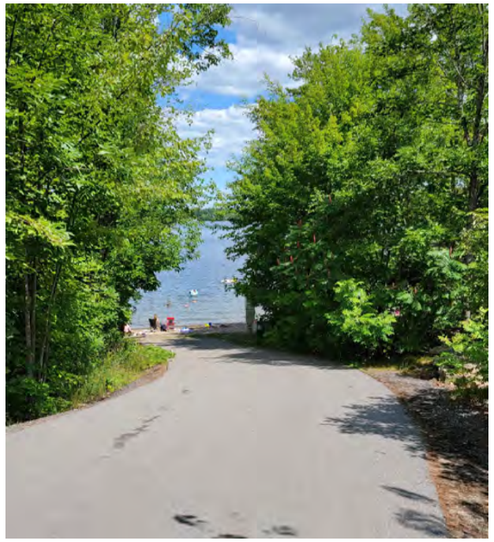


Figure 6-19: Gilmour Point Beach Pathway



Figure 6-20: Gilmour Point Beach Pavilion

New Beach

The Township should acquire more waterfront property and develop a destination park, facility and beach. Ideally this would have a larger swimming area that is AODA accessible, have an appropriately sized parking lot and a small facility with a multi-purpose room, storage, washrooms and kitchen that can house programming (e.g., environmental, water sport, swim, day camp, etc.). This would be an 'attraction' beach, with a higher profile and more capacity than Gilmour Point and Davidson Beach, which are both small. This new beach would also be an ideal location for an outdoor venue, as discussed in the trends section. A new beach would allow South Frontenac's two existing beaches to remain community focused (as they are well-loved by residents) and reduce some of the pressure on them. Most out-of-Township visitors to these beaches come from Kingston, so an additional beach in the southern portion of the Township, easily accessible to a main road could accommodate visitors away from the two, smaller beaches. Providing an additional, larger beach would support previously discussed priorities, such as outdoor recreation and environmental programming.

A separate study would be required to determine the location and feasibility of an additional municipal beach. The study would need to:

- identify suitable waterfront for these purposes using pre-determined selection criteria (e.g., access from a road, water quality, shoreline type, size and configuration of site, current use of site, etc.).
- determine ownership, and the possibility of the Township acquiring it.
- conduct a detailed assessment to determine design and cost estimates, once a site is selected.

PK31. Undertake a study to identify options for the development of a new beach

Dave Bowes Memorial Ball Park

As discussed in the facilities section, this park has two good quality ball diamonds and a soccer field. It also has parking, a large pavilion, washrooms, open space and play equipment. Most of the facilities at this park are in good condition and do not require upgrades at this time, with the exception of the bleachers noted below.

Existing Amenities

1. Bleachers: In poor condition and would benefit from refinishing or replacing (Figure 6-21)

New Amenities

1. Shade structure: While improving the bleachers, the Township should also add some shade covering to the bleachers as well as to the team seating areas.
2. Naturalization: As discussed in section 6.5, there are areas of this park which could be naturalized to reduce the amount of mown grass.
3. Tree planting: Trees should be planted in open mowed areas to provide more shade in the future. Trees can also be incorporated in naturalization plantings.

PK32. Refinish or replace the bleachers at David Bowes Memorial Ball Park

PK33. Add shade structures to the bleachers and team areas at David Bowes Memorial Ball Park

PK34. Implement naturalization and tree planting at David Bowes Memorial Ball Park



Figure 6-21: Bleachers at Dave Bowes Memorial Ball Park

Gerald Ball Memorial Park

Gerald Ball Memorial Park is a large park with a number of facilities and amenities. It has batting cages, a field house/canteen, soccer fields, pickleball courts (Figure 6-23) and horseshoe pits, washrooms, two playgrounds (one new and one old) and open space. It is a well-used park for both structured and unstructured activities, and there are additional residential developments that are planned nearby, which will likely result in increased use by new residents. The Township should conduct a design process to determine which of the new facilities (described below) would be a good fit for this location, and what type of play equipment the community would like to see. This process should occur after new residents have moved in so that they can participate in the process.

Existing Facilities

1. Play equipment: The larger, older playground needs to be replaced and moved closer to the parking lot and entrance to make it more accessible. The Township should consider an obstacle course-type playground at this location when the replacement is made, to help draw more users and participants in the summer drop-in program (discussed further below) (Figure 6-22).
2. Bleachers: The bleachers are in poor condition, and need to be refinished or replaced. The Township plans to address this in a future budget.



Figure 6-22: Playground at Gerald Ball Memorial Park



Figure 6-23: Pickleball Courts at Gerald Ball Memorial Park

New Facilities

1. Skatepark/pump track: As discussed in section 6.6, this park is a potentially good location for a skatepark or pump track due to the available space, new residents and ability to partner with Storrington Lions for the project.
2. Volleyball: The Township does not have any volleyball courts, although there is a volleyball league. In consultations the league indicated that volleyball courts at this location would be well received and used. This park has large unused areas that could easily accommodate two courts.
3. Tree planting: Trees should be planted in open spaces, particularly around the play equipment and soccer fields for future shade.
4. Pavilion with seating: A covered area with tables would provide shade in the short term and support programming and unstructured activities.

The Township was running the Healthy Kids Park Drop-In Program at this park, but the 2019 Summer Programs Report indicated participation was zero and they recommended not offering it at this location anymore. The Township should consider offering it again after the new residential developments are complete and there is more population in the area. By this time the playground should also have been improved, along with the pavilion and possibly the skatepark/pump track and volleyball courts, all which would potentially attract more participants.

PK35. Approach the Storrington Lions to discuss the possibility of partnering to provide a skatepark or pump track at Gerald Ball Memorial Park

PK36. Remove the old playground at Gerald Ball Memorial Park and replace it with new equipment, closer to the parking lot

PK37. Add two volleyball courts to Gerald Ball Memorial Park

PK38. Plant trees in open areas, and near the playground and soccer fields in Gerald Ball Memorial Park

PK39. Add a pavilion with seating to Gerald Ball Memorial Park

PK40. Undertake a design process with community consultation to ensure the above recommendations for Gerald Ball Memorial Park are implemented in a way that is supported by the surrounding community

Glendower Hall Park

The Glendower property has a playground, ball diamond, multisport court (tennis and basketball), parking lot and large hill. The play equipment is in good condition. As discussed in the facilities and programs sections, Glendower Hall has a kitchen that would be suitable for food-based programs. It would be an ideal location for community gardens or orchards to encourage and facilitate food programming. This should only be done in partnership with another organization or group of volunteers who are willing to offer programs and maintain the gardens, with the agreement formalized by a policy (discussed in section 6.4).

New Facilities

1. Community Garden and/or edible fruit tree orchard: Approach local groups or volunteers who would be interested in partnering in this initiative. If partners are willing to participate, the Township should set up garden plots for vegetables, herbs, etc. or plant fruit or nut trees (depending on what is agreed on between the Township and partners), and the partners would be in charge of maintaining and programming the gardens/orchard. This would complement food programming opportunities using the commercial grade kitchen in the Hall.

PK41. Approach potential partners for a community garden or orchard at Glendower Park. If partners are available and willing, set up the gardens or orchard

Community Gardens

Municipalities across Ontario follow a variety of models in providing community gardens, based on where they are situated (municipal lands, schools or other institutional lands), the role of community partners and the department's capacity to provide oversight or facilitate the delivery of programs. The direction the Township wishes to take on community gardens will depend on the interest of local champions and community groups, and the capacity of the Township to provide required administration.

For example, the City of Kingston's Recreation Department allocates land for community gardens on municipal properties, including parklands. The City works with the local Community Garden Network that is responsible for operating the community gardens on these lands. The City's responsibilities include providing annual funding to address enhancements, maintenance and providing information regarding development and maintenance. Other communities, such as the Town of Milton, engage in partnerships with local schools with onsite gardens by incorporating community gardening as part of summer day camp programs.

Given the strong connection between growing food, well-being and food security, food banks and public health units are obvious potential partners for community garden development. The Township can contribute by offering municipal land (including but not limited to parkland) as space for gardens, and in discussion with possible partners (e.g., the Southern Frontenac Community Service's Food Bank, Frontenac County, Community Caring Group). Also, as discussed in the Programs section, programs related to food (e.g., gardening, cooking, preserving, etc.) are growing in popularity, and gardens at Princess Anne and Glendower Hall would provide easy access to food for these activities and a site to host gardening and related programs. Beyond provision of designated space for gardens, the Township should clarify other types of support it can provide to the groups that assume responsibility for the sites.

Inverary Ball Park

Inverary Ball Park has one ball diamond, batting cages, bleachers, washrooms, play equipment and parking.

Existing Facilities

1. Play equipment: The play equipment is very limited and dated, and should be replaced (Figure 6-24).
2. Bleachers: the bleachers are in poor condition and should be refinished or replaced (Figure 6-25).

New Facilities

1. Pavilion: In order to support use of the park, a pavilion with picnic tables should be supplied to offer shade and a place to rest and eat.
2. Tree planting: Trees should be planted in open spaces and around the play equipment.
3. Naturalization: The park has a lot of open space. Portions of the park can be naturalized to reduce mowing and to add visual interest to the site.

PK42. Replace the playground at Inverary Ball Park

PK43. Refinish or replace the bleachers at Inverary Ball Park

PK44. Add a pavilion with seating at Inverary Ball Park

PK45. Implement naturalization and tree planting at Inverary Ball Park



Figure 6-24: Play Equipment at Inverary Ball Park



Figure 6-25: Bleachers at Inverary Ball Park

Princess Anne Community Centre Park

The Princess Anne Community Centre Park consists of a small soccer field behind the Community Centre. The Community Centre houses a South Frontenac library branch, multi-purpose room and second-hand store operated by the Community Caring Group.

The South Frontenac Museum is located beside the Community Centre, on the same parcel of land (Figure 6-26). The Township owns the land and building, and the South Frontenac Museum Society operates the museum, curates the space and holds programs and events. As discussed in the Programs Section, the Museum society is interested in expanding its history and culture programming. The Facilities assessment recommends expanding the Museum on this site to accommodate program and event expansion.

The museum expansion could include consideration for an outdoor classroom area and teaching gardens, to support culture, heritage and art programs. It is already an active site with the second-hand store, Community Centre, library and museum in the same location, with community groups already engaged and active on-site (Community Caring Group, South Frontenac Library, Museum Society). Some of these groups may be willing to partner for the gardens.

New Amenities

1. Outdoor classroom: This could include seating, shade, presenter's area (e.g., chalkboard, small platform, scaffold to hang projection screen, electrical hook up etc.).
2. Teaching garden: Approach the groups active on the site to discuss the possibility of partnering to develop and maintain a teaching garden. This can include raised beds for growing vegetables, 'pioneer plants,' etc., and some plots could also be earmarked to grow vegetables for local food banks or to be sold at affordable prices through the second-hand store.
3. Playground: The Hartington community is growing, and with Princess Anne already functioning as a small hub, a playground at this site would contribute to use of this site and provide a useful amenity for existing and new families in the area.

Given the changes proposed for the Princess Anne Community Centre Park and South Frontenac Museum site, a master plan should be prepared in consultation with the community and potential partners (Museum Society, Community Caring Group) to determine the suitability of amenities, layout, and scheduling.

PK46. Conduct a master planning process for the Princess Anne Community Centre & South Frontenac Museum site to determine the types, locations, scheduling, etc. of new amenities including:

- Outdoor classroom
- Teaching garden
- Playground
- Museum expansion (discussed in facilities)

Princess Anne Community Centre & South Frontenac Museum

5597 Road 38, Hartington

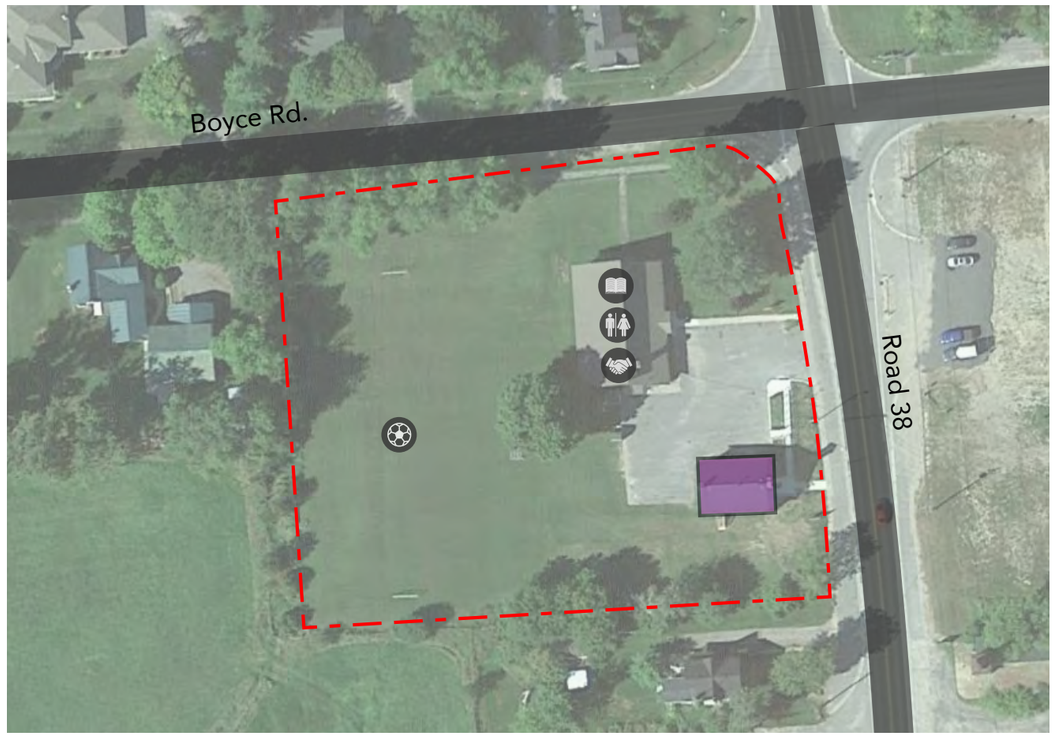


Figure 6-26: Map of Princess Anne Community Centre and South Frontenac Museum site

Tett Park

Tett Park has a very large, mowed open space and a very aged playground. It is located in the northern end of the Township, far removed from other settlement areas. However, it is the only public park in the area.

Existing Facilities and Amenities:

1. Play equipment: The play equipment should be replaced in the short term. While there is a low population density in this end of the Township, residents who do live here do not have any communal spaces nearby, so this park and its facilities should be retained (Figure 6-27).
2. Naturalization: The park has a lot of open space (Figure 6-28). Portions of the park can be naturalized to reduce mowing, and to add visual interest to the site.
3. Tree planting: Trees should be planted in the open space to animate the space and provide shade. They can also be planted in naturalization areas.

PK47. Replace the playground at Tett Park

PK48. Implement naturalization and tree planting at Tett Park



Figure 6-27: Play Equipment at Tett Park



Figure 6-28: Open Space at Tett Park

Wilmer Ball Park

Wilmer Ball Park has a ball diamond, canteen, washrooms, open space and play structure. There is no parking available and the park is 'off the beaten track' and not very easy to find. It is located in Perth Road Village, in an area that does not have many parks nearby, so improvements to this park are important for residents in the area,

Existing Facilities

1. Play equipment: The play equipment is very limited and should be replaced and expanded (Figure 6-29).
2. Bleachers: The bleachers are in poor condition, and would benefit from refinishing or replacing (Figure 6-30).
3. Canteen building: This building should be retained for future uses, as needed (e.g., storage, camp building, etc.) (Figure 6-31).

New Facilities

1. Tree planting: Trees should be planted in open spaces and around the play equipment.
2. Naturalization: The park has a lot of open space. Portions of the park can be naturalized to reduce mowing and to add visual interest to the site.

PK49. Replace the playground at Wilmer Ball Park

PK50. Refinish or replace the bleachers at Wilmer Ball Park

PK51. Retain the canteen building at Wilmer Ball Park for future use

PK52. Implement naturalization and tree planting at Wilmer Ball Park



Figure 6-29: Wilmer Ball Park Playground



Figure 6-30: Wilmer Ball Park Bleachers



Figure 6-31: Wilmer Ball Park Canteen

Battersea Ball Diamond

Battersea Ball Diamond park has a ball diamond, basketball court, open space and playground (Figure 6-32). The existing facilities and amenities are all in very good condition, and do not need attention, aside from routine maintenance over the term of this Plan. Like many of the other parks, Battersea Ball Diamond would benefit from tree planting and naturalization.

There have been requests for pickleball courts at this location, however due to the site size and configuration, and limited supporting amenities (no washrooms, small parking area), proximity to houses, and the proximity to courts at Gerald Ball Memorial Park, we do not recommend courts at this location.

New Facilities

1. Tree planting: Trees should be planted in open spaces, and around the play equipment.
2. Naturalization: Portions of the park can be naturalized to reduce mowing, and to add visual interest to the site.

PK53. Implement naturalization and tree planting at Battersea Ball Diamond



Figure 6-32: Battersea Ball Diamond Open Space and Playground

Latimer Community Park

Latimer Community Park has two playgrounds, a basketball court, gazebo and open space. It is located in a subdivision.

Existing Facilities

1. Play equipment: The play equipment is in fair condition, however, the surfaces are growing over with grass. The playgrounds (and surface) will need to be updated in the mid to late term of this Plan (Figure 6-33).
2. Basketball court: The basketball court is new and in good condition (Figure 6-34).
3. Gazebo: The wooden gazebo adds a nice visual element to the park, and offers shade and seating. It is showing some signs of wear and will need to be updated in the mid to late term of this Plan (Figure 6-35).

New facilities

1. Tree planting: Trees should be planted in open spaces and around the play equipment.
2. Naturalization: The park has a lot of open space. Portions of the park can be naturalized to reduce mowing and to add visual interest to the site.

PK54. Update the playground at Latimer Park

PK55. Update the gazebo at Latimer Park

PK56. Implement naturalization and tree planting at Latimer Park



Figure 6-33: Latimer Community Park Play Equipment



Figure 6-34: Latimer Community Park Basketball Court



Figure 6-35: Latimer Community Park Gazebo

Harris Hall Park

Harris Hall Park is a small park beside Harris Hall, with a playground surrounded by trees. It is located in a part of the Township that has more limited recreation opportunities, so it should be maintained as a key amenity for residents in the Perth Road area.

Existing Facilities

1. Play equipment: The play equipment is limited and aged, and should be replaced and expanded (Figure 6-36).

PK57. Update the playground at Harris Hall Park



Figure 6-36: Harris Hall Play Equipment

Parkettes and Gardens

The Township has acquired two historic mill properties, the Bellrock Mill and Petworth Mill. Both sites have potential to become sites of historic interest, with educational signage and picnic areas. Both sites will require substantial landscape work and restoration to the mills, if they are to be safely used as public spaces.

Bellrock Mill

The Township acquired this land hoping to preserve the heritage of this unique site. The South Frontenac Museum Society is interested in partnering with the Township to turn it into a living museum and parkette. The equipment inside the mill is still functional, which offers an opportunity for an innovative living museum experience; however, the mill building is not safe for entry, and will require significant investment. In addition, the Cataraqui Conservation Authority will need to be involved in any work on this site.

The Township's Bellrock Mill Subcommittee applied for a Canada Community Health Grant to help fund the project, but it has not been awarded as of this writing. Due to the cost and extent of work needed to make the mill safe for public entry, this project should be considered a long-term initiative, with the involvement of partners such as the Museum Society and any others who could help contribute to fundraising. In the short and mid term, the site on the riverbank can be developed as a picnic area with educational signage. Safety measures (e.g., barriers, signs, etc.) should be included to prevent people from accessing the Mill.

PK58. Develop the Bellrock Mill site as a parkette and living museum



Petworth Mill

Petworth Mill

Unlike the Bellrock Mill, the Petworth Mill structure is not intact, with only some very picturesque ruins still standing. Like the Bellrock Mill, a part of the site should be developed as a small parkette with historical signage and seating area.

PK59. Develop the Petworth Mill as a parkette with historical signage and seating area

Township Gardens

In South Frontenac, ornamental gardens are maintained by a few different groups: the Harrowsmith Beautification Committee takes care of gardens in Harrowsmith; the Verona Community Association takes care of those in Verona; Township staff take care of planters at Town Hall; and various individual volunteers take care of gardens at hamlet signs around the Township. Some municipalities are including native edible plants and fruit trees in public landscaping, for the role they play in improved ecological function, habitat for pollinators, food security and building community. Being a municipality rich in natural habitat, edible gardens in South Frontenac would primarily serve the purposes of community building and food security. Other municipalities have approached edible planting with varying degrees of municipal involvement, from providing and maintaining the plants (high municipal involvement), to allowing community groups to plant and maintain edible plants/trees on public land (low municipal involvement). One example of such a program is from Strathcona County, Alberta.

Stemming from their Urban Agriculture Strategy, Strathcona County started the Edible Plants in Public Places Pilot, that comprises planters of vegetables at different locations, free for the public to pick:

> "Vegetables, such as peas, tomatoes, carrots and lettuce, herbs and edible flowers, have been planted in seven planters near the spray park entrance at Broadmoor Lake Park. Each planter is unique, with different edible plants!
>
> Pick some leave some:
>
> Visit the planters spring, summer and fall to see how the plants are growing. The edible planters are for the [sic] you to enjoy. Bring a bag and garden scissors, and help yourself to some of what's growing. Each planter will have a plant list so you know what's growing." [7]

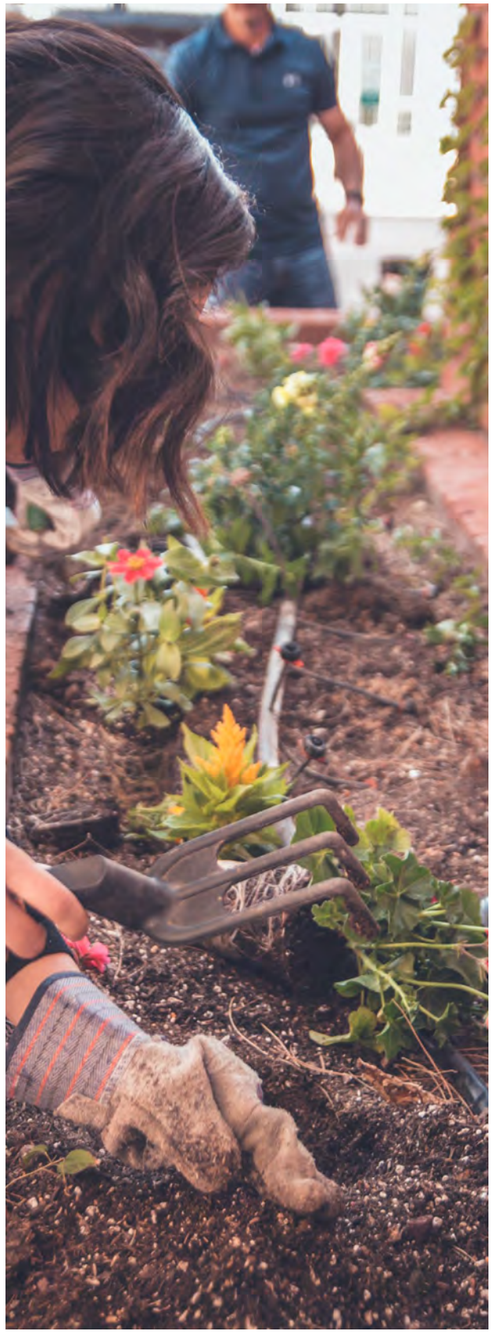
It is not clear from the website how provision and care of the planters is divided, aside from mentioning that they are cared for by 'various groups.' These arrangements are appealing in that they provide programs/services that would likely be impossible to initiate and sustain with limited municipal resources. However, a dedicated group of volunteers is required to make it work. The amount of effort required on behalf of the volunteers is considerable, along with commitment over time to tend the site(s), which may deter groups from taking on the responsibility. There are grants available to support growing food in public spaces, such as Tree Canada's Edible Trees Program and TD Friends of the Environment. Given the long-term commitment required for growing fruit trees, policy and formal agreements are usually required before planting. Edible plant gardens, on the other hand, could be piloted for one growing season without the requirement for a long-term commitment.

A simple way to test edible gardens is to

7 https://www.strathcona.ca/agriculture-environment/urban-agriculture/edible-plants/4

replace some annual ornamental gardens with vegetables in a suitable location with high foot-traffic (e.g., near recreation centres, on a main street). The Township should approach the volunteers and discuss their willingness to take part in this pilot, and what type of support they would need from the Township to go forward. Ornamental gardens and vegetable gardens require similar amounts of work, so this switch would not increase the workload of volunteers who currently maintain Township gardens. The Township could implement this for one season as a pilot project, and monitor the success of the project to inform longer term initiatives.

PK60. Approach volunteers who maintain Township gardens to discuss the possibility of implementing an edible garden pilot project



6.9 Trail Specific Recommendations

Trail Strategy

The three regional trails that pass through South Frontenac (Cataraqui, K&P and Rideau) provide an excellent foundation for making the Township well connected for trail users from both a recreational and active transportation perspective. However, give the size of the Township, and the limited amount of land in public ownership, a strategy is required to help further develop a trail network over the long term that will serve residents and support tourism.

This trail strategy will help direct the establishment of new trail connections across the Township as both on- and off-road linkages, trailheads and other associated amenities over the long term. The strategy will provide staff with the guidance and tools necessary to secure these new connections and trailheads as opportunities present themselves through the land development/ subdivision process. Key trail connections supporting the strategy would be secured by requiring developers to provide open space connections. Provision of these trails and pathways wil better connect residents of South Frontenac to each other within their own settlement area, improve links between settlement areas and position the Township's various settlement areas as destinations along each of the three regional trails (Cataraqui, K&P and Rideau). This will contribute to tourism and support residents' healthy active living.

Trailheads

One of the challenges associated with the current trail network in South Frontenac is the lack of access points to the trails. The current trailheads are not well established, signed or promoted, making South Frontenac less appealing from a trail tourism perspective.

As part of this trail strategy, Harrowsmith should be established as a key node in South Frontenac's trail network. Harrowsmith is in close proximity to the Cataraqui, K&P and Rideau, making it an ideal launching point for trail users. A number of primary trailheads with signage, parking and toilets should be established around the Township and promoted online through the trail community (e.g., trail websites) to help establish Harrowsmith as a convenient launching point for people from out of town. Other potential communities that might make suitable launching points for trail users may include, but are not limited to, Verona (K&P Trail), Sydenham (Rideau Trail and Cataraqui Trail), Piccadilly (K&P Trail) and Bedford Mills (Rideau Trail). Locations that can offer safe (off-road) parking and easy access to the trail, and provide access to other local amenities such as stores and restaurants should be sought.

Road Ends and Rights-of-Ways

As part of the Township's approach to enhancing connectivity within settlement areas and providing public access to lakes and trails, public access to road ends and rights of ways should be preserved and, when appropriate, enhanced. This may include using closed rights-of-ways to provide access between streets and access to lakes where roads terminate at a body of water, and to support amenities such as parkettes and small craft launches.

One such right-of-way identified through the master planning process is the closed section of Colebrook Road at Highway 38. This short section right-of-way should be enhanced to provide a formal pedestrian connection. This may include a small footbridge to allow for easy crossing of the creek.

As a general rule of thumb, it is recommended that closed rights of ways and road ends not be sold and to remain in public ownership. Only if there is no value in a road end or right-of-way from an access and/or connectivity perspective should it be disposed of and sold to a private interest.

PK61. Develop a trail strategy to help guide future trail development

PK62. Establish Harrowsmith as the Township's primary trailhead/trail access point

PK63. Retain and enhance the Colebrook Road East right-of-way

6.10 Boat Launch Specific Recommendations

There are twenty-one (21) Township owned boat launches, five (5) non-Township boat launches and three (3) small craft launches scattered across South Frontenac. Overall, the Township is well served. However, the northern region of South Frontenac is limited to only three Township owned and operated boat launches. For example, Bob's Lake (in the North) is one of the larger lakes in the Township, and there is only one launch point. Opportunities to provide additional launches in key lakes should be considered.

Overall, the Township's boat launches are relatively modest in their size and amenities (refer to Table 6-4) and in various conditions. Most sites are relatively small, have limited parking (if any) and are in need of improvements to address aging infrastructure (ramp, dock and signage). To ensure the launches are safe and are in a state of good repair, a strategy is required to assess, update and enhance the Township's launches on a regular basis. This would include undertaking a detailed assessment of each launch, identifying required improvements, scheduling the repairs and regular monitoring after improvements are completed. We have provided a Terms of Reference for a boat launch strategy in Appendix F.

For some launches, enhancements should be considered as part of the boat launch strategy to help address the need for additional parking, launch widening or twinning, new or extended docks and other possible amenities such as invasive species signage and boat washing equipment to help control the spread of invasive mussel species.

One boat launch considered priority for improvements is the Shipyards launch on Dog Lake. This popular location is in very poor condition and needs to have the existing metal ramp replaced by a concrete ramp. Parking at this location is also limited and opportunities to expand the parking lot should be investigated.

Another launch used by the community but not in South Frontenac is the boat launch at the west end of Loughborough Lake. In the City of Kingston's 2021 Parks and Recreation Master Plan Update, this boat launch has been identified to explore any opportunity to partner with the Township of South Frontenac.



Figure 6-37: Loughborough Boat Ramp

Partnering with the City of Kingston would help minimize the cost to the Township while improving access to the Lake for South Frontenac Residents.

Since many of South Frontenac's lakes cross into neighbouring municipalities collaboration across municipal boundaries is required. This includes working with the other Townships in Frontenac County, the County Lake Associations, and the Conservation Authorities. Together boat launches across the region should be standardized in regards to physical design, signage, amenities, and messaging to help mitigate environmental impacts. For example this could include but not limited to:

- facilities, messaging and regulations regarding boat washing to control the transfer of invasive species between lakes
- messaging on boater responsibility regarding oil and fuel leaks and the benefits of proper boat maintenance
- information on the impact of lead sinkers used in fishing on water quality
- information on boat cleaning practices and use of polluting cleaners

PK64. Develop a strategy to assess, update and enhance the Township's boat launches

PK65. Expand and enhance the Shipyards Launch on Dog Lake to provide a concrete ramp and expand parking

PK66. As per the City of Kingston's 2021 Parks and Recreation Master Plan Update, explore opportunity to partner with the City of Kingston for improvements to the boat Launch at Loughborough Lake's west basin

RECREATION, PARKS, AND LEISURE MASTER PLAN

7.0 IMPLEMENTATION

SOUTH FRONTENAC

7.0 Implementation

The following outlines the proposed implementation strategy for the Master Plan's 125 recommendations. These include:

- Programs and Events (11)
- Facilities (48)
- Parks, Trails and Boat Launches (66)

For a more complete explanation of each recommendation, please refer to the corresponding discussion in the preceding sections.

7.1 Implementation Considerations

The proposed roll-out of recommendations is based on the information available at the time of Plan development and considers the following:

- Operational vs. capital projects
- Immediate need
- Dependencies and efficiencies
- Budget considerations
- Staff resources
- Flexibility
- Living document

Operational vs Capital Projects

68 of the 125 recommendations are operational in nature. This means the implementation of these recommendations would be undertaken by staff as part of their day-to-day activities. The remaining 57 capital recommendations require discrete budget allocations for execution. This includes both improvements/repairs to existing facilities, as well as new facilities and amenities.

Immediate Need

A large number of recommendations reflect immediate community need. These address repair backlogs to aging infrastructure and facilities, closing gaps in services and processes for decision-making. These projects are scheduled for 2022 in the implementation forecasts.

Dependencies and Efficiencies

While recommendations are described as individual initiatives, many are interrelated and need to be considered in the larger context of achieving efficiencies in implementation. Some recommendations must be initiated and completed before other recommendations can begin, while others may benefit from being undertaken simultaneously in terms of process efficiency and providing a more fulsome approach to physical improvements.

Budget Considerations

The implementation sequence attempts to evenly distribute the costs of recommendations over the ten-year time frame of the Master Plan. This includes costs associated with operations, planning/design and implementation. The total cost of all projects over the ten-year schedule is approximately $5,142,309, with $1,367,309 allocated for the first year (Figure 7-1).

It should also be noted that costs for some recommendations are not available and are yet to be determined. These have been noted in the forecast and would be in addition to the numbers provided in the Master Plan. Another factor to consider are cost premiums/fluctuations due to the pandemic and inflation. The current situation makes it especially difficult to attach estimates to recommendations. This is particularly true at a Master Plan level where the potential range in design and the quality of materials and finishes are also unknowns, and are determined by the municipality.

Staff Resources

The need for staff resources to do the work requires both a distribution of tasks over time and, in some cases, hiring additional staff to take responsibility for implementation. It will also require coordinated efforts both internally and externally.

Flexibility

The proposed schedule reflects a reasonable roll-out, assuming no major obstacles to activation. However, it is expected that some projects may need to be delayed due to unforeseen circumstances. There may also be opportunities to 'fast-track' other initiatives, and these should be leveraged wherever possible.

Ongoing initiatives are to be carried through each year to the end of the Plan's term. Their applicability throughout the entire period, however, will depend on evolving needs in relation to service development. For example, program expansion for specific interests may be sufficient to meet demand in considerably less than ten years (subject to potential changes based on continuation of monitoring and verification of need). The point at which this will happen, however, is unknown and thus not identified as an 'end-date' in implementation. The recommendations shown as time-limited endeavors may also extend beyond the years shown. It may take longer to complete the identified activities and/or the completion of a recommendation may result in a new system component or procedure. Recommendations to establish formal agreements or contracts, for example, are shown as time-limited for negotiating arrangements that will create new, ongoing relationships between the Township and other providers (e.g., volunteers, agencies, businesses, etc.).

Living Document

In monitoring and evaluating the Master Plan, changes that result from work completed should be reflected in systematic reviews that track the initiation, progress and completion of each item as they are implemented in annual work plans and budgets.

Figure 7-1: Recommendations Cost Summary

#	Service Area	Timing				
		Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years	Total
PK	Parks, Trails and Boat Launches	$385,000	$945,000	$1,630,000	$660,000	**$3,620,000**
F	Facilities	$982,309	$35,000	$500,000	--	**$1,517,309.00**
PE	Programs and Events	---	5,000	---	--	**$5,000**
	Total	**$1,367,309**	**$985,000**	**$2,130,000**	**$660,000**	**$5,142,309**

7.2 Parks, Trails and Boat Launches Recommendations

Table 7-2: Recommendations for parks, trails and boat launches in South Frontenac

#		Recommendations	Timing				
	Page #	Parks, Trails and Boat Launches	Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years	Past 10 years
		All Parks					
PK.1	173	Continue to make required accessibility upgrades to parks (including playground safety, routes and wayfinding, seating, shade and bicycle parking) as part of ongoing maintenance and upgrades.	Associated costs to be incorporated into park specific projects and upgrades				
PK.2	173	Develop and implement Township-branded signage and wayfinding at Township parks, trails, boat launches, facilities, heritage sites, and main arterials.	$75,000 (strategy)				
PK.3	174	Develop an 'environment first' policy to support environmentally focused park and waterfront development and management.	Staff				
PK.4	174	Before undertaking an edible tree or community garden project, the Township should develop a policy to clarify roles and responsibilities		Staff			
PK.5	174	Develop a policy to guide future decisions on revenue generating park experiences		Staff			
PK.6	175	Update the Staff and Child Protocol and Missing Child Protocol to be applicable to any programs and events at municipally-owned facilities and parks	Staff				
PK.7	175	Develop a universal emergency preparedness plan	Staff				
		Centennial Park					
PK.8	180	Replace the playground at Centennial Park with an obstacle course-type playground			$120,000		

Table 7-2: Recommendations for parks, trails and boat launches in South Frontenac (continued)

#		Recommendations	Timing				
	Page #	Parks, Trails and Boat Launches	Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years	Past 10 years
PK.9	180	Develop a path and wayfinding system in Centennial Park		$25,000			
PK.10	180	Add a roof structure to the stocksport lanes/ice rink at Centennial Park	$290,000				
PK.11	180	Develop the proposed trail connection to the K&P Trail and trailhead at Centennial Park			$60,000		
PK.12	180	Conduct a market feasibility study for a municipal campground at Centennial Park		$125,000	consulting fees for market analysis, business plan and concept design		
PK.13	180	Implement a skatepark or pump track pilot with portable equipment at Centennial Park			$500,000	design and construction	
PK.14	180	Develop a warming hut at the stocksport lanes/ice rink at Centennial Park				$50,000	
		Sydenham Point Park					
PK.15	182	Improve and expand the play equipment at Sydenham Point Park			$200,000		
PK.16	182	Expand the beach area at Sydenham Point Park		$100,000			
PK.17	182	Pilot geese deterrent technology at Sydenham Park beach	$10,000				
PK.18	182	Approach the library to partner in developing a reading patio and pathway connecting to Sydenham Point Park			Staff		
PK.19	182	Assess the feasibility of providing a flooded rink in the parking lot at Sydenham Point Park	Staff				
PK.20	182	Provide a splash pad at Sydenham Point Park				$200,000	

Table 7-2: Recommendations for parks, trails and boat launches in South Frontenac (continued)

#		Recommendations	Timing				
	Page #	Parks, Trails and Boat Launches	Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years	Past 10 years
		Verona Park					
PK.21	186	Formally combine McMullen Beach Park and McMullen Soccer Park and rename as Verona Park		Staff			
PK.22	186	Upgrade playground equipment at Verona Park				$100,000	
PK.23	186	Remove Basketball nets from current location at Verona Park			$10,000		
PK.24	186	Replace the cemetery fencing beside the tennis courts at Verona Park with a more visually pleasing option			$70,000		
PK.25	186	Prepare, in consultation with the community, the Verona Park Master Plan to plan and schedule the re-development and expansion of the park and surrounding community amenities including relocation of existing facilities, new amenities, pathways and linkages, and parking Key considerations of the plan should include: • Develop a pathway system with signage throughout Verona Park, connecting amenities and creating a connection to Road 38 and the future seniors' residence on Verona Street • Develop a seniors' activity area adjacent to the tennis courts in Verona Park with seating, shade and game tables • Add a half basketball court • Approach the County and Verona Methodist Church to discuss options for shared/ expanded parking		$50,000			

Table 7-2: Recommendations for parks, trails and boat launches in South Frontenac (continued)

#		Recommendations	Timing				
	Page #	Parks, Trails and Boat Launches	Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years	Past 10 years
		Davidson Beach					
PK.26	187	Improve the existing pathway from the parking lot to the beach at Davidson Beach		$80,000	design and construction		
PK.27	187	Erect signage on the road indicating the main entrance to Davidson Beach		$5,000			
PK.28	187	Provide portable toilets at Davidson Beach parking lot		Staff			
PK.29	187	Provide a dock at Davidson Beach		$20,000			
		Gilmour Point					
PK.30	188	Offer nature-based and wellness programs at Gilmour Point Beach	Staff				
		New Beach					
PK.31	189	Undertake a study to identify options for the development of a new beach			$20,000		
		David Bowes Memorial Ball Park					
PK.32	190	Refinish or replace the bleachers at David Bowes Memorial Ball Park	$10,000				
PK.33	190	Add shade structures to the bleachers and team areas at David Bowes Memorial Ball Park		$15,000			
PK.34	190	Implement naturalization and tree planting at David Bowes Memorial Ball Park			Staff		
		Gerald Ball Memorial Park					
PK.35	192	Approach the Storrington Lions to discuss the possibility of partnering to provide a skatepark or pump track at Gerald Ball Memorial Park		Staff			
PK.36	192	Remove the old playground at Gerald Ball Memorial Park and replace it with new equipment, nearer to the parking lot.			$200,000		

Table 7-2: Recommendations for parks, trails and boat launches in South Frontenac (continued)

#		Recommendations	Timing				
	Page #	Parks, Trails and Boat Launches	Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years	Past 10 years
PK.37	192	Add two volleyball courts to Gerald Ball Memorial Park			$60,000		
PK.38	192	Plant trees in open areas, and near the playground and soccer fields in Gerald Ball Memorial Park			$10,000		
PK.39	192	Add a pavilion with seating to Gerald Ball Memorial Park			$100,000		
PK.40	192	Undertake a design process with community consultation to ensure the above recommendations for Gerald Ball Memorial Park are implemented in a way that is supported by the surrounding community.		$50,000			
		Glendower Hall Park					
PK.41	193	Approach potential partners for a community garden or orchard at Glendower Park. If partners are available and willing, set up the gardens or orchard.			$25,000		
		Inverary Ball Park					
PK.42	194	Replace the playground at Inverary Ball Park		$60,000			
PK.43	194	Refinish or replace the bleachers at Inverary Ball Park		$15,000			
PK.44	194	Add a pavilion with seating at Inverary Ball Park			$80,000		
PK.45	194	Implement naturalization and tree planting at Inverary Ball Park.				$10,000	
		Princess Anne Community Centre Park					
PK.46	195	Prepare a Master Plan for the Princess Anne Community Centre & South Frontenac Museum site to determine the types, locations, scheduling etc. of new amenities including: • Outdoor classroom • Teaching garden • Playground • Museum expansion (discussed in facilities)		$50,000			

Table 7-2: Recommendations for parks, trails and boat launches in South Frontenac (continued)

#		Recommendations	Timing				
	Page #	Parks, Trails and Boat Launches	Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years	Past 10 years
		Tett Park					
PK. 47	197	Replace the playground at Tett Park		$100,000			
PK.48	197	Implement naturalization and tree planting at Tett Park				$10,000	
		Wilmer Ball Park					
PK.49	198	Replace the playground at Wilmer Ball Park			$60,000		
PK.50	198	Replace or refinish the bleachers at Wilmer Ball Park			$15,000		
PK.51	198	Retain the canteen building at Wilmer Ball Park for future use	Staff				
PK.52	198	Implement naturalization and tree planting at Wilmer Ball Park		Staff			
		Battersea Ball Diamond					
PK.53	199	Implement naturalization and tree planting at Battersea Ball Diamond		Staff			
		Latimer Community Park					
PK.54	200	Update the playground at Latimer Park				$60,000	
PK.55	200	Update the gazebo at Latimer Park				$80,000	
PK.56	200	Implement naturalization and tree planting at Latimer Park		Staff			
		Harris Hall Park					
PK.57	201	Update the playground at Harris Hall Park		$60,000			
		Bellrock Mill					
PK.58	201	Develop the Bellrock Mill site as a parkette and living museum.				$150,000	
		Petworth Mill					
PK.59	202	Develop the Petworth Mill as a parkette with historical signage and seating area			$100,000		

Table 7-2: Recommendations for parks, trails and boat launches in South Frontenac (continued)

#		Recommendations	Timing				
	Page #	Parks, Trails and Boat Launches	Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years	Past 10 years
		Township Gardens					
PK.60	203	Approach volunteers who maintain Township gardens to discuss the possibility of implementing an edible garden pilot project		Staff			
		Trails					
PK.61	205	Develop a trail strategy to help guide future trail development		Staff			
PK.62	205	Establish Harrowsmith as the Township's primary trailhead/ trail access point		$30,000			
PK.63	205	Retain and enhance the Colebrook Road East right-of-way		$20,000			
		Boat Launches					
PK.64	206	Develop a strategy to assess, update and enhance the Township's boat launches		$40,000			
PK.65	206	Expand and enhance the Shipyards Launch on Dog Lake to provide a concrete ramp and expand parking		$100,000			
PK.66	206	As per the City of Kingston's 2021 Parks and Recreation Master Plan Update, explore opportunity to partner with the City of Kingston for improvements to the boat Launch at Loughborough Lake's west basin		Staff			

Summary of Parks Costs

Reco. #	Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years
PK2	$75,000.00			
PK8			$120,000.00	
PK9		$25,000.00		
PK10	$290,000.00			
PK11			$60,000.00	
PK12		$125,000.00		
PK13			$500,000.00	
PK14				$50,000.00
PK15			$200,000.00	
PK16		$100,000.00		
PK17	$10,000.00			
PK20				$200,000.00
PK22				$100,000.00
PK23			$10,000.00	
PK24			$70,000.00	
PK25		$50,000.00		
PK26		$80,000.00		
PK27		$5,000.00		
PK29		$20,000.00		
PK31			$20,000.00	
PK32	$10,000.00			
PK33		$15,000.00		
PK36			$200,000.00	
PK37			$60,000	
PK38			$10,000.00	
PK39			$100,000.00	
PK40		$50,000.00		
PK41			$25,000.00	
PK42		$60,000.00		
PK43		$15,000.00		
PK44			$80,000.00	
PK45				$10,000.00
PK46		$50,000.00		
PK47		$100,000.00		
PK48				$10,000.00
PK49			$60,000.00	
PK50			$15,000.00	
PK54				$60,000.00
PK55				$80,000.00
PK57		$60,000.00		
PK58				$150,000.00
PK59			$100,000.00	
PK62		$30,000.00		
PK63		$20,000.00		
PK64		$40,000.00		
PK65		$100,000.00		
Totals:	**$385,000.00**	**$945,000.00**	**$1,630,000.00**	**$660,000.00**

7.3 Facilities Recommendations

Table 7-3: Recommendations for facilities in South Frontenac

#		Recommendation	Timing				
	Page #	Facilities	Immediate (2022)	Short 2-4 years	Medium 5-7 years	Long 8-10 years	Past 10 years
		All Facilities					
F.1	76	Confirm recommended outdoor and indoor activity hubs.	Staff				
F.2	78	Activate use of recreation management software system to encompass the functions needed to fully monitor service use, outstanding demand, and associated revenues.	Staff				
F.3	78	Investigate options for people counters to track participants/ attendees at drop-in programs/ sessions and set up a trial period to test acceptable devices, in advance of purchasing multiple units.	Staff				
F.4	82	Engage services of a specialist to develop a user fees policy in consultation with the community.	$50,000				
F.5	83	In conjunction with program development functions, the Township should make every reasonable effort to optimize the use of existing facilities and anticipate program/activity needs in any future facility developments, redevelopments, or enhancements.	Staff				

Table 7-3: Recommendations for facilities in South Frontenac (continued)

#		Recommendation	Timing				
	Page #	Facilities	Immediate (2022)	Short 2-4 years	Medium 5-7 years	Long 8-10 years	Past 10 years
F.6	85	Develop policies/procedures for generating additional sources of revenue that fit within the overall policy framework for parks and recreation services.	Staff				
		Outdoor Facilities					
F.7	86	Consult with ball diamond, rectangular playing field, tennis and pickleball court users to initiate a two-year pilot facility reallocation program, to be supported by documenting scheduling details with recreation management software.	Staff				
F.8	87	Conduct ongoing random, rotating visits to outdoor scheduled facilities to document actual use in relation to allocations by type of use and user.	Staff				
F.9	87	Upon completion of the reallocation pilot and user fees policy adoption, develop and adopt a comprehensive facility allocation policy.		Staff			
F.10	89	Use management software to collect and tabulate data in a manner that contributes to facility planning and operations that is in line with identifying evidence-based demand.		Staff			
F.11	93	Designate appropriately designed diamonds for either adult or child/youth league activity: • Adult: Dave Bowes Memorial Ball Park; Inverary Ball Park; Sydenham Point Memorial Park (lit diamond) = total 4 lit diamonds	Staff				

Table 7-3: Recommendations for facilities in South Frontenac (continued)

#		Recommendation	Timing				
	Page #	Facilities	Immediate (2022)	Short 2-4 years	Medium 5-7 years	Long 8-10 years	Past 10 years
F11	93	• Child/youth: Wilmer Ball Park; Centennial Park; Battersea Ball Diamond; Sydenham Point Memorial Park (unlit diamond), Glendower Park = total 6 diamonds, 4 of which are lit	Staff				
F.12	98	Consult with Minor Ball Association to identify and prioritize required ball diamond improvements		Staff			
F.13	93	Depending on the number of additional fields required for child/youth league activity and costs associated with needed improvements to municipal fields, consider 1) assuming ownership of or 2) entering agreements with Lion's Club for access to Mini Park and/ or Inverary Youth Activities to access diamonds at Ken Garrett Memorial Park, in view of improvements required at these locations and cost differences between the alternatives.			Staff		
F.14	93	The need for new diamonds during the term of the Plan is not anticipated, pending confirmation of evidence-based demand, and potential access to non-municipal fields. The possibility of decommissioning or repurposing surplus fields should be considered over the long-term.				Staff	

Table 7-3: Recommendations for facilities in South Frontenac (continued)

#		Recommendation	Timing				
	Page #	Facilities	Immediate (2022)	Short 2-4 years	Medium 5-7 years	Long 8-10 years	Past 10 years
F.15	98	Designate appropriately designed fields for either adult or child/youth soccer, football, lacrosse, etc.: • Adult: Point Sydenham Point Memorial Park, McMullen Park = total 2 fields, of which 1 is lit • Child/youth: Gerald Ball Park = total 2 unlit fields • Each age group: Centennial Park = total 2 unlit fields	Staff				
F.16	98	Consult with soccer groups to identify required improvements field/site improvements to existing (e.g., storage at Centennial, updating field house at Gerald Ball)	Staff				
F.17	98	The need for new rectangular playing fields during the term of the Plan is anticipated to be limited, pending confirmation of evidence-based demand. The two existing fields at McMullen Park are more than sufficient to accommodate potential growth-related demand, as well as accommodate new, emerging uses. The potential to provide parking at McMullen Park should be considered to facilitate access to these fields. Alternatively, lighting an existing municipal field or accessing School Board fields through formal agreements should be considered.				Staff	
F.18	105	Designate courts and Centennial Park and at Gerald Ball as hubs for pickleball only (12 courts total, of which 6 are lit), and are/ can be scheduled for community use, tournaments, and drop-in play, and move tennis activity at these courts to McMullen Park.	Staff				

Table 7-3: Recommendations for facilities in South Frontenac (continued)

#		Recommendation	Timing				
	Page #	Facilities	Immediate (2022)	Short 2-4 years	Medium 5-7 years	Long 8-10 years	Past 10 years
F.19	105	Provision of new pickleball courts at Glendower Park will improve distribution of supply throughout the Township and, in conjunction with optimal use of existing facilities, will meet needs during the term of the Master Plan				Staff	
F.20	105	Designate courts at McMullen Park exclusively for tennis with the intent of developing a community tennis club at this location.	Staff				
F.21	105	Redeveloping the tennis courts at McMullen Park should include relocating the basketball and shuffleboard courts elsewhere on the site. Light courts if level of use verifies demand	$350,000				
F.22	105	With the redevelopment of tennis courts at McMullen Park, additional facilities are needed in the short-term and longer-term requirements will depend on trends in local club development/participation, which will be monitored and tracked as part of ongoing planning activities	$50,000				
F.23	107	Designate Centennial as the hub for stocksport, which has seen the recent completion of a league play facility. Allocate funds to cover the facility for sun protection, extended play, tournament activity, and other uses when not scheduled for stocksport (e.g., outdoor rink, farmer's market).	Staff				
F.24	107	Consider regional approach to supporting competitive stocksport with economic development funding for its sport-tourism potential.				Council	

Table 7-3: Recommendations for facilities in South Frontenac (continued)

#		Recommendation	Timing				
	Page #	Facilities	Immediate (2022)	Short 2-4 years	Medium 5-7 years	Long 8-10 years	Past 10 years
F.25	107	No additional stocksport facilities are needed pending monitoring trends in use of newly introduced facility for both community-based and competitive programming.					
F.26	108	Replace horseshoe pits at Centennial Park and maintain both these and the pits in Gerald Ball Memorial Park.	$10,000				
		Indoor Facilities					
F.27	112	Designate Storrington Centre and Glendower Hall as primary indoor non-sport program/ activity hubs.	Staff				
F.28	113	Complete Planned Expansion of Storrington Centre	$422,309	as per Canada Community Revitalization Fund grant			
F.29	113	Conduct space planning study for program/service development at Glendower Hall.		$35,000			
F.30	113	Undertake only mandatory facility repairs until renovations plans are confirmed.	Staff				
F.31	114	Consider entering an agreement with large not-for-profit hall organizations for sharing the rental market for large community events.		Staff			
F.32	118	If Harris Park Hall use levels have not increased to at least 75% of available time in three years, the Township should work on behalf of the current user groups to investigate the possibility of their accommodation at Perth Road United Church, and decommission and remove the facility.		Staff			
F.33	118	Undertake only mandatory facility repairs until future of the Hall is confirmed.	Staff				

Table 7-3: Recommendations for facilities in South Frontenac (continued)

#		Recommendation	Timing				
	Page #	Facilities	Immediate (2022)	Short 2-4 years	Medium 5-7 years	Long 8-10 years	Past 10 years
F.34	120	In order of priority 1) investigate the feasibility of repurposing Fermoy Hall as an internet café, with supporting business plans, 2) finishing to accommodate demand for general program/ activity space, or 3) selling it on the open market. Allocate budget to complete the selected option.	Staff cost to facilitate process; $500,000 estimated amount from Township to finish basic improvements including septic system and plumbing				
F.35	120	Regardless of the future of Fermoy Hall, the building should be cleaned up both internally and externally to protect and maintain the investment that has been made to date.	Staff				
F.36	121	Facilitate the use of the McMullen Beach building for use as a tennis club house.	Staff				
F.37	122	Township should reach out to small halls (and other local not-for-profit organizations) to investigate programming opportunities for their facilities and a collective approach to coordinating and supporting each other in service delivery		Staff			
F.38	125	Potential need for additional access to ice time should be met through additional scheduling of available time and, if required, extending operating hours in mornings before 8am and evenings beyond current closing times		Staff			
F.39	125	The joint Frontenac Community Arena Board monitors and tracks hours of arena use, which can be used to anticipate the point at which unmet demand for ice time is sufficient to support an additional pad in the market, and the approach to responding to confirmed need	Arena Board				
F.40	125	Complete the second storey renovations to the Frontenac Community Arena	$400,000				

Table 7-3: Recommendations for facilities in South Frontenac (continued)

#		Recommendation	Timing				
	Page #	Facilities	Immediate (2022)	Short 2-4 years	Medium 5-7 years	Long 8-10 years	Past 10 years
F.41	126	Consolidate the Bradshaw School House and South Frontenac museums at the South Frontenac site, conduct required upgrades at this location, and decommission/sell Bradshaw School House.		Staff			
F.42	127	Incorporate seniors' program space requirements in future new/repurposed facilities	Staff cost to consult				
F.43	137	Commit to the future development of a multi-purpose hub for active sport/recreation to help determine the scope of more immediate programming/ renovation objectives for Storrington Centre and Glendower Hall, and Fermoy Hall	Council				
F.44	137	Set estimated capital budget for new municipal indoor multi-purpose hub for active sport/ recreation			Staff		
F.45	137	Establish parameters for feasibility study RFP to assess and evaluate options for an indoor active sport/recreation hub			Staff		
F.46	137	Investigate the feasibility of increased access to existing gyms for active sports programming	Staff				
F.47	137	The Township of South Frontenac should not provide an indoor pool during the term of the Plan					
F.48	137	Consider offering a shuttle service to the nearest indoor pool in Kingston on peak program days to help residents' access the City's services	Staff				

Summary of Facilities Costs

Reco. #	Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years
F4	$50,000.00			
F21	$350,000.00			
F22	$50,000.00			
F26	$10,000.00			
F28	$422,309.00			
F29		$35,000.00		
F34			$500,000	
F40	$100,000.00			
Total	**$982,309.00**	**$35,000.00**	**$500,000.00**	

7.4 Programs and Events Recommendations

Table 7-4: Recommendations for programs and events in South Frontenac

#		Recommendation	Timing				
	Page #	Programs and Events	Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years	Past 10 years
PE.1	63	Establish an equipment lending library to support self-directed outdoor recreation in all seasons		$5,000			
PE.2	63	Work with legal team to determine requirements and next steps to safely allow new outdoor recreation activities, such as lake skating	Staff				
PE.3	63	Where possible, develop new and move existing programs and events outdoors, in all seasons	Staff cost, and facility/amenity costs would be covered under parks and facilities recommendations				
PE.4	63	Work with wellness and fitness program providers to confirm unmet demand for adult wellness and fitness programs, and if confirmed, work with providers to expand programs, beginning with pilot programs.	Staff				
PE.5	65	Expand nature-based programs and events, in collaboration with relevant agencies and organizations		Staff			
PE.6	66	Identify providers who are willing and bale to provide gymnasium activities for all ages (e.g. badminton, children's games, martial arts, fitness classes, basketball etc.) and work with them to develop gymnasium sport programs for adults and children	Staff				
PE.7	67	Develop short duration programs for all ages, following the Westboro Brainery Model		Staff			

Table 7-3: Recommendations for programs and events in South Frontenac (continued)

#		Recommendation	Timing				
	Page #	Programs and Events	Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years	Past 10 years
PE.8	68	Working with arts and culture providers in the Township (particularly the South Frontenac Museum Society and New Leaf Link), develop arts and culture programs for all ages	Staff				
PE.9	73	Institute biannual programming planning sessions with community organizers	Staff				
PE.10	73	Request ongoing program, activity and event data tracking from community providers, for data not able to be collected through PerfectMind	Staff				
PE.11	73	Directly contract instructors for activities where certification is required, or there are no existing local providers, or not enough providers, who can fill the role		Staff (instructor costs paid through program registration)			

RECREATION, PARKS, AND LEISURE MASTER PLAN

APPENDICES

SOUTH FRONTENAC

APPENDIX A: GreenPlay LLC Pricing

Pricing for GreenPlay (CDN equivalents)

Level One: Hourly Consultations ($185 CDN)

For $150 per hour, we will walk you through conversations, philosophy and exercises that you can use to evaluate your programs and services and begin determining your Resource Allocation Strategy.

Level Two: Accelerated Resource Allocation Process ($14,860 to $22,300 CDN)

For $12,000 - $18,000 we will use best practices to engage staff in the creation of categories of service and a resource allocation model tailored to your community. A financial analysis will identify current levels of cost recovery from which targets will be set to meet current needs while justifying a mission-based approach to service.

Level Three: Accelerated Resource Allocation Process with Community Engagement ($19,820 to $31,000 CDN)

For $16,000 - $25,000, in addition to Level Two scope, we will engage the community through focus groups to understand values, and a community survey opportunity to address criteria and priorities. A Services Assessment workshop will introduce you to tools to address your mission and analyze your service portfolio and immediate needs.

Level Four: Full Resource Allocation and Cost Recovery Study ($49,500 to $54,500 CDN)

For $40,000 - $44,000 we will provide and facilitate a staff intensive study designed to create cultural change within your agency while developing ongoing business tools promoting financial stability and sustainability. This approach will reach far into staffing levels with a solid understanding of the concepts, methodologies, and tools, resulting in a Resource Allocation Philosophy, Policy and Model that will serve you well, regardless of your economic situation.

APPENDIX B: Ball Diamonds

Use Calculations (based on use information from Township)

Prime time estimate:

- 2 hours/evening unlit x 5 nights a week (average of nights used on diamonds)
- 4 hours/evening lit x 5 nights a week (average of nights on used diamonds
- = 7 x 4 x 5 = 140/week or 20 per week per diamond

Table B-1: Use Calculations

Park/diamond Name	Number	Use 2019	Prime time estimate	% prime time used	Visual Survey Condition
Battersea Baseball Diamond	1 lit	• 4m 118h or av. 30/month • 4 nights per week	20 hrs/week x 16 weeks = 320/ season	36.9% (118/320)	• good
Dave Bowes Memorial Ball Park	2 lit	• 6m 192h or av. 32/month • 7 nights per week	40 hrs/week x 24 weeks = 960/ season	20% (192/960)	• both good diamonds
The Point Memorial Park, Sydenham	2 (1 lit)	• 5m 150h or av. 30/month • 7 nights per week	20 hrs/week x 20 = 400/season	37.5% (150/400)	• lit good • unlit fair (grass infield)
Centennial Park	2 (1 lit)	• only one diamond used	• only one diamond used		• lit diamond good • unlit diamond poor (lower)
Glendower Park	1 (lit)	• not used	• not used		• fair (grass infield)
Inverary Ball Park	1 lit	• 4m 16h or av. 17/month • 5 nights a week	20 hrs/week x 16 weeks = 320/ season	5% (16/320)	• fair
Wilmer Ball Park	1 lit	• 2 months @ 2 hrs/week = 16 hrs • 1 month @ 2 hrs/week = 8 hrs	20 hrs/week x 8 weeks = 160/ season	21% (34/160)	• fair/poor

Table B-2: Assessment Variables

Park/diamond Name	Number	Estimate % Prime Time Used	Size & Visual Survey Condition	Users
Battersea Baseball Diamond	1 lit	36.9%	• medium • good	• 4 child/youth teams • 2 adult teams
Dave Bowes Memorial Ball Park	2 lit	20%	• large • both good diamonds	• 4 child/youth teams • 5 adults teams • tournaments
The Point Memorial Park, Sydenham	2 (1 lit)	37.5%	• large lit/small unlit • lit good • unlit fair (grass infield)	• 5 child/youth teams • 1 adult teams
Centennial Park	2 (1 lit)	• only one diamond used	• medium • lit diamond good • unlit lower diamond poor	• 4 child/youth teams • Harrowsmith Social & Athletic Club
Glendower Park	1 (lit)	• not used	• small • fair (grass infield)	• none
Inverary Ball Park	1 lit	5%	• large • fair	• 3 adult teams
Wilmer Ball Park	1 lit	21%	• large • fair/poor	• 2 child/youth teams

APPENDIX C: Rectangular Playing Fields

Table C-1: Assessment Variables

Park/Site Name	Number	Estimate % Prime Time Used	Size & Visual Survey Condition	Users
Frontenac Community Arena, Godfrey	2	no longer scheduled	• junior, unlit • good condition	
Centennial Park, Harrowsmith	2	well used	• well used	• Frontenac Soccer Association • Storrington Soccer Association
Gerald Ball Memorial Park, Sunbury	2	well used	• adult, unlit • portable nets • good condition	• home of Storrington Minor Soccer
McMullen Soccer Park, Verona	2	not used	• adult, unlit • junior, unlit • both fair condition	• no parking available is primary reason for lack of use
Point Memorial Park, Sydenham	1 lit	well used	• adult, lit • good condition	• football field • TIMFL • South Frontenac Community Services
Princess Anne Community Centre, Hartington	1	not used	• junior, unlit • good condition	
Sub-total	**10 (1 lit)**			
St. Patrick's C.S., Harrowsmith	1		• junior, unlit	• no reported use
Harrowsmith P.S.	1		• junior, unlit	• Frontenac Soccer Association
Loughorough P.S., Sydenham	1		• adult, unlit	• no reported use
Perth Road P.S.	1		• adult, unlit	• no reported use
Prince Charles P.S., Verona	1		• junior, unlit	• no reported use
Storrington P.S., Battersea	1		• adult, unlit • track & field combination • good condition	• no reported use
Totals	**16 (1 lit)**			

APPENDIX D: Net Sport Courts

Table D-2: Assessment Variables

Park/Name & Location	Number & Type			Visual Survey Condition	Users
	Pickleball	Tennis	Combined		
Centennial Park, Harrowsmith	4		2 pickleball/1 tennis	excellent condition	• home of Frontenac Pickleball Club
Gerald Ball Memorial Park, Sunbury	4 (lit)		2 pickleball/1 tennis	excellent condition	• home of South Frontenac and Battersea Pickleball • Southern Frontenac Community Services
McMullen Beach Park, Verona		2		poor condition	
Point Memorial Park, Sydenham	2	1		excellent condition	• Southern Frontenac Community Services • schools and private bookings
Glendower Park, Godfrey		2 lit		fair condition	
Total	**10 (4 lit)**	**5 (2 lit)**	**4 pickleball/2 tennis**		

Table D-3: 2021 User Group Court Reservations

Park & Court #	Season Duration	Bookings by Day*						
Gerald Ball		M	T	W	T	F	S	S
1	June 15 - Sept 9		9 - 11a	9 - 11a	9 - 11a			
	Apr 13 - June 10 Sept 14 - Oct 28		3 - 5p	3 - 5p	3 - 5p			
	June 1 - Sept 30		11a - 1p		11a - 1p			
	July 23 - Oct 1	9 - 11a				9 - 11a		
2	June 15 - Sept 9		9 - 11a	9 - 11a	9 - 11a			
	Apr 13 - June 10 Sept 14 - Oct 28		3 - 5p	3 - 5p	3 - 5p			
3	April 15 - Oct 31	9 - 11a		9 - 11a		9 - 11a		
4	May 3 - Sept 3	9 - 11a		9 - 11a		9 - 11a		
Centennial Park								
1	May 3 - Sept 29	9 - 11a		9 - 11a		9 - 11a		
	July 27 - Aug 24		5 - 7p					
2	May 3 - Sept 29	9 - 11a		9 - 11a		9 - 11a		
	July 27 - Aug 24		5 - 7p					
3	May 3 - Sept 29	9 - 11a		9 - 11a		9 - 11a		
4	May 3 - Sept 29	9 - 11a		9 - 11a		9 - 11a		
5	May 3 - Sept 29	9 - 11a		9 - 11a		9 - 11a		
6	May 3 - Sept 29	9 - 11a		9 - 11a		9 - 11a		
Totals		9	7	12	5	8		

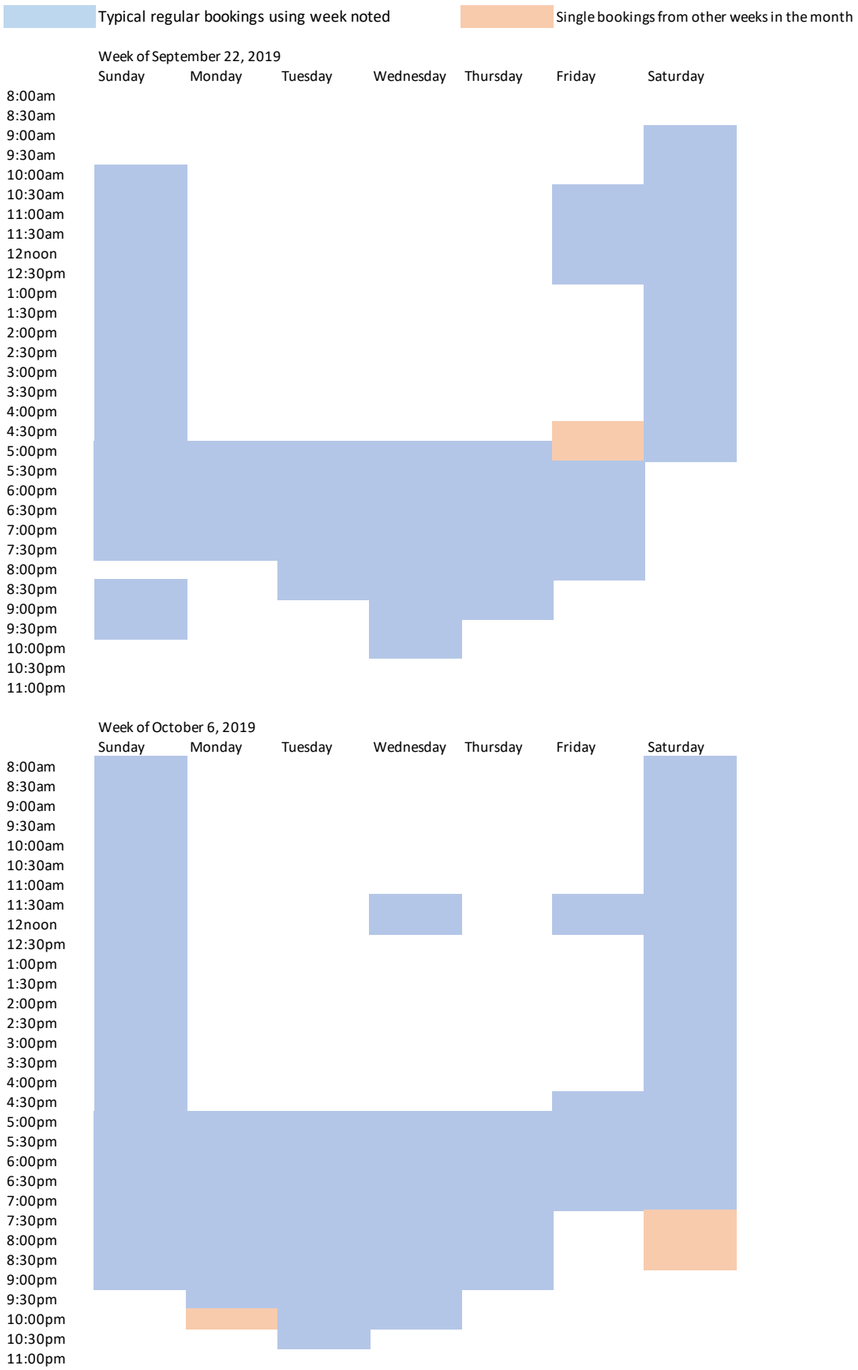
* shaded calls indicate designated drop-in/casual use times

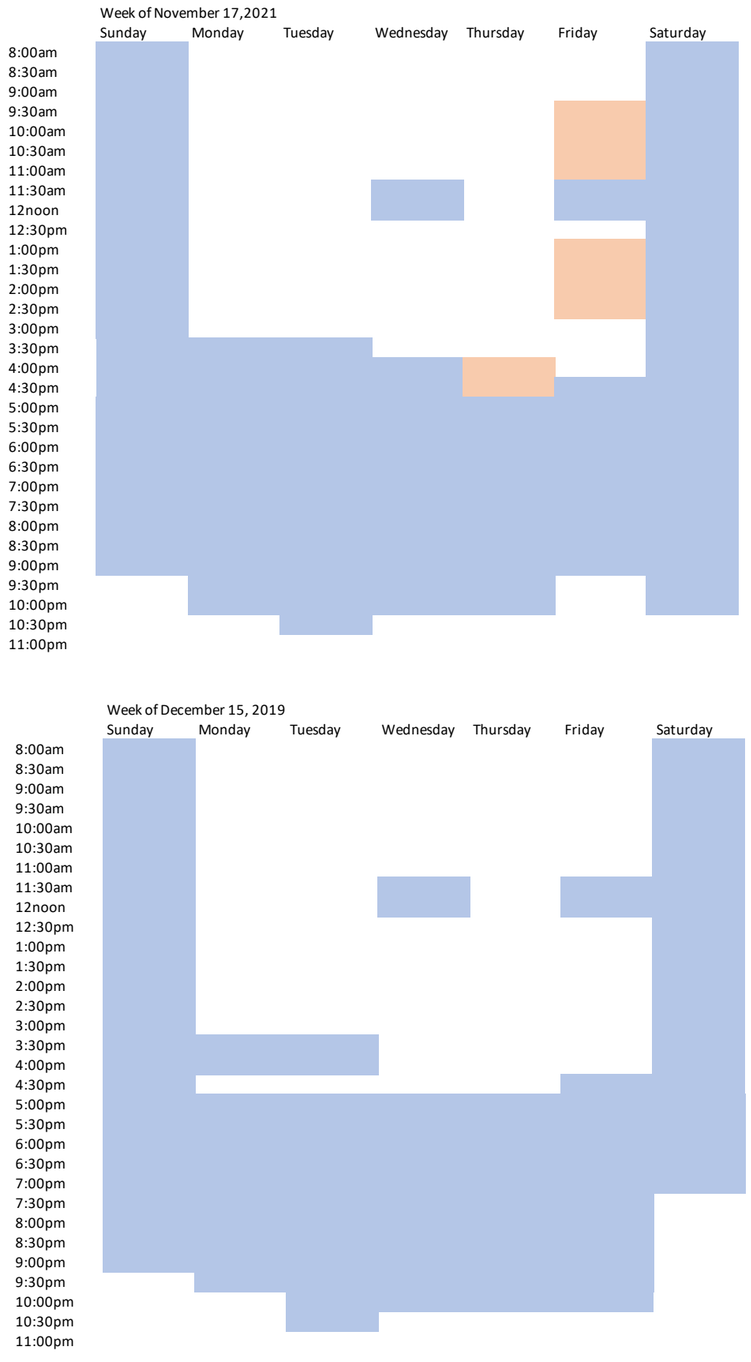
Table D-4: Summary of Club Surveys

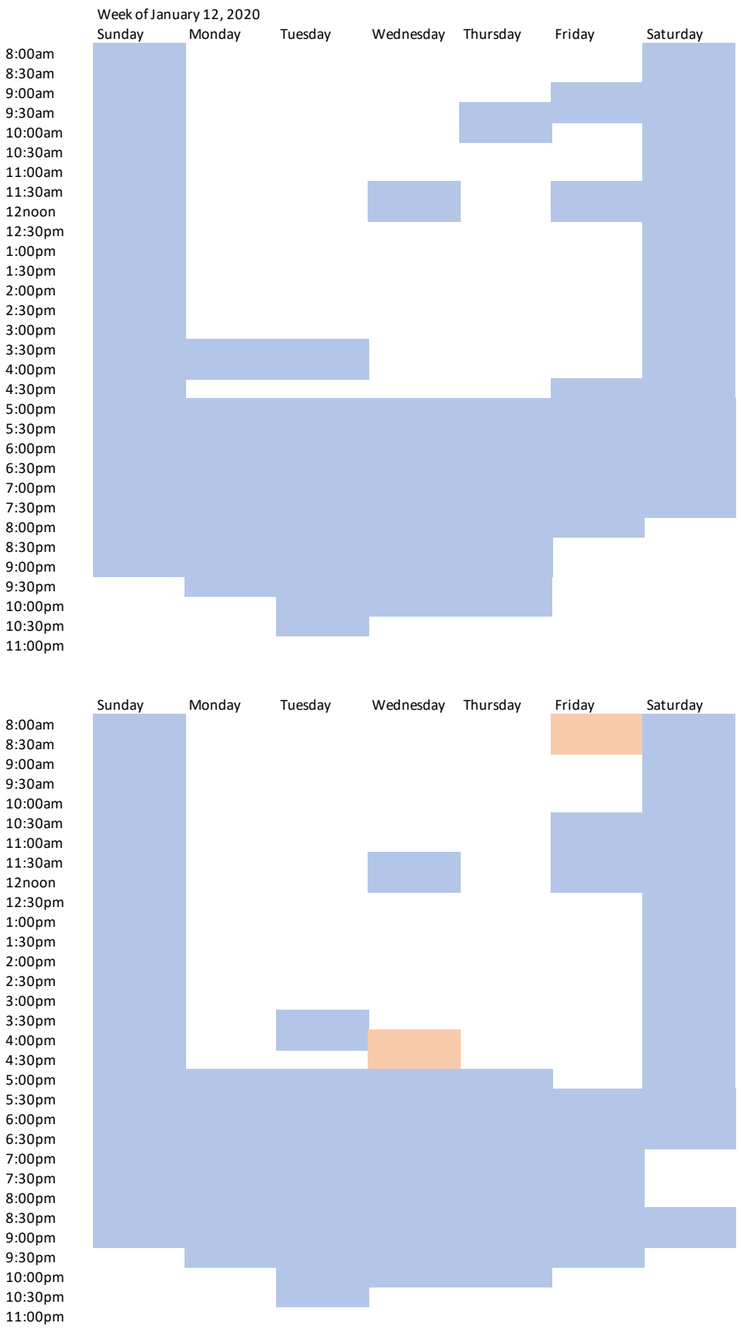
Club Name & Base	Age served	Months Active	Members 2019	Facilities Used	Future Growth	Needed Facilities
Frontenac Pickleball Club Centennial Park Harrowsmith	20 to 75+ years	April through October	75	Harrowsmith courts	+ 25%	• outdoor courts • gym • large multi-purpose space
Battersea Pickleball Group Gerald Ball Park, Sunbury	35 to 75+ years	All year	25	Sunbury courts; Storrington PS gym	+ 25%	• outdoor courts • gym
South Frontenac Pickleball Inverary	20 to 75+	April through November	50	courts in Sunbury, Sydenham, Harrowsmith, Inverary; 5 school gyms; Sunbury community hall; Harrowsmith church	+ 25%	• covered outdoor space • designated indoor space • storage for nets and paddles

APPENDIX E: Arena Schedule for selected months, 2019/2020

Table E-1: Frontenac Community Arena: Ice Schedule for September to February 2019/20







APPENDIX F: Boat Launch Assessment Terms of Reference

Boat Launch Assessment Terms of Reference

The Township's twenty boat launches are a critical aspect of waterfront recreation in South Frontenac. Keeping these locations in good condition while maximizing their potential to ensure they can accommodate future demands should be a focus of the Township, as use is anticipated to grow in the future. The impact of fluctuating water levels and ensuring climate resiliency at boat launches is also an important consideration.

While some preliminary investigative work was undertaken during the development of the Recreation, Parks and Leisure Master Plan, this primarily consisted of documenting the location and function of the boat launches. Moving forward, more detailed 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.

As per Recommendation PK.64, it is suggested that this investigative work be undertaken to help establish a baseline regarding existing conditions. This may be done on an individual location by location basis, or as one larger project over a six-to-eight-month period under one contract. The latter approach would be more efficient and provide a more immediate understanding of existing conditions, but would be a significantly larger contract. If only a small budget can be dedicated each year, this work can be separated into individual projects on an as-needed basis over many years.

Key components of boat launch assessment work include:

- Legal, topographic and bathymetric surveys
- Facility condition assessment
- Concept development
- Cost estimates
- Prioritization

The following provides further details on how this work may be undertaken and how the findings from this work can be used to help identify future improvements to the Township's boat launches. This information may be used in the development of a terms of reference for the procurement of this work.

1. Legal, Topographic and Bathymetric Survey

Each boat launch should be surveyed to understand the site's existing conditions. This includes:

- Legal survey of each property including the identification of any easements
- Topographic survey, which includes but is not limited to:
    - Elevations with the site boundary and extending a minimum of 5 metres onto adjacent properties
    - Location of all trees over 10 cm
    - Identification of groupings of vegetation
    - Above and below grade utilities
    - Edge/limit of all surface materials (concrete, asphalt, granular, natural surfaces)
    - Structures (docks, launch ramp, sheds, and other associated buildings)
    - Signage and other amenities (trash cans, bollards,
    - Shoreline condition and features
- Bathymetry from shoreline edge to a minimum of 8-12 metres into water to understand the depth of water surrounding the launch, which will help identify potential underwater obstructions and the potential need for dredging or limitations regarding boat size

2. Facility Condition Assessment

Each location should be inventoried, documented and assessed in regard to the existing features of each site and their condition. This includes:

- Photographic inventory
- Assessment of all structures and their anticipated life expectancy. This includes pavement, docks/in water structures, boat launch ramps and their associated infrastructure
- Ingress and egress to/from the site from the adjacent road to understand any challenges associated with the property in terms of safe vehicular movement and sight-lines associated with roadway traffic

3. Concept Development

From the information gathered through the site surveys and facility condition assessments, each boat launch site should be reviewed and assessed for their potential and/or need for future enhancements. Key considerations should include but not limited to:

- Safe vehicular access
- Turning movement for vehicles with trailers
- Parking configuration
- Potential for off-site and/or overflow roadside parking
- Docking and launch facilities
- Potential for additional amenities (boat washing, small craft launch, seating, signage)

4. Cost Estimates

Based on the completed facility condition assessment and concept developed for each boat launch, a cost estimate should be prepared to understand the cost of the recommended capital improvements for budgeting purposes. This estimate should include both hard and soft costs associated with implementing the boat launch improvements.

5. Prioritization

In unison with the costing, the priority for boat launch improvements should be determined. This priority sequencing should consider:

- Immediate need and quick wins
- Aging infrastructure and safety concerns
- Frequency of use to prioritize spending on popular/well used launch locations
- Potential future demand associated with proposed improvements (i.e. will enhancements encourage more users)
- Balanced spending based on available financial resources (available budget)

APPENDIX G: Indoor Pools

Table G-1 shows that, from a total of 337 indoor 25-metre and leisure pools in Ontario, 78 (23%) are in communities (both rural, small and larger urban) below 30,000 population. These are the types of pools that would be most comparable to a facility for South Frontenac. Over three-quarters of Ontario communities of smaller than 30,000, therefore, do not have indoor pools.

Table G-1: Ontario Census Subdivisions with Pools by Type [2]

Pool Type	# owned by all jurisdictions (provincial, regional, municipal)	# owned (or leased) by lower-tier municipalities	% municipally owned	Census subdivisions1 (CSDs) within Rural and Small Town Areas*	Census subdivisions1 (CSDs) within Larger Urban Centres**	Rural and Small + Larger Urban up to 29,999 Population	Census subdivisions1 (CSDs) within Larger Urban Centres**
				# CSDs in with population of 1,000 or more	# in CSDs population up to 29,999	#/% of total	# in CSDs population 30,000 +
Indoor, 25 metres	221	221	100	30	22	52 / 24%	169
Indoor, 50 metres or longer	13	13	100	1	1	2 / 15%	11
Indoor, leisure	116	116	100	15	11	26 / 22%	90
Outdoor	263	263	100	49	21	70 / 27%	192

* outside Census Metropolitan Areas and outside Census Agglomerations
**within Census Metropolitan Areas and Census Agglomerations

2 Rural Ontario Institute. Focus on Rural Ontario. Vol. 7, No. 11, 2020 Culture, Recreation and Sports Infrastructure in Rural Ontario

In view of these findings and the variation in municipal circumstances that lead to decisions on facility provision, a web-based review of Ontario communities around 20,000 population was conducted to identify those with indoor pools and search for financial data related to their operations. Using the Association of Municipalities of Ontario (AMO) open data, 14 municipalities were identified and each municipal website was consulted for information related to the supply and financing of indoor pools. Table G-2 shows the information on supply.

Five of 14 communities have municipally owned indoor pools ranging from single tank lane pools to facilities with both lane and leisure pools: the Townships of Wilmot and Uxbridge, and the Towns of Wasaga Beach, Essex, and Collingwood. Of the five, the Town of Wasaga Beach pool is operated by the YMCA. Four, therefore, are municipally owned and operated.

Table G-2: Indoor Pool Review

Municipality*	2016 Population*	Municipal Indoor Pool		Description/comments
		Yes	No	
Township of Essa	21,083		X	
Township of Wilmot	20,545	X		• Wilmot Aquatic Centre has two accessible swimming pools: an eight lane, 25-metre lap pool and a warm water leisure pool with beach entry • Located at the Wilmot Recreation Complex
Town of Amherstburg	21,936		X	• Lions outdoor pool permanently closed
Town of Kingsville	21,552		X	
Township of Oro-Medonte	21,036		X	• As part of a 2010 study by The Rethink Group (p. 107) it was determined that although an aquatic facility was a relatively high priority among residents, its potential inclusion in township-wide multi-use recreation centre was beyond the financial ability of the Municipality to provide at the time.

Between 2010 and 2019, three municipalities - the Township of Oro-Medonte, the Municipality of Strathroy-Caradoc and the Town of Lincoln - decided not to develop indoor aquatic facilities due the costs of provision and operation relative to a small population base. The Town of Uxbridge's pool is an aging facility (approximately 30 years old) that requires major upgrades/repairs. The Township's ten-year capital plan identifies a preliminary cost estimate of $28.5 million (2023$) to develop a new aquatic facility comprising a 6-lane, 25 metre pool, a therapy pool and a multi-purpose space of approximately 26,500 square feet. Construction is assigned to the years 2025/26 but will not go ahead unless the Township is successful in grants from the federal and provincial governments totalling $12.35 million or just over 70% of the full cost. Previous applications for this project have been unsuccessful.

Municipality*	2016 Population*	Municipal Indoor Pool		Description/comments
		Yes	No	
Township of Scugog	21,617		X	• outdoor pool
Town of Tecumseh	23,229		X	• outdoor leisure pool
Township of Uxbridge	21,176	X		• Uxpool Aquatic Fitness Centre • 25-metre lane pool
Town of Wasaga Beach	20,675	X		• YMCA operates municipal pool in Recplex, which includes a lane pool and a hot tub
Town of Essex	20,427	X		• 4-lane 25-metre lap pool and Tarzan rope, a leisure pool and waterslide, and a training pool with stretch bars • located at Essex Recreation Complex
Town of Collingwood	21,793	X		• 6-lane 25-metre pool, and leisure pool • located at Centennial Aquatic Centre
Town of Lincoln	23,787		X	• 2 outdoor pools • The 2019 Master Plan prepared by Monteith Brown (p. 63) notes: Lincoln's population - both now and into the foreseeable future - is insufficient to adequately support an indoor aquatic facility and offset the substantial associated costs (roughly estimated at $10 million - $15 million to build with an annual operating shortfall approaching $500,000).
City of Owen Sound	21,341		X	• YMCA of Owen Sound Grey Bruce Aquatic Centre: a warm water leisure pool and a full 25 metre, 8 lane main pool • municipal outdoor heated pool
Municipality of Strathroy-Caradoc	20,867		X	• in 2012 Council decided not to proceed with an Indoor Pool Facility project at this time due to current financial constraints and the significant impact this project would have on the ability to meet the future service needs of the Municipality (estimated expenditure of over $14 million)

*Source: https://www.amo.on.ca/size-municipal-council-and-population

Different approaches to accounting and the various components in the complexes identified preclude directly comparing operating costs. For four of these facilities, figures were relatively easy to extract from recent budgets. They are also shown in Table G-3 in relation to total municipal expenditure and revenues to give context to the figures. The Township of Wilmot showed an operating surplus of over $500,000. At the same time, the total net operating deficit for recreation was $2.7 million. The facility operating deficits varied with the Uxpool showing a very low net deficit compared to those for the Towns of Wasaga Beach and Essex. As newer facilities, however, the figures for the latter two are likely closer to that which could be expected for an indoor aquatic centre in South Frontenac.

Table G-3: Sample of Indoor Pool Operating Costs and Revenues

	Township of Uxbridge Uxpool 2019 ($)	Town of Wasaga Beach Recplex 2021 ($)	Town of Essex Essex Recreation Complex 2019 ($)	Township of Wilmot Wilmot Aquatic Centre2019 ($)
Facility operating expenditures	631,129	322,408.36		919,820
Facility operating revenues	478,466	14,206.14		1,456,450
Net	(152,663)	(308,202.22)	(385,381)	536,630
Total Municipal Expenditures	15,715,059	29,546,455.93	42,531,039	16,983,773
Total Municipal Revenues	19,687,539	42,620,705.16	42,936,058	9,088,543

Note: Figures shown are before amortization adjustments; all, except for Wilmot, were indicated as actual budget figures.

SOUTH FRONTENAC

Recreation, Parks and Leisure Master Plan

Final Presentation










June 7, 2022

Final Master Plan

Presentation Outline

1. Purpose
2. Approach
3. Engagement Process
4. Key Considerations + Key Trends
5. Recommendations
6. Implementation
7. Questions + Discussion



Purpose

Parks, Recreation and Leisure Master Plan

- **Identify** relevant trends in providing municipal parks and recreation services
- **Evaluate** local needs and opportunities for recreation programs and events, facilities, parks and trails
- **Provide** recommendations for new/improved programs, events, facilities, parks and trails
- **Guide** the Township on implementing improvements over the next 10 years

Purpose

10 Year Master Plan

1. Important tool for budgeting purposes
2. Must be viewed as a living document to be updated and adjusted through the annual budget planning process
3. Recommendations may be advanced, delayed or amended to respond to changing circumstances
4. Some initiatives will require additional community consultation to arrive at detailed plans and designs
5. Council, in consultation with Township staff, will determine when and how initiatives are implemented
6. Master Plan to be revisited in 2031 in consultation with all internal and external stakeholders

Approach

Parks, Recreation and Leisure Master Plan

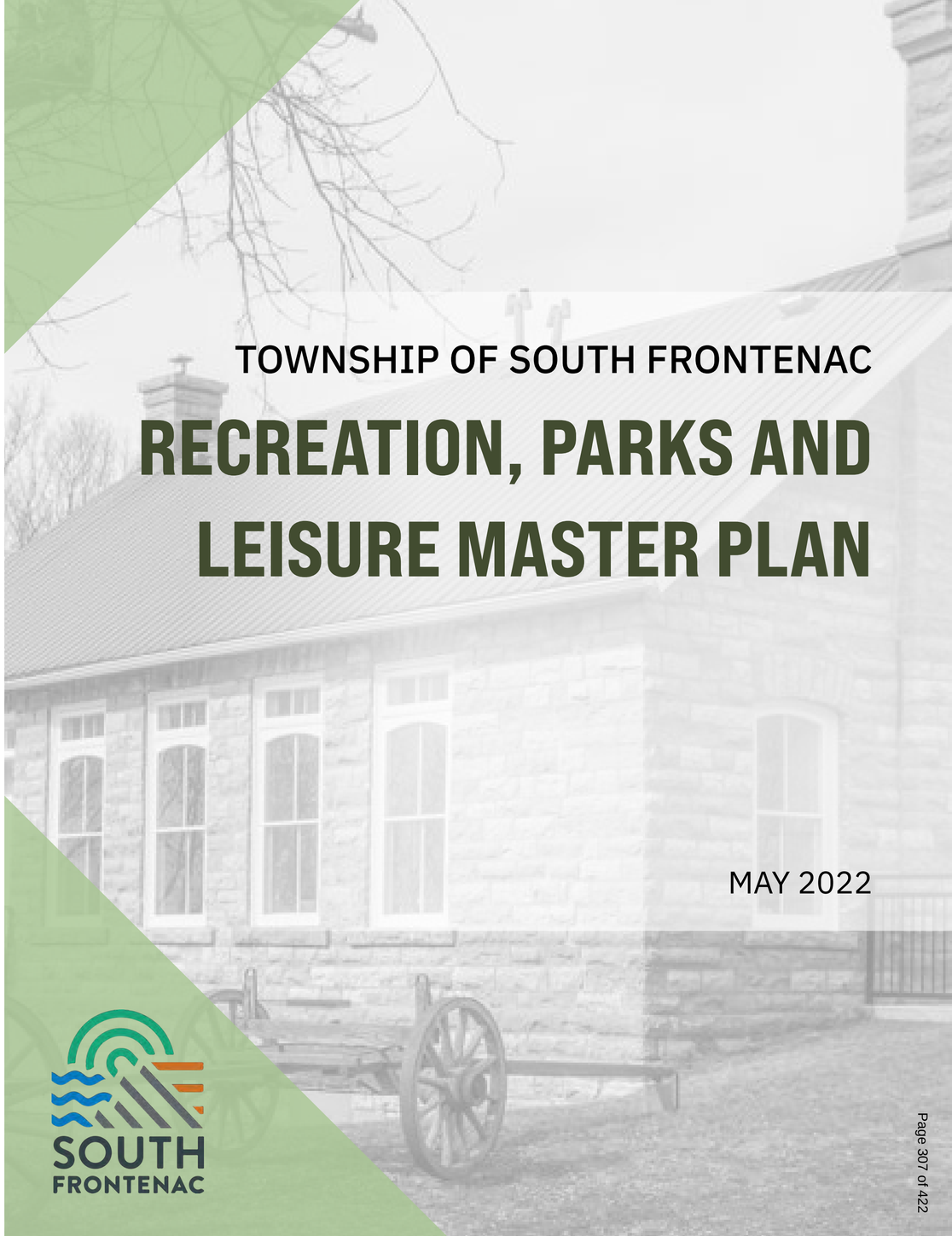
- Phase 1: Project Initiation and Background Research **– Winter 2020**
- Phase 2: Community Engagement **– Winter / Spring 2021**
- Phase 3: Needs Assessment and Draft Report **– Summer to end of 2021**
- Phase 4: Final Recreation, Parks and Leisure Master Plan **– Spring 2022**



Engagement Process

Interviews + Online

- **9** one-on-one interviews with Councillors
- **11** interviews with Township and County staff
- **4** community groups and organizations
- **9** focus group sessions
- engagefrontenac.ca
- Summary report posted online summer/fall 2021
- Draft report posted online spring 2022



Engagement Process

Surveys

- Online Survey of Residential Households **– 486 respondents**
- Random Resident Telephone Survey **– 300 respondents**
- Facility and Park User Group Survey **– 22 respondents**
- Community Service, Business and Small Organization Survey **– 26 respondents**



Key Considerations

Programs

- Most programs are offered by volunteer and non-profit organizations
- Wide range of programs are offered including sports, social, learning and arts
- Township provides two programs for school-aged children: swim and day camp and the Healthy Kids Drop-in program

Key Considerations

Programs

- Half of those surveyed indicated that nothing prevents them or a member of their household from participating in programs
- Approximately half of those surveyed were unsure about the need for additional programs
- Respondents indicated that the age group most in need of additional programming is adults

Key Considerations

Programs

Top programs of interest from the telephone survey



Wellness Programs: 37%



Court Sports: 32%



Individual Fitness Classes: 29%



Gymnasium Sports: 29%



Group Fitness Classes: 23%

Top programs of interest from the online survey



Group Fitness Classes: 52%



Wellness Programs: 50%



Gymnasium Sports: 47%



Court Sports: 42%



One-day or Weekend Special events: 41 %

Key Considerations

Programs

- **Program areas identified for development:**
  - Outdoor, all-season programs and events
  - Wellness and fitness programs
  - Nature-based programming
  - Gymnasium sports
  - Short duration programs and events
  - Arts and culture programs and events

Key Considerations

Facilities

- Facilities are widely distributed across the municipality, straining resources and contributing to competition and underutilization
- Aging facilities require improvements/upgrades to optimize their programming potential
- Currently there is insufficient documentation on use of, and demand for facilities
- Revenue from facilities is significantly less than operating costs
- There is an opportunity to rationalize revenue generating practices



Key Considerations

Parks, Trails and Boat Launches

- Parks are well used by most residents
- Most frequently used parks are located in Sydenham, Verona, Inverary, Battersea and Harrowsmith
- Environmentally-sensitive park management and outdoor recreation were identified as important to the community. Some supportive actions include:
  - lake ecosystem health
  - managed naturalization
  - providing shelter from sun and rain
  - winter programming and events

Key Considerations

Parks, Trails and Boat Launches

- Community is well supplied with open space when you consider access to private lands and waterfront spaces
- New parks will be required in concert with new residential developments in settlement areas
- The Cataraqui, K&P and Rideau Trails are important amenities within and linking the various settlement areas
- Twenty municipal boat launches provide access to 14 of South Frontenac's 75 lakes

Key Trends

Trends in Parks and Recreation Service Provision

Discussed in Section 2.0 of the Master Plan:

- Urban out migration
- Pandemic recovery
- Environmentally-focused parks planning and management
- Activity hubs
- Arts, culture and heritage
- Esports
- Adult programming
- Infrastructure and equipment

Recommendations

Summary of Assessment Framework

Discussed in Section 3.0 of the Master Plan:

- Consider actual use/activity levels as opposed to expressed demand
- Township to remain primarily an indirect service provider of recreation services
- Establish reciprocal relationships with community groups when providing recreation services
- Favour recreation services and operations that put the natural environment first
- Ensure that each settlement area has access to recreation opportunities nearby, while minimizing duplication
- Support recreation by providing the resources and policies/practices necessary for implementation

Recommendations

Parks, Recreation and Leisure Master Plan

- **125** Recommendations
  - Programs and Events **- 11**
  - Facilities **- 48**
  - Parks, Trails and Boat Launches **- 66**

Recommendations

Priorities

- Implementation considerations:
  - Operational vs capital projects
  - Immediate need
  - Dependencies and efficiencies
  - Budget considerations
  - Staff resources
  - Flexibility
  - Living document

Recommendations

Programs and Events

- **11** recommendations
- All to be implemented by staff
  - **7** - Immediate/ongoing
  - **4** - Short (2-4 years) – **$5,000**
- **$5,000** budget for lending library

#		Recommendation	Timing				
	Page #	Programs and Events	Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years	Past 10 years
PE.1	63	Establish an equipment lending library to support self-directed outdoor recreation in all seasons		$5,000			
PE.2	63	Work with legal team to determine requirements and next steps to safely allow new outdoor recreation activities, such as lake skating	Staff				
PE.3	63	Where possible, develop new and move existing programs and events outdoors, in all seasons	Staff cost, and facility/amenity costs would be covered under parks and facilities recommendations				
PE.4	63	Work with wellness and fitness program providers to confirm unmet demand for adult wellness and fitness programs, and if confirmed, work with providers to expand programs, beginning with pilot programs.	Staff				
PE.5	65	Expand nature-based programs and events, in collaboration with relevant agencies and organizations		Staff			
PE.6	66	Identify providers who are willing and bale to provide gymnasium activities for all ages (e.g. badminton, children's games, martial arts, fitness classes, basketball etc.) and work with them to develop gymnasium sport programs for adults and children	Staff				
PE.7	67	Develop short duration programs for all ages, following the Westboro Brainery Model		Staff			

Table 7-3: Recommendations for programs and events in South Frontenac.

Recommendations

Programs and Events

- **11** recommendations
- All to be implemented by staff
  - **7** - Immediate/ongoing
  - **4** - Short (2-4 years) – **$5,000**
- **$5,000** budget for lending library

#		Recommendation	Timing				
	Page #	Programs and Events	Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years	Past 10 years
PE.8	68	Working with arts and culture providers in the Township (particularly the South Frontenac Museum Society and New Leaf Link), develop arts and culture programs for all ages	Staff				
PE.9	73	Institute biannual programming planning sessions with community organizers	Staff				
PE.10	73	Request ongoing program, activity and event data tracking from community providers, for data not able to be collected through PerfectMind	Staff				
PE.11	73	Directly contract instructors for activities where certification is required, or there are no existing local providers, or not enough providers, who can fill the role		Staff (instructor costs paid through program registration)			

Table 7-3: Recommendations for programs and events in South Frontenac (continued).

Recommendations

Facilities

- **48** recommendations - **35** to be implemented by staff
- **30** - Immediate/ongoing – **$982,309**
- **9** - Short (2-4 years) – **$35,000**
- **3** - Medium (5-7 years) - **$500,000**
- **4** - Long (8-10 years)
- **$1,517,309** budgeted for studies and capital improvements

#		Recommendation	Timing				
	Page #	Facilities	Immediate (2022)	Short 2-4 years	Medium 5-7 years	Long 8-10 years	Past 10 years
		All Facilities					
F.1	76	Confirm recommended outdoor and indoor activity hubs.	Staff				
F.2	78	Activate use of recreation management software system to encompass the functions needed to fully monitor service use, outstanding demand, and associated revenues.	Staff				
F.3	78	Investigate options for people counters to track participants/ attendees at drop-in programs/ sessions and set up a trial period to test acceptable devices, in advance of purchasing multiple units.	Staff				
F.4	82	Engage services of a specialist to develop a user fees policy in consultation with the community.	$50,000				
F.5	83	In conjunction with program development functions, the Township should make every reasonable effort to optimize the use of existing facilities and anticipate program/activity needs in any future facility developments, redevelopments, or enhancements.	Staff				

Table 7-2: Recommendations for facilities in South Frontenac (continued).

Recommendations

Facilities

- **48** recommendations - **35** to be implemented by staff
- **30** - Immediate/ongoing – **$982,309**
- **9** - Short (2-4 years) – **$35,000**
- **3** - Medium (5-7 years) - **$500,000**
- **4** - Long (8-10 years)
- **$1,517,309** budgeted for studies and capital improvements

#		Recommendation	Timing				
	Page #	Facilities	Immediate (2022)	Short 2-4 years	Medium 5-7 years	Long 8-10 years	Past 10 years
F.6	85	Develop policies/procedures for generating additional sources of revenue that fit within the overall policy framework for parks and recreation services.	Staff				
		Outdoor Facilities					
F.7	86	Consult with ball diamond, rectangular playing field, tennis and pickleball court users to initiate a two-year pilot facility reallocation program, to be supported by documenting scheduling details with recreation management software.	Staff				
F.8	87	Conduct ongoing random, rotating visits to outdoor scheduled facilities to document actual use in relation to allocations by type of use and user.	Staff				
F.9	87	Upon completion of the reallocation pilot and user fees policy adoption, develop and adopt a comprehensive facility allocation policy.		Staff			
F.10	89	Use management software to collect and tabulate data in a manner that contributes to facility planning and operations that is in line with identifying evidence-based demand.		Staff			
F.11	93	Designate appropriately designed diamonds for either adult or child/youth league activity:	Staff				
		• Adult: Dave Bowes Memorial Ball Park; Inverary Ball Park; Sydenham Point Memorial Park (lit diamond) = total 4 lit diamonds	Staff				

Table 7-2: Recommendations for facilities in South Frontenac (continued).

Recommendations

Facilities

- **48** recommendations - **35** to be implemented by staff
- **30** - Immediate/ongoing – **$982,309**
- **9** - Short (2-4 years) – **$35,000**
- **3** - Medium (5-7 years) - **$500,000**
- **4** - Long (8-10 years)
- **$1,517,309** budgeted for studies and capital improvements

#		Recommendation	Timing				
	Page #	Facilities	Immediate (2022)	Short 2-4 years	Medium 5-7 years	Long 8-10 years	Past 10 years
		• Child/youth: Wilmer Ball Park; Centennial Park; Battersea Ball Diamond; Sydenham Point Memorial Park (unlit diamond), Glendower Park = total 6 diamonds, 4 of which are lit	Staff				
F.12	98	Consult with Minor Ball Association to identify and prioritize required ball diamond improvements		Staff			
F.13	93	Depending on the number of additional fields required for child/youth league activity and costs associated with needed improvements to municipal fields, consider 1) assuming ownership of or 2) entering agreements with Lion's Club for access to Mini Park and/ or Inverary Youth Activities to access diamonds at Ken Garrett Memorial Park, in view of improvements required at these locations and cost differences between the alternatives.			Staff		
F.14	93	The need for new diamonds during the term of the Plan is not anticipated, pending confirmation of evidence-based demand, and potential access to non-municipal fields. The possibility of decommissioning or repurposing surplus fields should be considered over the long-term.				Staff	

Table 7-2: Recommendations for facilities in South Frontenac (continued).

Recommendations

Facilities

- **48** recommendations - **35** to be implemented by staff
- **30** - Immediate/ongoing – **$982,309**
- **9** - Short (2-4 years) – **$35,000**
- **3** - Medium (5-7 years) - **$500,000**
- **4** - Long (8-10 years)
- **$1,517,309** budgeted for studies and capital improvements

#		Recommendation	Timing				
	Page #	Facilities	Immediate (2022)	Short 2-4 years	Medium 5-7 years	Long 8-10 years	Past 10 years
F.15	98	Designate appropriately designed fields for either adult or child/youth soccer, football, lacrosse, etc.: • Adult: Point Sydenham Point Memorial Park, McMullen Park = total 2 fields, of which 1 is lit • Child/youth: Gerald Ball Park = total 2 unlit fields • Each age group: Centennial Park = total 2 unlit fields	Staff				
F.16	98	Consult with soccer groups to identify required improvements field/site improvements to existing (e.g., storage at Centennial, updating field house at Gerald Ball)	Staff				
F.17	98	The need for new rectangular playing fields during the term of the Plan is anticipated to be limited, pending confirmation of evidence-based demand. The two existing fields at McMullen Park are more than sufficient to accommodate potential growth-related demand, as well as accommodate new, emerging uses. The potential to provide parking at McMullen Park should be considered to facilitate access to these fields. Alternatively, lighting an existing municipal field or accessing School Board fields through formal agreements should be considered.				Staff	
F.18	105	Designate courts and Centennial Park and at Gerald Ball as hubs for pickleball only (12 courts total, of which 6 are lit), and are/ can be scheduled for community use, tournaments, and drop-in play, and move tennis activity at these courts to McMullen Park.	Staff				

Table 7-2: Recommendations for facilities in South Frontenac (continued).

Recommendations

Facilities

- **48** recommendations - **35** to be implemented by staff
- **30** - Immediate/ongoing – **$982,309**
- **9** - Short (2-4 years) – **$35,000**
- **3** - Medium (5-7 years) - **$500,000**
- **4** - Long (8-10 years)
- **$1,517,309** budgeted for studies and capital improvements

Table 7-3: Recommendations for facilities in South Frontenac (continued)

#		Recommendation	Timing				
	Page #	Facilities	Immediate (2022)	Short 2-4 years	Medium 5-7 years	Long 8-10 years	Past 10 years
F.19	105	Provision of new pickleball courts at Glendower Park will improve distribution of supply throughout the Township and, in conjunction with optimal use of existing facilities, will meet needs during the term of the Master Plan				Staff	
F.20	105	Designate courts at McMullen Park exclusively for tennis with the intent of developing a community tennis club at this location.	Staff				
F.21	105	Redeveloping the tennis courts at McMullen Park should include relocating the basketball and shuffleboard courts elsewhere on the site. Light courts if level of use verifies demand	$350,000				
F.22	105	With the redevelopment of tennis courts at McMullen Park, additional facilities are needed in the short-term and longer-term requirements will depend on trends in local club development/participation, which will be monitored and tracked as part of ongoing planning activities	$50,000				
F.23	107	Designate Centennial as the hub for stocksport, which has seen the recent completion of a league play facility. Allocate funds to cover the facility for sun protection, extended play, tournament activity, and other uses when not scheduled for stocksport (e.g., outdoor rink, farmer's market).	Staff				
F.24	107	Consider regional approach to supporting competitive stocksport with economic development funding for its sport-tourism potential.				Council	

Recommendations

Facilities

- **48** recommendations - **35** to be implemented by staff
- **30** - Immediate/ongoing – **$982,309**
- **9** - Short (2-4 years) – **$35,000**
- **3** - Medium (5-7 years) - **$500,000**
- **4** - Long (8-10 years)
- **$1,517,309** budgeted for studies and capital improvements

Table 7-3: Recommendations for facilities in South Frontenac (continued)

#		Recommendation	Timing				
	Page #	Facilities	Immediate (2022)	Short 2-4 years	Medium 5-7 years	Long 8-10 years	Past 10 years
F.25	107	No additional stocksport facilities are needed pending monitoring trends in use of newly introduced facility for both community-based and competitive programming.					
F.26	108	Replace horseshoe pits at Centennial Park and maintain both these and the pits in Gerald Ball Memorial Park.	$10,000				
		Indoor Facilities					
F.27	112	Designate Storrington Centre and Glendower Hall as primary indoor non-sport program/ activity hubs.	Staff				
F.28	113	Complete Planned Expansion of Storrington Centre	$422,309	as per Canada Community Revitalization Fund grant			
F.29	113	Conduct space planning study for program/service development at Glendower Hall.		$35,000			
F.30	113	Undertake only mandatory facility repairs until renovations plans are confirmed.	Staff				
F.31	114	Consider entering an agreement with large not-for-profit hall organizations for sharing the rental market for large community events.		Staff			
F.32	118	If Harris Park Hall use levels have not increased to at least 75% of available time in three years, the Township should work on behalf of the current user groups to investigate the possibility of their accommodation at Perth Road United Church, and decommission and remove the facility.		Staff			
F.33	118	Undertake only mandatory facility repairs until future of the Hall is confirmed.	Staff				

Recommendations

Facilities

- **48** recommendations - **35** to be implemented by staff
- **30** - Immediate/ongoing – **$982,309**
- **9** - Short (2-4 years) – **$35,000**
- **3** - Medium (5-7 years) - **$500,000**
- **4** - Long (8-10 years)
- **$1,517,309** budgeted for studies and capital improvements

Table 7-3: Recommendations for facilities in South Frontenac (continued)

#		Recommendation	Timing				
	Page #	Facilities	Immediate (2022)	Short 2-4 years	Medium 5-7 years	Long 8-10 years	Past 10 years
F.34	120	In order of priority 1) investigate the feasibility of repurposing Fermoy Hall as an internet café, with supporting business plans, 2) finishing to accommodate demand for general program/ activity space, or 3) selling it on the open market. Allocate budget to complete the selected option.	Staff cost to facilitate process; $500,000 estimated amount from Township to finish basic improvements including septic system and plumbing				
F.35	120	Regardless of the future of Fermoy Hall, the building should be cleaned up both internally and externally to protect and maintain the investment that has been made to date.	Staff				
F.36	121	Facilitate the use of the McMullen Beach building for use as a tennis club house.	Staff				
F.37	122	Township should reach out to small halls (and other local not-for-profit organizations) to investigate programming opportunities for their facilities and a collective approach to coordinating and supporting each other in service delivery		Staff			
F.38	125	Potential need for additional access to ice time should be met through additional scheduling of available time and, if required, extending operating hours in mornings before 8am and evenings beyond current closing times		Staff			
F.39	125	The joint Frontenac Community Arena Board monitors and tracks hours of arena use, which can be used to anticipate the point at which unmet demand for ice time is sufficient to support an additional pad in the market, and the approach to responding to confirmed need	Arena Board				
F.40	125	Complete the second storey renovations to the Frontenac Community Arena	$400,000				

Recommendations

Facilities

- **48** recommendations - **35** to be implemented by staff
- **30** - Immediate/ongoing – **$982,309**
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Table 7-3: Recommendations for facilities in South Frontenac (continued)

#		Recommendation	Timing				
	Page #	Facilities	Immediate (2022)	Short 2-4 years	Medium 5-7 years	Long 8-10 years	Past 10 years
F.41	126	Consolidate the Bradshaw School House and South Frontenac museums at the South Frontenac site, conduct required upgrades at this location, and decommission/sell Bradshaw School House.		Staff			
F.42	127	Incorporate seniors' program space requirements in future new/repurposed facilities	Staff cost to consult				
F.43	137	Commit to the future development of a multi-purpose hub for active sport/recreation to help determine the scope of more immediate programming/ renovation objectives for Storrington Centre and Glendower Hall, and Fermoy Hall	Council				
F.44	137	Set estimated capital budget for new municipal indoor multi-purpose hub for active sport/ recreation			Staff		
F.45	137	Establish parameters for feasibility study RFP to assess and evaluate options for an indoor active sport/recreation hub			Staff		
F.46	137	Investigate the feasibility of increased access to existing gyms for active sports programming	Staff				
F.47	137	The Township of South Frontenac should not provide an indoor pool during the term of the Plan					
F.48	137	Consider offering a shuttle service to the nearest indoor pool in Kingston on peak program days to help residents' access the City's services	Staff				

Recommendations

Parks, Trails and Boat Launches

- **66** recommendations
  - **60** - Parks
  - **3** - Trails
  - **3** - Boat Launches
- **19** of 66 to be implemented by staff
- **11** - Immediate/ongoing – **$385,000**
- **29** - Short (2-4 years) – **$945,000**
- **18** - Medium (5-7 years) – **$1,630,000**
- **8** - Long (8-10 years) – **$600,000**
- **$3,620,000** budgeted for studies and capital improvements

#		Recommendations	Timing				
	Page #	Parks, Trails and Boat Launches	Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years	Past 10 years
		All Parks					
PK.1	173	Continue to make required accessibility upgrades to parks (including playground safety, routes and wayfinding, seating, shade and bicycle parking) as part of ongoing maintenance and upgrades.	Associated costs to be incorporated into park specific projects and upgrades				
PK.2	173	Develop and implement Township-branded signage and wayfinding at Township parks, trails, boat launches, facilities, heritage sites, and main arterials.	$75,000 (strategy)				
PK.3	174	Develop an 'environment first' policy to support environmentally focused park and waterfront development and management.	Staff				
PK.4	174	Before undertaking an edible tree or community garden project, the Township should develop a policy to clarify roles and responsibilities		Staff			
PK.5	174	Develop a policy to guide future decisions on revenue generating park experiences		Staff			
PK.6	175	Update the Staff and Child Protocol and Missing Child Protocol to be applicable to any programs and events at municipally-owned facilities and parks	Staff				
PK.7	175	Develop a universal emergency preparedness plan	Staff				
		Centennial Park					
PK.8	180	Replace the playground at Centennial Park with an obstacle course-type playground			$120,000		

Table 7-1: Recommendations for parks, trails and boat launches in South Frontenac.

Recommendations

Parks, Trails and Boat Launches

- **66** recommendations
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#		Recommendations	Timing				
	Page #	Parks, Trails and Boat Launches	Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years	Past 10 years
PK.9	180	Develop a path and wayfinding system in Centennial Park		$25,000			
PK.10	180	Add a roof structure to the stocksport lanes/ice rink at Centennial Park	$290,000				
PK.11	180	Develop the proposed trail connection to the K&P Trail and trailhead at Centennial Park			$60,000		
PK.12	180	Conduct a market feasibility study for a municipal campground at Centennial Park		$125,000	consulting fees for market analysis, business plan and concept design		
PK.13	180	Implement a skatepark or pump track pilot with portable equipment at Centennial Park			$500,000	design and construction	
PK.14	180	Develop a warming hut at the stocksport lanes/ice rink at Centennial Park				$50,000	
		Sydenham Point Park					
PK.15	182	Improve and expand the play equipment at Sydenham Point Park			$200,000		
PK.16	182	Expand the beach area at Sydenham Point Park		$100,000			
PK.17	182	Pilot geese deterrent technology at Sydenham Park beach	$10,000				
PK.18	182	Approach the library to partner in developing a reading patio and pathway connecting to Sydenham Point Park			Staff		
PK.19	182	Assess the feasibility of providing a flooded rink in the parking lot at Sydenham Point Park	Staff				
PK.20	182	Provide a splash pad at Sydenham Point Park				$200,000	

Table 7-1: Recommendations for parks, trails and boat launches in South Frontenac.

Recommendations

Parks, Trails and Boat Launches

- **66** recommendations
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#		Recommendations	Timing				
	Page #	Parks, Trails and Boat Launches	Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years	Past 10 years
PK.21	186	Formally combine McMullen Beach Park and McMullen Soccer Park and rename as Verona Park		Staff			
PK.22	186	Upgrade playground equipment at Verona Park				$100,000	
PK.23	186	Remove Basketball nets from current location at Verona Park			$10,000		
PK.24	186	Replace the cemetery fencing beside the tennis courts at Verona Park with a more visually pleasing option			$70,000		
PK.25	186	Prepare, in consultation with the community, the Verona Park Master Plan to plan and schedule the re-development and expansion of the park and surrounding community amenities including relocation of existing facilities, new amenities, pathways and linkages, and parking Key considerations of the plan should include: • Develop a pathway system with signage throughout Verona Park, connecting amenities and creating a connection to Road 38 and the future seniors' residence on Verona Street • Develop a seniors' activity area adjacent to the tennis courts in Verona Park with seating, shade and game tables • Add a half basketball court • Approach the County and Verona Methodist Church to discuss options for shared/ expanded parking		$50,000			

Table 7-1: Recommendations for parks, trails and boat launches in South Frontenac.

Recommendations

Parks, Trails and Boat Launches

- **66** recommendations
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#		Recommendations	Timing				
	Page #	Parks, Trails and Boat Launches	Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years	Past 10 years
		Davidson Beach					
PK.26	187	Improve the existing pathway from the parking lot to the beach at Davidson Beach		$80,000	design and construction		
PK.27	187	Erect signage on the road indicating the main entrance to Davidson Beach		$5,000			
PK.28	187	Provide portable toilets at Davidson Beach parking lot		Staff			
PK.29	187	Provide a dock at Davidson Beach		$20,000			
		Gilmour Point					
PK.30	188	Offer nature-based and wellness programs at Gilmour Point Beach	Staff				
		New Beach					
PK.31	189	Undertake a study to identify options for the development of a new beach			$20,000		
		David Bowes Memorial Ball Park					
PK.32	190	Refinish or replace the bleachers at David Bowes Memorial Ball Park	$10,000				
PK.33	190	Add shade structures to the bleachers and team areas at David Bowes Memorial Ball Park		$15,000			
PK.34	190	Implement naturalization and tree planting at David Bowes Memorial Ball Park			Staff		
		Gerald Ball Memorial Park					
PK.35	192	Approach the Storrington Lions to discuss the possibility of partnering to provide a skatepark or pump track at Gerald Ball Memorial Park		Staff			
PK.36	192	Remove the old playground at Gerald Ball Memorial Park and replace it with new equipment, nearer to the parking lot.			$200,000		

Table 7-1: Recommendations for parks, trails and boat launches in South Frontenac.

Recommendations

Parks, Trails and Boat Launches

- **66** recommendations
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#		Recommendations	Timing				
	Page #	Parks, Trails and Boat Launches	Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years	Past 10 years
PK.37	192	Add two volleyball courts to Gerald Ball Memorial Park			$60,000		
PK.38	192	Plant trees in open areas, and near the playground and soccer fields in Gerald Ball Memorial Park			$10,000		
PK.39	192	Add a pavilion with seating to Gerald Ball Memorial Park			$100,000		
PK.40	192	Undertake a design process with community consultation to ensure the above recommendations for Gerald Ball Memorial Park are implemented in a way that is supported by the surrounding community.		$50,000			
		Glendower Hall Park					
PK.41	193	Approach potential partners for a community garden or orchard at Glendower Park. If partners are available and willing, set up the gardens or orchard.			$25,000		
		Inverary Ball Park					
PK.42	194	Replace the playground at Inverary Ball Park		$60,000			
PK.43	194	Refinish or replace the bleachers at Inverary Ball Park		$15,000			
PK.44	194	Add a pavilion with seating at Inverary Ball Park			$80,000		
PK.45	194	Implement naturalization and tree planting at Inverary Ball Park.				$10,000	
		Princess Anne Community Centre Park					
PK.46	195	Prepare a Master Plan for the Princess Anne Community Centre & South Frontenac Museum site to determine the types, locations, scheduling etc. of new amenities including: • Outdoor classroom • Teaching garden • Playground • Museum expansion (discussed in facilities)		$50,000			

Recommendations

Parks, Trails and Boat Launches

- **66** recommendations
  - **60** - Parks
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#		Recommendations	Timing				
	Page #	Parks, Trails and Boat Launches	Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years	Past 10 years
		Princess Anne Community Centre Park					
PK.46	195	Prepare a Master Plan for the Princess Anne Community Centre & South Frontenac Museum site to determine the types, locations, scheduling etc. of new amenities including: • Outdoor classroom • Teaching garden • Playground • Museum expansion (discussed in facilities)		$50,000			
		Tett Park					
PK. 47	197	Replace the playground at Tett Park		$100,000			
PK.48	197	Implement naturalization and tree planting at Tett Park				$10,000	
		Wilmer Ball Park					
PK.49	198	Replace the playground at Wilmer Ball Park			$60,000		
PK.50	198	Replace or refinish the bleachers at Wilmer Ball Park			$15,000		
PK.51	198	Retain the canteen building at Wilmer Ball Park for future use	Staff				
PK.52	198	Implement naturalization and tree planting at Wilmer Ball Park		Staff			
		Battersea Ball Diamond					
PK.53	199	Implement naturalization and tree planting at Battersea Ball Diamond		Staff			
		Latimer Community Park					
PK.54	200	Update the playground at Latimer Park				$60,000	
PK.55	200	Update the gazebo at Latimer Park				$80,000	
PK.56	200	Implement naturalization and tree planting at Latimer Park		Staff			

Recommendations

Parks, Trails and Boat Launches

- **66** recommendations
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#		Recommendations	Timing				
	Page #	Parks, Trails and Boat Launches	Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years	Past 10 years
PK.57	201	Update the playground at Harris Hall Park		$60,000			
		Bellrock Mill					
PK.58	201	Develop the Bellrock Mill site as a parkette and living museum.				$150,000	
		Petworth Mill					
PK.59	202	Develop the Petworth Mill as a parkette with historical signage and seating area			$100,000		
		Township Gardens					
PK.60	203	Approach volunteers who maintain Township gardens to discuss the possibility of implementing an edible garden pilot project		Staff			
		Trails					
PK.61	205	Develop a trail strategy to help guide future trail development		Staff			
PK.62	205	Establish Harrowsmith as the Township's primary trailhead/ trail access point		$30,000			
PK.63	205	Retain and enhance the Colebrook Road East right-of-way		$20,000			
		Boat Launches					
PK.64	206	Develop a strategy to assess, update and enhance the Township's boat launches		$40,000			
PK.65	206	Expand and enhance the Shipyards Launch on Dog Lake to provide a concrete ramp and expand parking		$100,000			
PK.66	206	As per the City of Kingston's 2021 Parks and Recreation Master Plan Update, explore opportunity to partner with the City of Kingston for improvements to the boat Launch at Loughborough Lake's west basin		Staff			

Recommendations

Cost Summary

Figure 7-1: Recommendations Cost Summary

#	Service Area	Timing				
		Immediate (2022)	Short 2 - 4 years	Medium 5 - 7 years	Long 8 - 10 years	Total
PK	Parks, Trails and Boat Launches	$385,000	$945,000	$1,630,000	$660,000	$3,620,000
F	Facilities	$982,309	$35,000	$500,000	--	$1,517,309.00
PE	Programs and Events	---	5,000	---	--	$5,000
	Total	$1,367,309	$985,000	$2,130,000	$660,000	$5,142,309

Implementation

Parks, Recreation and Leisure Master Plan

- Plan to be used as a guide moving forward (budget, staffing, grant writing)
- Track progress, update and refine the Plan as new information becomes available
- Annual updates for budgeting purposes
- Major review/update of the Plan every 10 years

Thank you

Questions + Discussion

Minutes of Council
May, 3, 2022

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

Meeting # 21

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

Staff Present in Council Chambers: Louise Fragnito - Chief Administrative Officer, Angela Maddocks - Clerk, Troy Dunlop - Manager of Technical Services and Infrastructure, Tim Laprade - Recreation and Arena Manager.

Staff Present via Electronic Participation: Claire Dodds - Director of Development Services

1. Call to Order & Roll Call

a) **Resolution**

Resolution No. 2022-21-01
Moved by Councillor McDougall
Seconded by Councillor Sutherland
That the Council meeting of May 3, 2022 be called to order at 7:00 p.m.
Carried

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

2. Declaration of pecuniary interest and the general nature thereof

a) There were no declarations.

3. Approval of Agenda

a) **Resolution**

Resolution No. 2022-21-02
Moved by Councillor Roberts
Seconded by Councillor Leonard
That the agenda for the May 3, 2022 Council meeting be approved as presented.
Carried

4. Scheduled Closed Session (at end of agenda)

5. Delegations - not applicable

6. Public Meeting - not applicable

7. Approval of Minutes - none

8. Business Arising from the Minutes - not applicable

9. Reports Requiring Action

a) **Speed Reduction Request - Bradford Road and Wolfe Swamp Road**

This report summarized the outcomes of a speed limit review that was carried out by staff in response to a petition received relating to sections of Bradford Road and Wolfe Swamp Road and recommends a reduced speed limit as a result.

Resolution No. 2022-21-03
Moved by Councillor Leonard
Seconded by Councillor Morey
That Council approve the staff recommendation for the implementation of a 60 km/hr speed limit on Bradford Road East (Ellerbeck Road to Wolfe Swamp Road), Bradford Road West (Wolfe Swamp Road to Camden Portland Boundary Road), and Wolfe Swamp Road (Petworth Road to Colebrook Road).
And that Council direct staff to prepare an amendment to Roads, Traffic and Parking By-law 2000-01 to incorporate the proposed speed limit change of 60 km/hr on all three sections of road.

Carried

b) **Award of Tender # PS-2022-05 - Surface Treatment Program**

This report provided a recommendation for the award of contract for the 2022 road surface treatment program covering 33.8 km of roadways and includes a request for a budget increase of $143,000 to be funded from the Asset Investment Reserve

Resolution No. 2022-21-04
Moved by Deputy Mayor Revill
Seconded by Councillor McDougall
That Council accept the bid from Miller Paving Ltd. In the amount of $814,513.39 for the 2022 Surface Treatment Program; and
That Council authorize a project budget increase in the amount of $142,813.39 to be funded from the Asset Investment Reserve.

Carried

c) **Support for RT09 Region Tourism Grant Application**

This report provided information on the RT09 Regional Tourism Grant Program and looked for Council's endorsement to submit an application for funding to undertake a Wayfinding Signage Strategy.

Resolution No. 2022-21-05
Moved by Councillor McDougall
Seconded by Councillor Sutherland
That Council support the Township’s application to the FedDev Tourism Relief Grant program through RT09 Regional Tourism for the development of a Wayfinding Strategy for the Township, including the fabrication of signage, and,
That the Mayor and Clerk be authorized to sign a grant agreement, should the Township be successful in their application.

Carried

d) **July and August Council Meeting Schedule**

Council was asked to approve the dates proposed by staff for the July and August 2022 Council meetings.

Resolution No. 2022-21-06
Moved by Councillor Sutherland
Seconded by Councillor Leonard
That the summer meetings in July and August be scheduled as follows:
Tuesday, July 12, 2022
Tuesday, August 9, 2022

Carried

e) **Proposed Special Committee of the Whole Meeting - May 24, 2022**
This report requested that Council approve suspending the procedural by-law rules regarding the scheduling of meetings to allow for a Special Committee of the Whole meeting on May 24, 2022 This is being scheduled to review and discuss the draft Official Plan.

Resolution No. 2022-21-07
Moved by Councillor Roberts
Seconded by Councillor Leonard
That Council suspend Procedural By-law 2017-76 rules and schedule a Special Committee of the Whole meeting on May 24, 2022 at 6:00 pm to review and discuss the draft Official Plan.

Carried

10. Committee Meeting Minutes

a) **Bellrock Community Hall Committee meeting held March 18, 2022**

Resolution No. 2022-21-08
Moved by Councillor Sleeth
Seconded by Councillor Morey
That Council receives for information the minutes of the Bellrock Community Hall Committee meeting held March 18, 2022.

Carried

11. By-laws

a) **By-law 2022-34 - Zoning By-law Amendment PL 2021-0041, R.D. Equipment & Rentals, Road 38, Part Lot 6, Concession 7, Portland District**
This report recommended that Council pass a by-law to change the zone on a portion of the lands owned by R. D. Equipment & Rentals, at Concession 7, Part Lot 6, Part 1 on RP 13R16771, Portland District, South Frontenac from Agricultural (A) to a property specific Agricultural (A-2) zone.

Resolution No. 2022-21-09
Moved by Councillor Roberts
Seconded by Councillor Leonard
That By-law 2022-34 being a by-law to amend By-law 2003-75, as amended, to rezone land from Agriculture (A) to Agriculture - Special Provision (A-2) on lands describes as Part of Lot 6, Concession 7, Part 1 on RP 13R16771, District of Portland, R.D. Equipment & Rentals Inc, be given first and second reading.

Carried

Resolution No. 2022-21-10
Moved by Councillor Morey
Seconded by Councillor Sleeth
That By-law 2022-34 be given third reading signed and sealed.

Carried

b) **By-law 2022-37 - Pre-Servicing Agreement - Hartington Plan of Subdivision - 1278804 Ontario Inc - Subdivision File #10T-2013/002**
This report brought forward a pre-servicing agreement that would facilitate the construction of the road and stormwater management facility within the Hartington Plan of Subdivision, while the developer finalizes the remaining conditions of draft plan approval.

Resolution No. 2022-21-11
Moved by Councillor McDougall
Seconded by Councillor Sutherland

That By-law 2022-37, being a by-law to authorize the Mayor and the Clerk to execute a pre-servicing agreement between the Corporation of the Township of South Frontenac and 1278804 Ontario Inc. be given first and second reading.

Carried

Resolution No. 2022-21-12
Moved by Councillor Sleeth
Seconded by Deputy Mayor Revill
That By-law 2022-37, be given third reading, signed and sealed.

Carried

Resolution No. 2022-21-13
Moved by Councillor Leonard
Seconded by Councillor Morey
That Council accept the amount of $22,000 as the cash-in-lieu payment for the Hartington Plan of Subdivision, 10T-2013-002.

Carried

12. Reports for Information

a) **Award of Tender # PS-2022-06 - Microsurfacing Contract**
This report provided background on the budget and award of the contract for the Microsurfacing of Perth Road (Project # 22-24) from Rutledge Road to Ritchie Road (2.9 km) and from 8126 Perth Road to MacComish Lane (2.4 km)

b) **Award of Tender # PS-2022-07 - Crack Sealing**
This report provided background on the budget and award of the contract for the annual crack sealing program for paved roadways.

c) **Award of Tender # PS-2022-11 - Road Sweeping Services**
This report provided background on the budget and award of the contract for the annual road sweeping program.

d) **2022 Summer Program Update**
This report provided information on modifications made to the 2022 Summer Swim and Day Camp program and outlined the rationale for the changes being implemented.

e) **1st Quarter 2022 Building Department Statistics**

f) **1st Quarter 2022 Planning Department Statistics**

13. Information Items

a) **Lisa M. Thompson, Minister of Agriculture, Food and Rural Affairs, re: Avian Influenza**

14. Notice of Motions - none

15. Announcements/Statements by Councillors

a) Deputy Mayor Revill referred to the need to regulate short term rentals and his conversation with the CAO who suggested a comprehensive approach on how to regulate. He felt that there are increasing concerns about noise complaints which is the biggest complaint about short term rentals. Having regard for the Chief Administrative Officer's comments about a piece meal approach, he felt incumbent to take some form of action. The Clerk was asked to bring forward the "Noise By-law" for review and potential updates.

Louise Fragnito agreed that the noise by-law is one component but she felt that public engagement is needed to help understand the issues.

Councillor Sleeth noted that the complaints he received last year included partying and use of fireworks without any thought to dry weather.

With respect to the 'Noise By-law", Councillor Leonard noted a concern he had received about a "race track" for motorcycles on a private property in Harrowsmith.

Councillor McDougall referred to a lake association initiative whereby a conversation is had with waterfront property owners about the renters and concerns that local residents have. This has proven to be somewhat successful.

b) Councillor Roberts reported that he and Mayor Vandewal had attended the grand opening celebration of the new washrooms at Ken Garrett Memorial Park in Inverary. Scott Reid, MP for Lanark-Frontenac- Kingston presented a certificate of appreciation to the Township for for the investment in this project.

c) Mayor Vandewal reported that there is now a signed contribution agreement with Southern Frontenac Community Services Corporation.

d) Councillor Sleeth requested that construction be temporarily stopped at the new fire hall location in order to pay respect for funerals being held at Sand Hill Cemetery as it is an adjacent property.

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

a) There were no questions from the members of the public who were joined virtually to this meeting.

17. Closed Session

a) **Resolution**

Resolution No. 2022-21-14
Moved by Councillor Sutherland
Seconded by Councillor McDougall
That Council move into a closed session as permitted by the Municipal Act, Section 239.2, (b) to discuss personal matters about an identifiable individual, including municipal or local board employees with regard to a pending retirement and proposed organizational changes.

Carried

b) **Pending Retirement and Proposed Organizational Change**

c) **Resolution - Move out of Closed Session**

Resolution No. 2022-21-15
Moved by Councillor Sleeth
Seconded by Councillor Morey
That Council move out of closed session.

Carried

18. Confirmatory By-law

a) **By-law 2022-38**

Resolution No. 2022-21-16

Moved by Councillor Morey
Seconded by Councillor Sleeth
That By-law 2022-38, being a by-law to confirm generally all actions and proceedings of the Council of the Township of South Frontenac, be given first and second reading.

Carried

Resolution No. 2022-21-17
Moved by Deputy Mayor Revill
Seconded by Councillor Leonard
That By-law 2022-38, being the confirmatory by-law be given third reading, signed and sealed.

Carried

19. Adjournment

a) **Resolution**

Resolution No. 2022-21-18
Moved by Councillor Leonard
Seconded by Councillor Morey
That the Council meeting of May 3, 2022 be adjourned at 8:28 p.m.

Carried

Ron Vandewal, Mayor

Angela Maddocks, Clerk

Township of South Frontenac
Staff Report

To:	Council
Prepared by:	Corporate Services Department
Date of Meeting:	June 7, 2022
Subject:	**Disconnecting From Work Policy (Bill 27)**

Summary

Bill 27 was passed into law on December 2, 2021. Bill 27 adds new provisions to the Ontario Employment Standards Act, 2000 (ESA), including requiring Ontario employers with 25 or more employees to have a written Disconnecting from Work policy by June 2, 2022. The attached policy has been developed in accordance with this Bill and has been updated based on Council feedback from the May 17th draft policy.

Recommendation

That Council, having considered this report, adopt Policy HR-024 Disconnecting from Work Policy.

Background

As a result of Bill 27 (Working for Workers Act, 2021, c. 35 – Bill 27) changes have been made to the Employment Standards Act, 2000 requiring employers that employ 25 or more employees as of January 1 of any year to ensure they have a written policy in place for all employees with respect to disconnecting from work. Bill 27 was passed on December 2, 2021 and requires that a policy be in place by June 2, 2022.

Discussion/Analysis

On November 30, 2021, Ontario announced that it had passed Bill 27, Working for Workers Act, 2021. The Act received Royal Assent on December 2, 2021 and came into force on that day making changes to the Employment Standards Act, 2000, S.O. 2000, c. 41 and other employment related legislation.

The Employment Standard Act, 2002, was updated to include Part VII.0.1 Written Policy on Disconnecting from Work. This section outlines the following requirements:

- An employer that, on January 1 of any year, employs 25 or more employees shall, before March 1 of that year, ensure it has a written policy in place for all employees with respect to disconnecting from work that includes the date the policy was prepared and the date any changes were made to the policy.

- An employer shall provide a copy of the written policy with respect to disconnecting from work to each of the employer's employees within 30 days of preparing the policy or, if an existing written policy is changed, within 30 days of the changes being made.
- An employer shall provide a copy of the written policy with respect to disconnecting from work that applies to a new employee within 30 days of the day the employee becomes an employee of the employer.
- The written policy required shall contain such information as may be prescribed. (As of the date this report was written, the province of Ontario had not prescribed any further information.)

The Employment Standards Act confirms the obligation to have a policy, it does not require an employer to create a new right for employees to disconnect from work and be free from the obligation to engage in work-related communications in its policies. Employee rights under the Employment Standards Act to not perform work are established through other Employment Standards Act rules, for example, hours of work, eating periods, vacation with pay, public holidays)

The aim of policy HR-024 Disconnecting from Work is to encourage all employees to disconnect from job duties and work-related communication when they are not expected to work and to encourage employees to balance work, family, and personal responsibilities.

In developing this policy, research was conducted in a variety of ways including webinars presented by legal and industry experts as well as collaboration with other municipalities. Most municipalities are in the process of developing this new policy and best practices have not yet been established.

The draft policy was presented to Senior Management for review and comment, allowing for opportunity for discussion and reflection on how this policy would impact each department.

At the May 17th, 2022 Council meeting a draft version of the policy was tabled. Council feedback was received and the attached policy reflects the recommended changes by senior management based on the feedback.

Financial Implications

While there is no direct financial impact, there may be indirect financial savings when employees practice a healthy balance of work, family, and personal responsibilities, through a reduction in staff turnover, higher employee engagement, improved job satisfaction, and a reduction in absenteeism.

Relationship to Strategic Plans

☒ Not applicable to this report.

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

Priority: Choose an item.

Climate Considerations

☒ Not applicable to this report.

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

Notice/Consultation

-Hicks Morley Labour and Employment Law Firm

-Ontario Municipal Human Resources Association

Attachments

HR-24 Disconnecting from Work Policy

Approvals

Submitted By:



Jillian Wilson
Human Resources/Legislative Compliance Officer

Approved By:



Louise Fragnito, CPA, CGA
Chief Administrative Officer

	Township of South Frontenac Policy			
SOUTH FRONTENAC	**DEPARTMENT:** Human Resources			**POLICY #: HR-024**
	POLICY: Disconnecting from Work			
	DATE: June 7 2022	**REV. DATE:**	**Scope: All Township Personnel**	**Pages** 4
	APPROVED BY: CAO			

Policy Statement

South Frontenac Township ("the Township") prioritizes the health and wellbeing of its employees and recognizes that disconnecting from work is an important part of a healthy work-life balance and encourages and supports our employees in prioritizing their own wellbeing.

In keeping with the corporate values, and to encourage and support our employees in balancing their work and personal lives, whether working traditional hours in the workplace, remotely or flexibly, the Township has implemented this Disconnecting-from-Work Policy (the "Policy"). This Policy encourages employees to disconnect from work where possible outside of their normal working hours.

This Policy should be read alongside the Township's associated policies on vacation, overtime, health and safety, hours of work, work from home, accommodation, any relevant and applicable legislation, as well as any other policy that may become applicable and/or relevant.

Purpose

The intent of this policy is to ensure the Township has clear definitions, roles, and responsibilities as well as meet obligations under *Ontario's Working for Workers Act* (Bill 27).

Scope

This policy applies to all Township employees, as defined by the Ontario *Employment Standards Act, 2000* ("ESA"), whether they are working remotely, in the workplace, flexibly or are mobile. For clarity, "employee" under this Policy means only those employees of the Township which are considered employees under the ESA.

Definitions

Work: Partaking in work-related communications, including emails, telephone calls, video calls or the sending or reviewing of other messages.

Disconnecting from work: Disconnecting from work means to not engage in work-related communications, including emails, telephone calls, video calls or the sending or reviewing of other messages, so as to be free from the performance of work.

Hours of Work: Includes core hours of work for a department/division as set based on operational requirements. For example, core administrative office hours are generally 8:00 am – 4:30pm while core hours for operational sites often begin and/or end at different times and may include evening, night, and weekend shifts.

Includes scheduled on-call hours, as outlined in the collective agreement or employment agreements.

Includes alternative hours of work as agreed to by an employee and their manager/supervisor or as part of a workplace accommodation.

Emergency: A situation or impending situation that requires timely or immediate attention and/or action, failing which the situation may reasonably result in an adverse impact on human health, animal health, property, or the environment.

Unforeseen Circumstance: An unforeseeable incident or occurrence that unless addressed can reasonably lead to an adverse impact on:

a) the delivery (including, for greater certainty, the failure to deliver) of the Township's services and/or programs, and/or
b) the Township's reputation and/or
c) the health and safety of employees or the community.

Employer Obligations

The Township will make efforts to ensure that all employees, regardless of their place of work, are:

(a) informed of what their normal working hours are reasonably expected to be and are informed of the circumstances in which they will be expected to engage in work-related communications outside their normal working hours. An operational plan will be developed by each department to better identify expectations outside of normal working hours.

(b) able to take applicable meal, rest periods and hours free from work as required by law, employment contract and/or applicable collective agreement language.

(c) able to take vacation or other leave entitlements as required by law, employment contract and/or applicable collective agreement language.

Employee Obligations

The Township expects all employees to comply with the following in the course of their work.

Employees must:

(a) cooperate fully with any applicable mechanism utilised by the Township to record working time or update their working status (e.g., out-of-office messages), including when working remotely, flexibly, or when mobile.

(b) be mindful of colleagues', customers/clients', vendors' and other third parties' working hours.

(c) ensure that they take ownership of their work and meet the Township's operational needs.

(d) comply with the Township's policies and collective agreement.

Ability to Disconnect from Work

An employee's ability to disconnect from work depends on the Township's operational needs and the duties and obligations of the employee's position, subject to an employee's employment contract, collective agreement and/or their minimum statutory entitlements under the ESA.

In the ordinary course of business there will be situations when it is necessary to contact colleagues outside of an employee's normal working hours, including but not limited to:

~~(a) checking availability for scheduling.~~

~~(b) to fill in on short notice for a colleague who has called in sick or is unavailable for work.~~

(a) where unforeseeable circumstances may arise.

(b) where an emergency may arise.

~~(c) where employees voluntarily wish to communicate with one another for work-related purposes outside of their normal working hours.~~

(c) other business or operational reasons that require contact outside of an employee's normal working hours

Nothing in the Policy precludes the Township or other employees of the Township from contacting colleagues outside of what may be considered normal working hours or standard business hours, subject to any rights or entitlements the receiving colleague or employee may have under their employment contract, applicable collective agreement and/or their minimum statutory entitlements under the ESA.

This Policy does not afford employees a "right to disconnect" beyond what is within their individual employment contract, applicable collective agreement and/or their minimum

statutory entitlements under the ESA, which may include rights or entitlements speaking to: normal hours of work and hours free from work, overtime pay, meal and/or rest periods, public holidays and public holiday pay, and vacation.

Nothing in this Policy is intended to amend or supersede any grievance procedure or other aspect of the collective agreement.

Reporting Concerns

All employees are expected to report any concerns or issues they may have which they feel is impacting their ability to disconnect-from-work. Employees are encouraged to report such concerns or issues to their immediate supervisor. If that is not appropriate or the matter cannot be resolved by doing so, employees should direct their concerns or issues to Human Resources.

Employees will not be subject to reprisal for reporting such concerns as outlined above.

Roles and Responsibilities

To build a culture where employees feel supported to disconnect from work, it is important to recognize that everyone has obligations, and a joint approach is required.

Posting, Notice and Retention

The Township shall provide a copy of this Policy to each employee of the Township within thirty (30) calendar days of implementation. Should any changes be made to the Policy after its implementation, the Township shall provide each employee of the Township a copy of the revised Policy within thirty (30) days of the changes being made.

The Township shall provide a copy of this Policy to all new employees upon onboarding and within thirty (30) calendar days of the employee commencing employment with the Township.

The Township shall retain a copy of this and any revised version of this Policy for three (3) years after it ceases to be in effect.

Reference Documents

Bill 27, Working for Workers Act

Employment Standards Act, 2000, S.O. 2000, c. 41

Township of South Frontenac

Staff Report

To:	Council
Prepared by:	Public Services Deparment
Date of Meeting:	June 7, 2022
Subject:	**Project Award: Resurfacing of Verona/McMullen Netsport Courts**

Summary

This report provides information on awarding the contract for the Resurfacing of Verona/McMullen Netsport Courts.

Recommendation

That Council approved the bid submission from Jeff Wallen's Construction in the amount of $184,800 in relation to request for proposal for PS-2022-13 - Resurfacing of McMullen Netsports Courts;

AND

That Council authorize the Public Services Department to enter into an agreement with Jeff Wallen's Construction with a change order to reflect the new project start date of spring 2023;

AND

That Council authorize staff to negotiate any required considerations and pricing adjustments for the phase three work in relation to material costs to an upset limit of the approved 2022 budget for the overall project.

Background

Council approved the reconstruction and resurfacing of the McMullen/Verona net sport courts as part of the 2022 Capital budget process. Complete reconstruction of the McMullen net sport courts in Verona will provide an opportunity to create a safe and vibrant space that offers tennis, basketball and shuffleboard. The current footprint of the tennis courts does not meet the official size requirements for recreational tennis play. The new footprint would exceed these requirements and meet the specifications for tournament tennis providing greater opportunity to continue to grow the sport locally and improving player safety. The space will also include a small basketball area and a space for shuffleboard.

Discussion/Analysis

The reconstruction and resurfacing project will occur in three phases:

Phase one: demolition of existing court to occur late summer of 2022

Phase two: asphalt surface and fencing work to occur late fall of 2022

Phase three: resurfacing and equipment installation to occur spring of 2023

A detailed project Tender for the third phase of the project (resurfacing and equipment installation) was issued and closed on April 27, 2022.

Jeff Wallen's Construction with the support of Court Contractors Ltd was the sole bidder for this phase of the project. Jeff Wallen's Construction is a very reputable company that has experience in overseeing construction projects of varying complexity. Court Contractors Ltd is an Ontario Tennis Association approved company that has specialized in this type of work since 1973. Township Staff has full confidence in the experience and expertise of these companies to meet the project specifications and create a premiere facility for South Frontenac residents.

They have met all the Request for Proposal requirements and references provided have been contacted.

The submission in the amount of $184,800 is competitive and falls within the approved budget of $350,000.

Originally, the tender was issued with a September 15th deadline for completion of the work. Due to requiring further information and time to check references, along with the other components requiring completion prior to resurfacing, Staff and the Court Contractors were concerned that original timelines were too restrictive to complete the project by the September 15th (colour application deadline). Sourcing of required materials is also a challenge due to supply chain demands. With all these considerations Staff and Jeff Wallen's Construction feel that a spring 2023 start date is the best possible solution to keep the project moving forward.

Financial Implications

The 2022 budget of $350,000 is sufficient for the required three phases of the project.

Considerations and pricing adjustments will be negotiated for the phase three work in relation to material costs that may have a market increase in 2023.

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 than meets the community's needs while maintaining the integrity of our natural environment.

Climate Considerations

☐ Not applicable to this report.

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

By replacing the current black asphalt surface with a coloured surface using acrylic, water-based materials there is a positive mitigative result. In addition to the materials having low levels of volatile organic compounds, the colour rubberized material reduces the 'heat island' effect typically experienced with the black top asphalt. The result is a safer more enjoyable playing surface that reduces impact on the users and environment.

Notice/Consultation

- Louise Fragnito, CAO.
- Troy Dunlop, Manager of Technical Services and Infrastructure

Approvals

Submitted By:



Tim Laprade
Recreation and Arena Manager

Approved By:



Louise Fragnito, CPA, CGA
Chief Administrative Officer

Township of South Frontenac
Staff Report

To:	Council
Prepared by:	Public Services Department
Date of Meeting:	June 7, 2022
Subject:	**2022 Private Lane Upgrade Assistance Program**

Summary

The purpose of the attached report is to summarize the applications received under the 2022 Private Lane Upgrade Assistance Program and to seek approval from Council for the approval of grant funding amounts.

Recommendation

That Council approve the grant subsidies for the 2022 Private Lane Upgrade Assistance Program for the initial 23 recipients as outlined in the June 7th, 2022 report totalling $98,460.01.

Background

In February of this year Council approved its 2022 Operating and Capital budgets which included an allocation of $100,000 to the Private Lane Upgrade Assistance Program. The purpose of this annual program is to offer grant incentives for private lane associations that carry out construction improvements that offer improved access for emergency service vehicles.

On May 20th, 2022, the application deadline for the 2022 program closed with a total of 26 grant applications. As of the date of this report, 23 of these applications have been deemed complete. An additional three applications are still subject to further clarifications and review. The details of the applications are listed alphabetically below:

Lane	**Eligible Expenses** *(Inc. HST)*
Belknap Lane	$6,000.00
Buck Point Lane	$18,000.00
Burega Lane	Under Review
Burns Lane North	$16,046.00

Lane (continued)	**Eligible Expenses** *(Inc. HST)*
Cedar Ridges Lane	Under Review
Desert Point Lane	$8,192.50
Dow Lane	$12,147.50
East Shore Lane	$9,867.73
Everett Lane	$2,260.00
Fredster Lane	$6,542.70
Frye Lane	$10,582.40
Garter Lake Lane	$5,692.20
Hillcrest Lane	$4,000.00
Howes Lake Lane	$5,604.80
Ladybush Lane	$13,597.63
MacComish Lane	$13,560.00
McGowan Lane	$13,469.50
Meredith Lane	Under Review
Murphy Lane	$11,040.10
Oakshores Lane/Oakshores Cres/Acorn Lane	$3,503.00
Old Mine Lane	$5,000.00
Stafford Lane	$14,232.35
Sunset Shores Lane	$8,345.05
Thirteen Island Lake Lane	$4,616.03
Tims Lane	$3,034.05
Wintergreen Lane	$7,864.80
Total Eligible Investments	**$203,198.36**

Discussion/Analysis

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

A summary of the proposed costing and available budget for the 2022 program is listed below:

ACTIVITY	AMOUNT ($)
23 - Applications Deemed Complete (June 7th/22) Maximum Grant (50% or maximum $7,000)	$98,460.01
4 – Applications Under Review Maximum Potential Grant (50% or maximum $7,000)	$21,000.00
Grant Commitment (Maximum)	**$119,460.01**
Approved Budget Sources (2022) • 2022 Allocation for Private Lane Upgrading Program @ $100,000 • Balance/Carry Forward of $16,066.00 from 2021 Program	**$116,066.00**
Estimated Shortfall	**($3,394.00)**

One of the goals of the 2022 program was to release the program early and to expedite grant approvals as soon as possible after half loads are lifted. This year's program was released on March 28th and closed on May 20th to provide applicants with the largest construction window possible to expedite the work. Staff are currently recommending that the full grant allowance be granted for the 23 applications as presented. The remaining 3 applications would be brought back to Council at a later date after requested information is provided.

The overall budget shortfall forecasted is very low at $3,394 and based on experience from last year, we expect that this will be offset by savings from projects that are under-spent and/or fail to proceed.

Financial Implications

The 2022 Budget allowance for the overall project is $100,000. An additional $16,066.70 is available from the prior year carry forward. The total available budget for the 2022 program is therefore $116,066.70. Based on the details of the 26 applications submitted this year, the maximum potential grant commitment would be $119,460.01. The corresponding budget shortfall of $3,394 is expected to be offset by projects that are either underspent and/or fail to proceed.

Relationship to Strategic Plans

☒ Not applicable to this report.

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

- Priority: Choose an item.
- Action Item (if applicable):

Climate Considerations

☒ Not applicable to this report.

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

Notice/Consultation

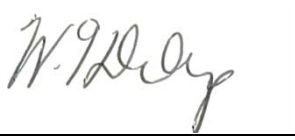
Acting Director of Corporate Services & Treasurer
Financial Analyst

Attachments

Attachment 1 – Funding Allocations

Approvals

Submitted By:



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

Approved By:



Louise Fragnito, CPA, CGA
Chief Administrative Officer

ATTACHMENT 1 – GRANT SUBSIDY ALLOCATIONS
(June 7, 2022 – 22 Applications)

Lane	Eligible Expenses *(Inc. HST)*	Maximum Subsidy All Users
Belknap Lane	$6,000.00	$3,000.00
Buck Point Lane	$18,000.00	$7,000.00
Burega Lane		Under Review
Burns Lane North	$16,046.00	$7,000.00
Cedar Ridges Lane		Under Review
Desert Point Lane	$8,192.50	$4,096.25
Dow Lane	$12,147.50	$6,073.75
East Shore Lane	$9,867.73	$4,933.87
Everett Lane	$2,260.00	$1,130.00
Fredster Lane	$6,542.70	$3,271.35
Frye Lane	$10,582.40	$5,291.20
Garter Lake Lane	$5,692.20	$2,846.10
Hillcrest Lane	$4,000.00	$2,000.00
Howes Lake Lane	$5,604.80	$2,802.40
Ladybush Lane	$13,597.63	$6,798.82
MacComish Lane	$13,560.00	$6,780.00
McGowan Lane	$13,469.50	$6,734.75
Meredith Lane		Under Review
Murphy Lane	$11,040.10	$5,520.05
Oakshores Lane/Oakshores Cres/Acorn Lane	$3,503.00	$1,751.50
Old Mine Lane	$5,000.00	$2,500.00
Stafford Lane	$14,232.35	$7,000.00
Sunset Shores Lane	$8,345.05	$4,172.53
Thirteen Island Lake Lane	$4,616.05	$2,308.03
Tims Lane	$3,034.05	$1,517.03
Wintergreen Lane	$7,864.80	$3,932.40
	TOTAL	**$98,460.01**

Township of South Frontenac

Staff Report

To:	Council
Prepared by:	Public Services Department
Date of Meeting:	June 7, 2022
Subject:	**Sydenham Mill Street – Review of Parking Restrictions**

Summary

The purpose of the attached report is to provide history on a public inquiry regarding parking restrictions on Sydenham Mill Street and to provide recommendation to Council on recommended changes.

Recommendation

That Council direct staff to prepare an amendment to the Traffic and Parking Bylaw 2000-01 to implement a 2hr parking restriction for the northernmost 100m of Sydenham Mill Street (west side);

And that staff implement parking signage updates on Mill Street consistent with the requirements of Ontario Traffic Manual Book 5 – Regulatory Signs.

Background

On November 9th, 2021, an information item was added to the Committee of the Whole Meeting concerning "Request for Parking Space for Commercial Operations on Sydenham Mill Street". The item which was submitted by the Owners of the Sydenham Pet and Farm Supply business outlined concerns regarding the lack of frequent and available parking on the street in front of their place of business. A copy of the original agenda items has been included as Attachment A for reference. At the conclusion of the meeting Township Council provided direction to staff to investigate the concern and report back with recommendations.

On November 15th, 2022, the Manager of Technical Services and Infrastructure met with the business owners and discussed the concerns that were being experienced. During these discussions, the owners expressed a desire for an exclusive short term parking spaced outside their place of business however the practically and effectiveness of this approach was later dismissed. Through these discussions it became apparent that the core issue was the long term occupation of on-street parking spaces by overflow residential parking. At the conclusion of these discussions there was agreed interest to look into a

standard 2hr on-street parking restrictions further. Such parking arrangements are commonly seen in many small communities in rural Ontario.

Staff reminded the property owners that the onset of overnight winter parking restrictions were just weeks away and that the issue of overnight residential parking would soon take a reprieve until the end of March 2022. There was acknowledgement at the time that the review could occur over the winter.

Discussion/Analysis

During the winter of 2021/2022 Township staff carried out a review of the Traffic and Parking Bylaw 2000-01 and also carried out a site audit to look at the parking signage in the area. A schematic of the parking restrictions is included as Attachment B. The details of the wording in the bylaw are outlined in Table 1 below.

Table 1 - Traffic and Parking Bylaw (# 2000-01) – Schedule B

Highway	From/To	Side	Period
Township Road 19	30m north of north limits of Township Road 5 to 100m north of north limits of Cross Street	West Side	2hr limit 0800hrs to 1800hrs
Township Road 19	100m north of north limits of of Cross Street to south limits of George Street	West Side	1hr limit 0800hrs to 1800hrs
Note: Township Road 19 is “Mill Street” and Township Road 5 is “Rutledge Road”			

A review of the parking signage on the street indicated that there was frequent signage in the southern end of the block to provide positive guidance to drivers. The signage in the north end of the block was however both absent and unclear in many parts of the lower commercial block.

Going forward, Council has at least three Options to consider in response to the request.

Option 1 – Implement Signage Program as Per Bylaw 2000-01

If this option were to be pursued the addition of 2hr (time based) parking restrictions at the lower end of the block would improve guidance to drivers in the subject area of concern however the re-posting of a 1hr (time based) restrictions at the low end of the block may introduce confusion due to the extended absence of any signage programs. Google images from as far back as 2014 suggest the signed restrictions have been absent.

Option 2 – Amend Bylaw 2000-01 – Uniform 2hr Restriction (0800 to 1800hrs)

Amendments to the Traffic and Parking Bylaw may want to consider the removal of the 1hr restricted parking at the low end of the street. This approach would meet the current bylaw intent of encouraging parking turnover in the core commercial area and would deter the practice of residential properties consuming parking spaces for extended periods during core business hours.

Option 3 – Amend Bylaw 2000-01 – Uniform 2hr Restriction All Day

Amendments to the Traffic and Parking Bylaw may want to consider the posting of a uniform parking restriction in the lower commercial block that is designated as a straight 2hr restriction with time of day restrictions removed. This approach would meet the current bylaw intent of encouraging parking turnover in the core commercial area and would deter the practice of residential properties consuming parking spaces for extended periods out of convenience. It is understood that there are no overnight on-street parking issues in the winter which would suggest that other alternatives are available although perhaps less convenient.

At this time staff are recommending that Council proceed with Option 2 as it addresses the core issue of parking turnover during business hours and that it does not stray significantly from the current bylaw. The amendment technically adds further parking convenience beyond a 1hr restriction.

Financial Implications

Not applicable.

Relationship to Strategic Plans

☒ Not applicable to this report.

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

- Priority: Choose an item.
- Action Item (if applicable):

Climate Considerations

☒ Not applicable to this report.

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

Notice/Consultation

Clerk

Attachments

Attachment A – Information Item from November 9th, 2021 Agenda (Item 10 a)
Attachment B – Map of Current Parking Restrictions on Sydenham Mill Street

Approvals

Submitted By:



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

Approved By:



Louise Fragnito, CPA, CGA
Chief Administrative Officer

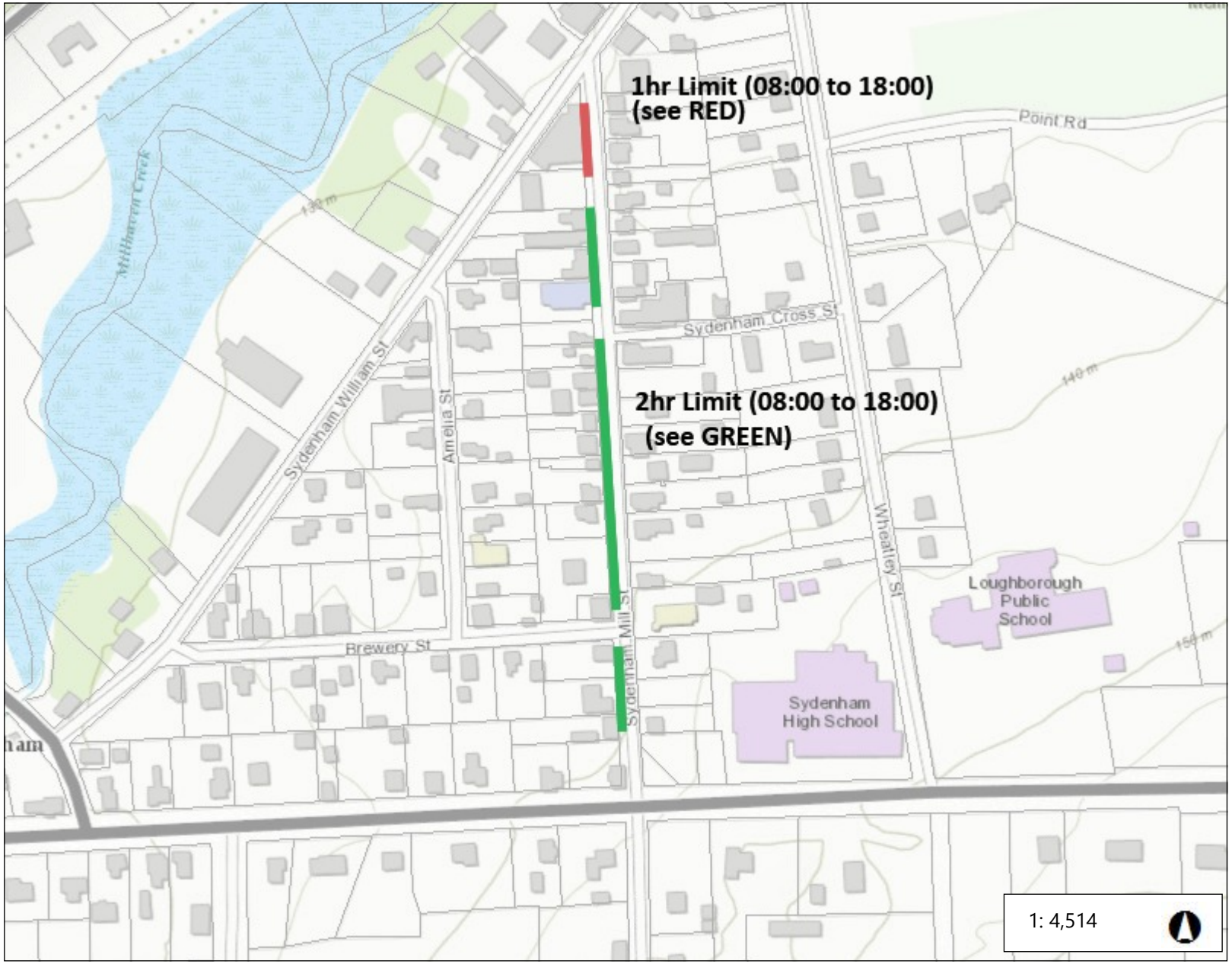
From: Kerry Arthur
To: Angela Maddocks
Subject: Parking on Sydenham Mill Street
Date: October 29, 2021 3:06:36 PM

To Whom It May Concern:

We are the owners of Sydenham Pet & Farm Supply and are requesting consideration into having a limited duration time parking space available outside of our store. We feel that this would not only benefit us, but also many other businesses in the general vicinity. Many of our customers express their frustration when trying to park close to our store as many of the local residents of Sydenham park on the street rather than using their laneways, therefore monopolizing the parking spots for any of the local businesses. This would also benefit the LCBO as many of our customers choose their parking lot as parking can be limited close to our business. The products in our store are heavy and cumbersome ie. large bags of dog food, farm feed etc. which can be challenging when their vehicle is not close by. We've also witnessed people trying to navigate large packages from the pharmacy and the post office and therefore this would also be of benefit to these businesses also. We thank you in advance for your consideration in this matter. We look forward to hearing a response from you in the near future. Please don't hesitate to give us a call if you have anything else that you would like to discuss.

Kerry & Bill Arthur
Sydenham Pet & Farm Supply
613 376-6767

FRONTENAC | Mill Street Parking Restrictions (Bylaw 2000-01)





Legend

- Assessment Parcels
- Citations

Notes

1: 4,514

0.2 0 0.11 0.2 Kilometers

WGS_1984_Web_Mercator_Auxiliary_Sphere

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THIS MAP IS NOT TO BE USED FOR NAVIGATION

Harrowsmith Beautification Committee Meeting – May 18th

Attendees: Greg Hamelin, Adele Hamelin, Lindsey Morey, Doug Morey (Township Rep)

Regrets: Brenda Taylor

Agenda:

Nomination of Chair – Deferred until next meeting when we can have everyone present

Benches – Greg had informed the committee that the benches that we have currently would not pass the safety requirements for the township to be placed on township property. As such, he is going to talk to local businesses to find out if any might be interested in taking them.

In the discussion about benches Adele had asked about the rules surrounding placing a memorial plaque on a new or existing bench. Doug said he would ask the township staff about the guidelines. Greg informed us that to be able to place a bench, it would have to meet the township standards, so it was suggested (by Jamie Brash) to look at Maglin Furniture for such a bench. Doug informed us that there is a community grant program that might be able to provide funding if something like this is required.

Flowers – The committee was informed that there are concrete flowerpots stored so we will be asking Jamie Brash if he knows where they might be. Once we get them located we will set aside some time to do some planting. There was also a question asked by Lindsey Morey about hanging baskets, Doug Morey said he would check to see if that is a possibility.

Food Bank Donations – Adele informed us that she has been picking up the donations from Gilmour's and that so far this year there has been $313.53 raised by donation.

Canada Day – There was a quick discussion around the ability to volunteer with the S&A club to help with the Canada Day celebration this year. Calendars will be checked by various members to see if they have the ability.

Timelines – Greg is going to look at each of the activities that would be a priority month to month and create a timeline so that we can go about the tasks more efficiently.

Adjournment

Next meeting June 22nd.

MEETING BELLROCK HALL May 18 2022

Present: Debbie Twiddy, Celine Hayes, Doug Morey
Rentals: May 25
July 9
Garden use: The talk given by Tim Ryan was a success and we have a list of people who are willing to help with the community garden. Meeting planned for May 19 to organise planting and rosters.
Water Testing: April 26 2022 test passed. Next test is due July 26, 2022.
Water Heater: Has been repaired. Cost was $251.29 Element needed replacing.
Treasurer: Petty cash as of May 18, 2022 Balance: $309.09
Frontenac chequing account as of Mar 31, 2022:
Expenses: $2451.11 (propane, insurance, taxes,hydro)
Balance : $3411.65

Upcoming events:
Verona Car show: Aug 7, 2022. Get in touch with Bruno Albano to let them know how many volunteers we can provide.
Herbal wildcraft walk with Tamara Monday May 23. Status unknown presumably cancelled.
Exercise class: Delayed until later in May.
Grant application has been made to United Way Kingston for possible upgrades to the hall.
Cupola: No word from the contractor
BellRock Community(street) Party: Suggested by Jan and Clint that we run a party in the park. BBQ., games. Think about a date for this by the next meeting.

Next meeting: Wed June 15 at 6pm.

Township of South Frontenac
Staff Report

To:	Council
Prepared by:	Office of the Clerk
Date of Meeting:	June 7, 2022
Subject:	**Deputy Clerk Appointments**

Summary

Council is being asked to pass By-laws to appoint James Thompson as Deputy Clerk and Division Registrar by approving By-law 2022-47 and By-law 2022-48.

Recommendation

That Council pass By-laws 2022-47 and 2022-48 appointing James Thompson as Deputy Clerk and Deputy Division Registrar.

Background

Included in the 2022 budget was the position of a Deputy Clerk in the Clerk's Department. Additional resourcing was identified to assist with increasing demands for service in several areas including Freedom of Information Requests, By-law Enforcement issues and Council and Committee support.

Discussion/Analysis

The Municipal Act, Section 228 (1) outlines the duties of the Clerk as follows:

(a) to record, without note or comment, all resolutions, decisions and other proceedings of the council;

(b) if required by any member present at a vote, to record the name and vote of every member voting on any matter or question;

(c) to keep the originals or copies of all by-laws and of all minutes of the proceedings of the council;

(d) to perform the other duties required under this Act or under any other Act; and

(e) to perform such other duties as are assigned by the municipality. 2001, c. 25, s. 228 (1).

And further that:

Deputy clerks

(2) A municipality may appoint deputy clerks who have all the powers and duties of the clerk under this and any other Act. 2001, c. 25, s. 228 (2).

Not required to be an employee

(3) A clerk or deputy clerk is not required to be an employee of the municipality. 2001, c. 25, s. 228 (3).

Delegation

(4) The clerk may delegate in writing to any person, other than a member of council, any of the clerk's powers and duties under this and any other Act. 2001, c. 25, s. 228 (4).

Clerk retains powers and duties

(5) The clerk may continue to exercise the delegated powers and duties, despite the delegation. 2001, c. 25, s. 228 (5).

By-law 2022-47, when passed will appoint James Thompson as Deputy Clerk to have all the powers and duties of the Clerk under the Municipal Act or any other Act.

As outlined in item (4) above, the legislative requirements with respect to the Vital Statistics Act, specifically death registration allows for the clerk to delegate authority to process death registrations to the Deputy Clerk by way of By-law 2022-48 attached to the agenda.

Financial Implications

This position was included in the 2022 Budget as approved by Council.

Relationship to Strategic Plans

☐ Not applicable to this report.

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

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

Climate Considerations

☒ Not applicable to this report.

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

Notice/Consultation

Not applicable

Attachments

By-law 2022-47 – Appoint a Deputy Clerk

By-law 2022-48 – Appoint a Deputy Division Registrar

Approvals

Submitted By:



Angela Maddocks
Clerk

Approved By:



Louise Fragnito, CPA, CGA
Chief Administrative Officer

TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2022-47

A BY-LAW TO APPOINT A DEPUTY CLERK

WHEREAS Section 228 (1) of the Municipal Act, 2001, as amended, provides that Councils shall appoint a Clerk whose duty it is to record, without note or comment, all resolution, decisions and other proceedings of Council; if required by any member present at a vote, to record the name and voter of every member voting on any matter in question; to keep the originals or copies of all by-laws and of all minutes of the proceedings of the council; to perform the other duties required under this or under any other Act; and to perform such other duties as assigned by the municipality;

AND WHEREAS Section 228 (2) of the Municipal Act, 2001, as amended, provides that a municipality may appoint deputy clerks who have all the powers and duties of the clerk under this and any other Act;

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

1. THAT James Thompson is hereby appointed as Deputy Clerk for the Corporation of the Township of South Frontenac effective June 8, 2022.

2. This By-law shall come into force and take effect on June 8, 2022.

Dated at Sydenham this 7th day of June, 2022

Read a first and second time this 7th day of June, 2022.

Read a third time and finally passed this 7th day of June, 2022.

THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC

_____
Ron Vandewal, Mayor

_____
Angela Maddocks, Clerk

TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2022-48

BEING A BY-LAW TO APPOINT A DEPUTY DIVISION REGISTRAR

WHEREAS under Section 38(1) of the Vital Statistics Act R.S.O. 1990, Chapter V.4, as amended, the Clerk of every municipality is by virtue of the office Division Registrar of the Registration Division Form by the municipality; and

WHEREAS the Division Registrar may with the approval of the Registrar General, appoint one or more Deputy Division Registrars to act for him/her and any such Deputy while so acting, has all the powers and duties of the Division Registrar who appointed the Deputy; and

WHEREAS it is deemed useful and expedient to appoint a Deputy Division Registrar to carry out the duties required under the Vital Statistics in the absence of the Clerk;

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

1. James Thompson is appointed as Deputy Division Registrar for the Township of South Frontenac subject to the approval of the Registrar General.
2. That By-law 2018-72 be rescinded.
3. This By-law shall come into force and take effect on the date of its passage.

Dated at the Township of South Frontenac this 7th day of June, 2022.

Read a first and second time this 7th day of June, 2022.

Read a third time and finally passed this 7th day of June 2022.

THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC

_____

Ron Vandewal, Mayor

_____

Angela Maddocks, Clerk

Township of South Frontenac

Staff Report

To:	Council
Prepared by:	Development Services Department
Date of Meeting:	June 7, 2022
Subject:	**Appointment of Building Inspector**

Summary

This report recommends the appointment of Nicholas Hoornweg as a Building Inspector for the Township. Building Inspectors must be appointed by By-law in order to enforce the Ontario Building Code within the municipality in which they work.

Recommendation

That Council pass By-law 2022-49 to appoint Nicholas Hoornweg as a Building Inspector for the Township of South Frontenac.

Background

The Development Services Department welcomed Nicholas Hoornweg as a Building Inspector on May 30, 2022.

Nicholas (Nick) comes to the Township with significant knowledge and experience in the construction industry, most recently operating his own residential construction business in the Quinte West area. He also has experience with the design and installation of sewage systems. He holds several qualifications under the Ontario Building Code.

The Department looks forward to the contributions he will bring to the Township as a Building Inspector.

Discussion/Analysis

As noted above, Building Inspectors must be appointed by By-law in order to enforce the Ontario Building Code within the municipality in which they work.

Financial Implications

None.

Relationship to Strategic Plans

☐ Not applicable to this report.

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

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

Climate Considerations

☒ Not applicable to this report.

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

Notice/Consultation

- Tom Berriault, Chief Building Official

Attachments

- By-law 2022-49 – A By-law to Appoint a Building Inspector

Approvals

Submitted By:



Claire Dodds, MCIP, RPP
Director of Development Services

Approved By:



Louise Fragnito, CGA, CPA
Chief Administrative Officer

TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2022-49

A BY-LAW TO APPOINT A BUILDING INSPECTOR

WHEREAS Section 3 (1) of the Building Code Act, R.S.0. 1990. Chapter B. 13, as amended, provides that the Council of each municipality is responsible for the enforcement of the Building Code Act in the municipality; and,

WHEREAS Section 3 (2) of the Building Code Act, R.S.0. 1990, Chapter B. 13, as amended, requires that the Council of each municipality shall appoint a Chief Building Official and such inspectors as necessary for the enforcement of the Act;

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

1. Nicholas Hoornweg is hereby appointed as Building Inspector for the Township of South Frontenac.

2. Nicholas Hoornweg is hereby authorized by the Council to carry out the duties of a Building Inspector as set out in the Building Code Act.

3. All other by-laws, resolutions or actions of Council that are not consistent with or which are contrary to the provisions of this by-law are hereby repealed.

4. This by-law shall come into force and take effect on June 7, 2022.

Dated at Sydenham this 7th day of June, 2022

Read a first and second time this 7th day of June, 2022

Read a third time and finally passed this 7th day of June, 2022

THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC

_____
Ron Vandewal, Mayor

_____
Angela Maddocks, Clerk

Township of South Frontenac

Staff Report

To:	Council
Prepared by:	Development Services Department
Date of Meeting:	June 7, 2022
Subject:	**Dedication and Assumption of Sandstone Court, Plan 13M99, Sandstone Shores**

Summary

By-law 2022-50 authorizes the assumption and dedication of the road, Sandstone Court, as it has been developed and built to standard and Township staff are satisfied with the final acceptance of the works for the Sandstone Shores subdivision.

Recommendation

It is recommended that Council pass By-law 2022-50 to dedicate and assume Sandstone Court within the Sandstone Shores subdivision, 13M99, for the purposes of public use as a common and public highway.

Background

The Subdivision Agreement for Sandstone Shores was entered into on April 4, 2014. Subsequently Plan 13M99 was registered on June 18, 2014. The subdivision agreement deeded Blocks 13, 14 and 15 adjacent to Moreland-Dixon Road and at the end of the cul-de-sac as 0.3 metre reserves. It also deeded the stormwater management facility (Block 11) to the Township and established easements for drainage over Lot 5 and 6 for drainage from the storm water management facility. Plan 13M99 named and deeded Sandstone Court to the Township when it was registered on June 18, 2014. By-law 2022-50 authorizes the assumption and dedication of the road, Sandstone Court, now that it has been developed and built to standard and Township staff are satisfied with the final acceptance of the works for the Sandstone Shores subdivision.

Discussion/Analysis

Staff are satisfied that Sandstone Court within the Sandstone Shores Subdivision is laid out and properly constructed in accordance with the Township's road construction standards and the road specifications in the Subdivision Agreement.

Public Services staff undertook an inspection of the site works performed at the Sandstone Shores Subdivision on September 20, 2021. The inspection outcomes were reviewed against the requirements of the subdivision agreement, dated April 4, 2014. A number of deficiencies were identified related to the storm water management pond (e.g. confirmation the pond was constructed in accordance with the environmental compliance approval, ditching for the inlet of the stormwater management) that were required to be addressed prior to staff recommending assumption of the road.

Public Services staff received confirmation from the developer, Barry Campbell, that deficiencies were rectified in April 2022. A subsequent site inspection was completed by Public Services on May 19, 2022. Following the May 19, 2022 inspection, Public Services staff advised Development Services staff that they are satisfied the outstanding deficiencies have been addressed. Public Services staff are also satisfied with the condition of Sandstone Court to be assumed as a municipal road. As such, the Development Services Department are now recommending Council pass a by-law to dedicate and assume Sandstone Court as a municipal road.

Financial Implications

The Township of South Frontenac is already performing winter maintenance on the road within the subdivision. Once dedicated and assumed, the Township will be responsible for the cost of any future maintenance.

Relationship to Strategic Plans

☒ Not applicable to this report.

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

- Priority: Choose an item.
- Action Item (if applicable):

Climate Considerations

☒ Not applicable to this report.

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

Notice/Consultation

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

- W. Troy Dunlop, Manager of Technical Services and Infrastructure, Public Services

Attachments

Attachment #1 - Map showing location of Sandstone Shores Plan of Subdivision

Attachment #2 - Plan 13M99

Attachment #3 - By-Law 2022-50

Approvals

Submitted By:



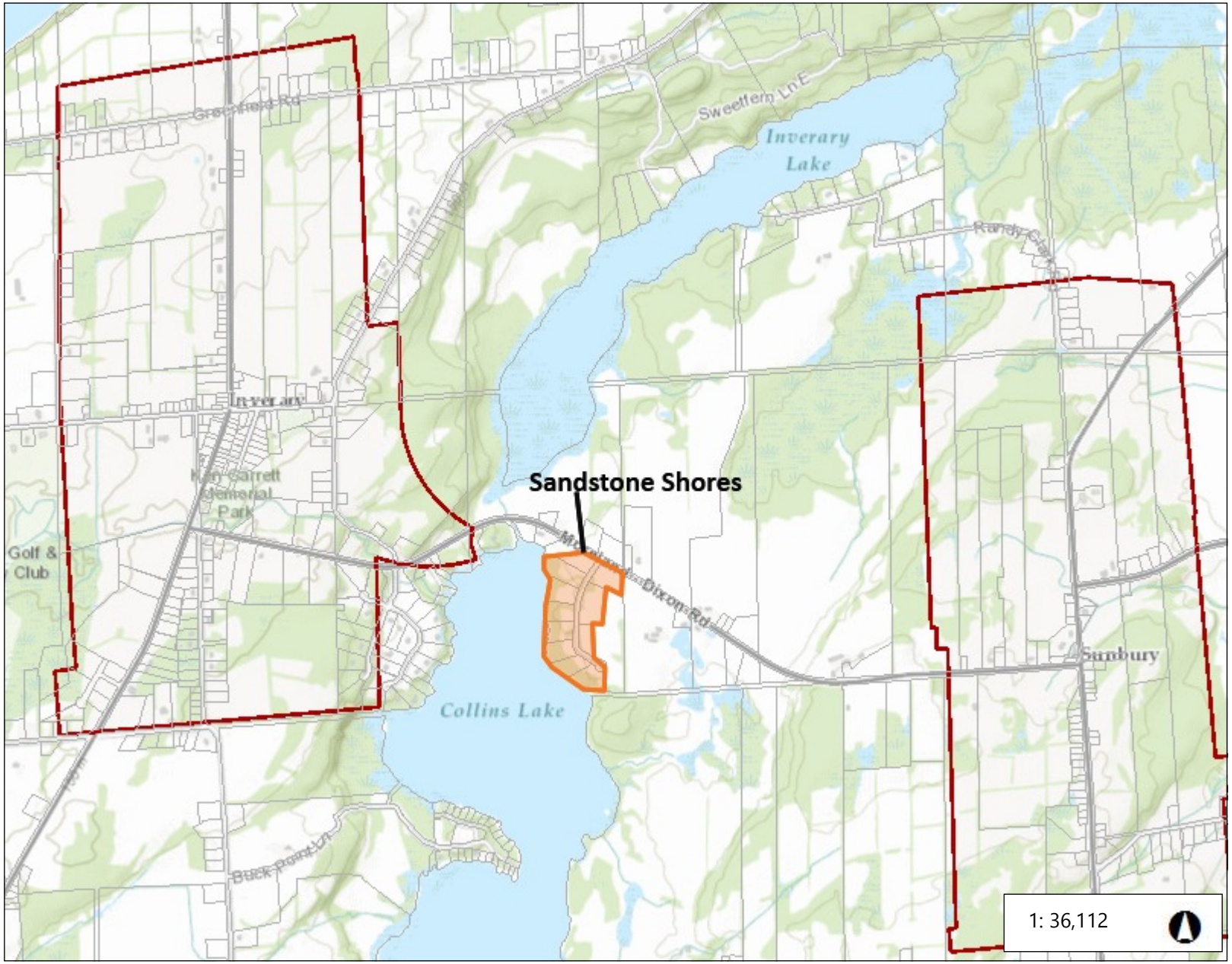
Claire Dodds, MCIP, RPP
Director of Development Services

Approved By:



Louise Fragnito, CPA, CGA
Chief Administrative Officer

FRONTENAC | Attachment #3 - Location of Sandstone Shores Plan of Subdivision





Legend

- Assessment Parcels
- Settlement Area
- Citations

Notes

1.8 0 0.92 1.8 Kilometers

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THIS MAP IS NOT TO BE USED FOR NAVIGATION

PLAN 13M– 99

I CERTIFY THAT THIS PLAN IS REGISTERED IN THE LAND REGISTRY OFFICE FOR THE LAND TITLES DIVISION OF FRONTENAC (No. 13) AT 10:03 O'CLOCK ON THE 8th DAY OF July, 2014 AND ENTERED IN THE REGISTER FOR PROPERTY IDENTIFICATION NUMBER 36294–1188(LT) AND REQUIRED CONSENTS ARE REGISTERED AS PLAN DOCUMENT No. FC 182262

Manon Lemieux

REPRESENTATIVE FOR LAND REGISTRAR

THIS PLAN OF SUBDIVISION COMPRISES OF:
PART OF PIN 36294–1188(LT)

PLAN OF SUBDIVISION
PART OF LOT 22
CONCESSION 2
TOWNSHIP OF SOUTH FRONTENAC
(FORMERLY TOWNSHIP OF STORRINGTON)
(GEOGRAPHIC TOWNSHIP OF LOUGHBOROUGH)
COUNTY OF FRONTENAC

SCALE: 1:1000

50m 40 30 20 10 0 50 metres

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

LESLIE M. HIGGINSON SURVEYING Ltd.
2014

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:
1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
2. THE SURVEY WAS COMPLETED ON THE 24TH DAY OF OCTOBER, 2013.

LESLIE M. HIGGINSON SURVEYING Ltd.
ONTARIO LAND SURVEYOR
KINGSTON, ONTARIO

APRIL 8, 2014
DATE

LESLIE M. HIGGINSON,
ONTARIO LAND SURVEYOR

NOTE & LEGEND:

BEARINGS SHOWN HEREON ARE GRID BEARINGS DERIVED FROM GPS OBSERVATIONS AND ARE RELATED TO MONUMENTS ORP A AND ORP B HAVING A BEARING OF N0°05'20"W, UTM ZONE 18, (75° WEST LONGITUDE) NAD83 (CSRS) (1997.0).

COMPARISONS SHOWN IN BRACKETS ARE TO ASTRONOMIC BEARINGS

INTEGRATION COORDINATE TABLE OBSERVED REFERENCE POINTS(ORPs) DERIVED FROM GPS OBSERVATIONS USING THE PRECISE POINT POSITIONING (PPP) SERVICE, UTM ZONE 18, NAD83(CSRS)(1997.0) RURAL ACCURACY PER SEC. 14(2) OF O.REG. 216/10		
POINT ID	NORTHING (M)	EASTING (M)
ORP A	4915326.43	384417.63
ORP B	4915217.98	384417.80
COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.		

ALL DISTANCES SHOWN HEREON ARE HORIZONTAL GROUND DISTANCES.

GRID DISTANCES CAN BE CALCULATED BY MULTIPLYING THE GROUND DISTANCES SHOWN ON THE PLAN BY THE COMBINED SCALE FACTOR OF 0.999782961.

□	DENOTES	SURVEY MONUMENT PLANTED
■	"	SURVEY MONUMENT FOUND
SSIB	"	SHORT STANDARD IRON BAR
SIB	"	STANDARD IRON BAR
IB	"	IRON BAR
RP	"	ROCK POST
WIT	"	WITNESS
CALC	"	CALCULATED
S	"	SET
M	"	MEASURED
1596	"	LESLIE M. HIGGINSON O.L.S.
1407	"	M. PETER ALLEN O.L.S.
1120	"	JAMES A. MINNIS O.L.S.
P1	"	PLAN 13R–20552
P2	"	PLAN 13R–16425

SSIB'S WERE PLANTED WHERE OVERBURDEN WAS INSUFFICIENT TO SET SIB'S

THE POSITION OF THE WATER'S EDGE HAS BEEN RE-ESTABLISHED FROM INFORMATION SHOWN ON PLAN 13R–16425

ALL 0.3 WIDE BLOCKS HAVE BEEN EXAGGERATED IN WIDTH FOR DRAFTING CLARITY.

MUNICIPAL CERTIFICATE:

THIS FINAL PLAN OF SUBDIVISION IS APPROVED UNDER SECTION 51(58) OF THE PLANNING ACT

THIS 18 DAY OF June, 2014.

JANNETTE AMINI
CLERK, COUNTY OF FRONTENAC

Jannette Amini, a Commissioner, etc., for taking Oaths, Deputy Clerk Corporation of the County of Frontenac.

OWNER'S CERTIFICATE

1. THIS IS TO CERTIFY THAT: LOTS 1 TO 10, BLOCKS 11 ~~TO 15 BOTH INCLUSIVE~~ AND 12 AND RESERVE BLOCKS 13,14 +15 AND THE STREET NAMELY SANDSTONE COURT HAS BEEN LAID OUT IN ACCORDANCE TO OUR INSTRUCTIONS.

2. THE STREETS ARE HEREBY DEDICATED TO THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC AS PUBLIC HIGHWAYS.

DATED THE 14 DAY OF May, 2014.

WITNESS

BARRY KEITH CAMPBELL

APRIL 25, 2014

LESLIE M. HIGGINSON SURVEYING Ltd.
1064 GARDINERS ROAD
KINGSTON, ONTARIO K7P 1R7
(613) 389–7986 (fax)389–5578 or leslie@lmhigginson.com

FILE: ST'N 2–22 | LMH456GND SUB

TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2022-50

BEING A BY-LAW TO DEDICATE AND ASSUME AS COMMON AND PUBLIC HIGHWAY CERTAIN LANDS IN THE TOWNSHIP OF SOUTH FRONTENAC, PURSUANT TO SECTIONS 26, 28 & 31(6) OF THE MUNICIPAL ACT, 2001.

WHEREAS certain lands in the Township of South Frontenac were deeded to the Township of South Frontenac for the purpose of dedicating them to public use as common and public highways;

AND WHEREAS the Municipal Act, S.O, 2001, c. 25, sections 26 & 28 identifies all road and allowances, highways, streets and lanes shown on a registered plan of subdivision as highways, and gives the municipality jurisdiction over said highways;

AND WHEREAS Council wishes to enact a by-law for the purpose of assuming the lands as part of the public highways to be maintained by the municipality;

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

Those lands herein described are dedicated as common and public highways and the lands are assumed as part of the public highways to be maintained by the municipality.

1. Sandstone Court, Plan 13M99, former Township of Storrington, Geographic Township of Loughborough, being all of PIN 36294-1220; and

This by-law shall come into force and take effect on the date of registration of this by-law.

Dated at the Township of South Frontenac this 7th day of June, 2022.

Read a first and second time this 7th day of June, 2022.

Read a third time and finally passed this 7th day of June, 2022.

THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC

_____

Ron Vandewal, Mayor

_____

Angela Maddocks, Clerk

Township of South Frontenac

Staff Report

To:	Council
Prepared by:	Development Services Department
Date of Meeting:	June 7, 2022
Subject:	**Site Plan Control Application PL-SPC-2022-0052, 1809505 Ontario Limited, 3810 Perth Road**

Summary

This report recommends that Council pass a by-law to approve a Site Plan Control agreement for 3810 Perth Road. By-law 2003-25 requires site plan control to ensure that the Township's development standards will be met on commercial properties.

Recommendation

THAT By-law 2022-51 to authorize the Mayor and Clerk to enter into a new Site Plan Agreement with the Owner, 1809505 Ontario Limited, for 3810 Perth Road that accommodates the proposed development, and to execute documents to delete the previous Site Plan Agreement registered on title as instrument FC248045, be passed.

Background

The subject property is located on Perth Road in Inverary. The property is zoned Urban Commercial – Special Provision (UC-27). The UC-27 zone permits the full range of commercial uses listed in the UC zone. The UC-27 zone was amended through By-law 2022-35 to permit a total of five accessory dwelling units.

It is currently developed a two-storey building that contains three commercial uses on the first floor and four accessory dwelling units (apartments) on the second floor. The property is also developed with a cardlock gas station.

The owner is proposing to construct a 181.3 square metre (1951.5 square foot) two-storey addition to the existing building that would accommodate additional commercial units. This site plan approval contemplates that some of the commercial space may be converted to a apartment in the future, subject to submission of a Record of Site Condition prior to issuance of any building permit for the residential use. The site plan complies with all provisions that would apply to the conversion of commercial space on the second floor to a fifth apartment.

The property is subject to a 2017 Site Plan Agreement that is registered on title. This site plan agreement must be deleted, and a new site plan agreement executed in order to facilitate the proposed building addition.

Discussion/Analysis

The site plan drawing was reviewed by Planning Services, Building Services and Public Services staff with consideration for Zoning By-law No. 2003-75, the Ontario Building Code, and the Township's Site Plan Control Guidelines.

Staff are satisfied that the site plan drawing and agreement meet the requirements of the Urban Commercial Zone, UC-27 zone, and general provisions (e.g. required number of parking spaces) of Zoning By-law No. 2003-75. The site plan drawing also meets the requirements of the Ontario Building Code. It also satisfies the Township's Site Plan Control Guidelines (e.g. grading, amenity space).

The site plan agreement binds current and future owners of the subject property and will be registered on the title of the lands by the Township's solicitor. A further amendment of the site plan and agreement will not be required to add a fifth accessory dwelling unit within the proposed building addition.

The Owner has reviewed the site plan agreement and indicated their concurrence. Original signed copies of the agreement have been received by the Township.

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

The site plan drawing was reviewed by Planning Services, Building Services and Public Services staff.

Attachments

1. Site Plan Drawing
2. Site Plan Agreement
3. Site Plan By-law 2022-51

Approvals

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

Submitted By:

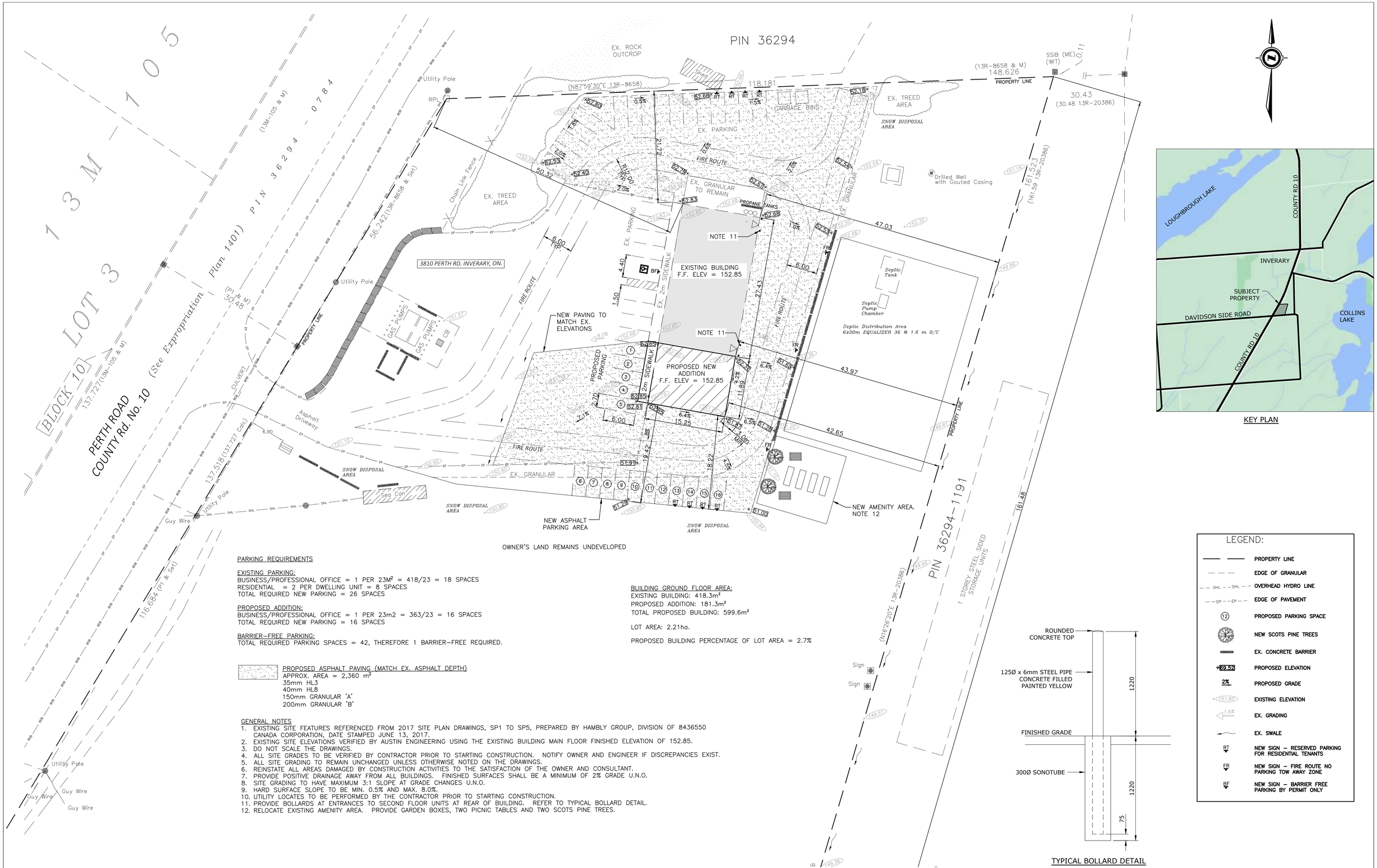


Claire Dodds, MCIP, RPP
Director of Development Services

Approved By:



Louise Fragnito, CPA, CGA
Chief Administrative Officer



OWNER'S LAND REMAINS UNDEVELOPED

PARKING REQUIREMENTS

EXISTING PARKING:
BUSINESS/PROFESSIONAL OFFICE = 1 PER 23M² = 418/23 = 18 SPACES
RESIDENTIAL = 2 PER DWELLING UNIT = 8 SPACES
TOTAL REQUIRED NEW PARKING = 26 SPACES

PROPOSED ADDITION:
BUSINESS/PROFESSIONAL OFFICE = 1 PER 23m2 = 363/23 = 16 SPACES
TOTAL REQUIRED NEW PARKING = 16 SPACES

BARRIER-FREE PARKING:
TOTAL REQUIRED PARKING SPACES = 42, THEREFORE 1 BARRIER-FREE REQUIRED.

BUILDING GROUND FLOOR AREA:
EXISTING BUILDING: 418.3m²
PROPOSED ADDITION: 181.3m²
TOTAL PROPOSED BUILDING: 599.6m²

LOT AREA: 2.21ha.

PROPOSED BUILDING PERCENTAGE OF LOT AREA = 2.7%

PROPOSED ASPHALT PAVING (MATCH EX. ASPHALT DEPTH)
APPROX. AREA = 2,360 m²
35mm HL3
40mm HL8
150mm GRANULAR 'A'
200mm GRANULAR 'B'

GENERAL NOTES
1. EXISTING SITE FEATURES REFERENCED FROM 2017 SITE PLAN DRAWINGS, SP1 TO SP5, PREPARED BY HAMBLY GROUP, DIVISION OF 8436550 CANADA CORPORATION, DATE STAMPED JUNE 13, 2017.
2. EXISTING SITE ELEVATIONS VERIFIED BY AUSTIN ENGINEERING USING THE EXISTING BUILDING MAIN FLOOR FINISHED ELEVATION OF 152.85.
3. DO NOT SCALE THE DRAWINGS.
4. ALL SITE GRADES TO BE VERIFIED BY CONTRACTOR PRIOR TO STARTING CONSTRUCTION. NOTIFY OWNER AND ENGINEER IF DISCREPANCIES EXIST.
5. ALL SITE GRADING TO REMAIN UNCHANGED UNLESS OTHERWISE NOTED ON THE DRAWINGS.
6. REINSTATE ALL AREAS DAMAGED BY CONSTRUCTION ACTIVITIES TO THE SATISFACTION OF THE OWNER AND CONSULTANT.
7. PROVIDE POSITIVE DRAINAGE AWAY FROM ALL BUILDINGS. FINISHED SURFACES SHALL BE A MINIMUM OF 2% GRADE U.N.O.
8. SITE GRADING TO HAVE MAXIMUM 3:1 SLOPE AT GRADE CHANGES U.N.O.
9. HARD SURFACE SLOPE TO BE MIN. 0.5% AND MAX. 8.0%.
10. UTILITY LOCATES TO BE PERFORMED BY THE CONTRACTOR PRIOR TO STARTING CONSTRUCTION.
11. PROVIDE BOLLARDS AT ENTRANCES TO SECOND FLOOR UNITS AT REAR OF BUILDING. REFER TO TYPICAL BOLLARD DETAIL.
12. RELOCATE EXISTING AMENITY AREA. PROVIDE GARDEN BOXES, TWO PICNIC TABLES AND TWO SCOTS PINE TREES.

KEY PLAN

TYPICAL BOLLARD DETAIL

LEGEND:

- PROPERTY LINE
- EDGE OF GRANULAR
- OHL OVERHEAD HYDRO LINE
- EP EDGE OF PAVEMENT
- (12) PROPOSED PARKING SPACE
- NEW SCOTS PINE TREES
- EX. CONCRETE BARRIER
- +59.52 PROPOSED ELEVATION
- 2% PROPOSED GRADE
- +151.60 EXISTING ELEVATION
- 1.6% EX. GRADING
- EX. SWALE
- RT NEW SIGN – RESERVED PARKING FOR RESIDENTIAL TENANTS
- FR NEW SIGN – FIRE ROUTE NO PARKING TOW AWAY ZONE
- BF NEW SIGN – BARRIER FREE PARKING BY PERMIT ONLY

AS CONSTRUCTED NOTES	AS CONSTRUCTED SERVICES	COMPLETION

			No.	REVISIONS	DATE	BY
DESIGN	JKA		1	ISSUED FOR REVIEW	JAN 14/22	JKA
DRAWN	MS / JKA		2	REVISED FIRE ROUTE AND PARKING	APR 8/22	JKA
CHECKED	–		3	REVISED BUILDING DIMENSIONS	APR 18/22	JKA
APPROVED	–		4	REVISED PER TOWNSHIP REVIEW COMMENTS	MAY 20/22	JKA
DATE	January 14, 2022					

CONSULTANT OR DIVISION

AUSTIN ENGINEERING
3345 Silverwood Dr, Inverary, ON K0H 1X0
Phone: 613-561-5634
www.AustinEng.ca

ENGINEER'S STAMP

LICENSED PROFESSIONAL ENGINEER
J.K. AUSTIN
100186045
MAY 20 / 22
PROVINCE OF ONTARIO

SCALE
1 : 300
0 5m 10m

TITLE
3810 PERTH ROAD, INVERARY, ON.

SITE PLAN

PROJECT No. 22002
SHEET No. 1 of 1
PLAN FILE No.

SITE PLAN CONTROL AGREEMENT

THIS AGREEMENT made in triplicate this _____ day of , 2022.

BETWEEN:

1809505 ONTARIO LIMITED

hereinafter referred to as the "OWNER"

OF THE FIRST PART

- and -

THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC

hereinafter referred to as the "Municipality"

OF THE SECOND PART

WHEREAS the Owner has made an application to the Municipality for permission to develop those lands more particularly described on Schedule "A" attached hereto (the "Owner's Lands");

AND WHEREAS the Council of The Corporation of the Township of South Frontenac passed Site Plan Control Area By-law No. 2003-25 for the approval of site plans and designating commercial properties as a Site Plan Control Area pursuant to the Planning Act, as amended;

AND WHEREAS the Council of The Corporation of South Frontenac has approved those plans for the development of the Owner's Lands set out in Schedule "C" to this Agreement (the "Site Plan Drawings"), subject to the Owner entering into a Site Plan Control Agreement with the Municipality;

AND WHEREAS the Corporation of the Township of South Frontenac is authorized to enter into this agreement and register it against the title to the Lands pursuant to section 41 of the Planning Act;

NOW THEREFORE WITNESSETH that in consideration of the mutual covenants and agreements contained herein, the parties agree each with the other as follows:

1) The Owner shall, at its sole risk and expense and to the satisfaction of the Municipality, develop the Owner's Lands in accordance with the Site Plan Drawings, and shall construct, use, and maintain those facilities and works set out in the Site Plan Drawings in accordance with the terms of this Agreement. The Site Plan Drawings listed in Schedule "C" are hereby incorporated into this Agreement. The originals of the Site Plan Drawings are on file in the offices of the Municipality and shall govern in the event of any dispute.

2) The following Schedules are attached to and form part of this Agreement:

Schedule "A"	-	Description of Lands
Schedule "B"	-	Security for Works
Schedule "C"	-	Site Plan Drawings
Schedule "D"		Grants of Easement and Other Public Lands
Schedule "E"	-	Municipal Conditions
Schedule "F"	-	Specification of Commercial/Industrial Entrance
Schedule "G"	-	Approving Authorities and Agencies

3) The Owner shall comply with any amendments, additions or deletions to the Site Plan Drawings that the Municipality may reasonably require after the date of this Agreement in order to better ensure the proper and orderly development of the Owner's Lands and the construction of the works and facilities required by this Agreement.

4) Without limiting the generality of the Owner's obligations set out in clause 1 of this Agreement, the Owner covenants and agrees to develop the Owner's Lands in accordance with those municipal conditions set out in Schedule "E" to this Agreement.

5) Prior to the commencement of any construction, the Owner agrees to obtain all other permits and approvals required by any other agency or authority having jurisdiction, including, without limiting its generality, those agencies and authorities set out in Schedule "G" to this Agreement.

6) The Owner shall deliver to the Municipality those deeds or grants of easement or rights-of-way set out on Schedule "D".

7) The Municipality acknowledges and agrees that a cash-in-lieu of parkland payment is not required for this development.

8) As security for the performance of the Owner's obligations under this Agreement, the Owner shall deposit with the Treasurer of the Municipality an irrevocable letter of credit of a Canadian chartered bank or other financial security in a form satisfactory to the Municipality in accordance with the requirements in Schedule "B". The Municipality shall not draw down on the letter of credit or other security unless the Owner is in default in the performance of an obligation under this Agreement and such default continues for more than fifteen (15) days after the Municipality delivers written notice to the Owner requiring the Owner to remedy the default.

9) Upon completion of all works and facilities and prior to the release of any securities, the Owner shall deliver to the Municipality the certificate of a consulting engineer licensed under the Professional Engineers Act (Ontario) confirming that all works and facilities, including stormwater management facilities, have been installed in accordance with this Agreement.

10) Except as may otherwise be provided for in this Agreement, the Owner shall complete the construction of all works and facilities within six (6) months of the date of occupancy of the building; but in cases of undue hardship, the Municipality may extend in writing any time for completion required by this Agreement.

11) If any lien is claimed pursuant to the Construction Lien Act for the supply of services or material in connection with the construction or maintenance of any portion of the works or facilities located on a public street or highway or any lands owned by the Municipality or any other public authority, the Owner shall be considered in default under this Agreement and shall continue to be in default until all liens are discharged,

and the Municipality may, in its absolute discretion, use the security deposited by the Owner to pay into court any amounts required to discharge all liens plus costs.

12) If any portion of the Works or facilities will be located on a public street or highway or any lands owned by the Municipality or any other public authority, the Owner shall, as a condition of this Agreement, keep in force until such works or facilities have been approved by the Municipal Engineer a comprehensive plan of public liability and property damage insurance acceptable to the Municipality that provides insurance coverage in respect of any one occurrence to the limit of at least five million dollars ($5,000,000) exclusive of interest and costs, against loss or damage resulting from bodily injury to, or death of one or more persons and loss of or damage to property. The policy shall name the Municipality as a named insured.

13) The policy shall provide coverage against all claims for all damages or injury including death to any person or persons or damage to any property of the Municipality or any other public or private property resulting from or arising out of any act or omission on the part of the Owner or any of its servants or agents during the construction or maintenance of the works. The policy shall include completed operations coverage liability, blanket written contractual liability with respect to non-owned licensed vehicles and shall have no exclusion pertaining to shoring, blasting (unless a separate certificate of insurance for blasting is provided prior to the start of blasting), excavating, underpinning, demolition, pile driving, caisson work and work below ground surface including tunnelling and grading. The issuance of a policy of insurance shall not be construed as relieving the Owner from responsibility for other or larger claims, if any, for which the Municipality may be held responsible.

14) The Owner shall provide the Municipality with a Certificate of insurance in a form satisfactory to the Municipality together with such proof as the Municipality may require that all premiums on the policies of insurance have been paid and that they are in full force and effect. If the Owner fails to pay premiums or otherwise keep the policies in force, the Municipality may pay premiums or take out additional policies as it considers necessary and the Owner shall pay all costs.

15) In the event the Owner is in default in the performance of any obligation under this Agreement and such default continues more than fifteen (15) days after the Municipality delivers written notice to the Owner requiring the Owner to remedy the default, the Municipality may, without further notice to the Owner, do such thing at the Municipality's expense as it may reasonably require necessary to remedy the default, and the Municipality may recover the expense incurred in doing such thing by action or the same may be recovered in like manner as municipal taxes in accordance with the provisions of Section 446 of the Municipal Act, 2001, S.O., 2001, C. 25, as amended.

16) Time shall be of the essence of this Agreement and of any extension of time that may be agreed upon by the parties.

17) The Municipality will make reasonable efforts with the number of personnel available to it to inspect the works and facilities to be constructed in accordance with the Site Plan Drawings and this Agreement, but the Owner shall indemnify and save harmless the Municipality, its servants, agents and contractors from any responsibility or liability arising directly or indirectly from any failure or delay in completing such inspections.

18) The Owner hereby grants to the Municipality, its servants and contractors, a licence to enter the Owner's Lands during normal operating hours for the purpose of inspecting the works and facilities and to perform any work arising from or the result of any default by the Owner under this Agreement.

19) It is the intent of this Agreement that the Municipality shall not incur any expense for the development of the Owner's Lands and every obligation of the Owner under this Agreement shall be deemed to include the words "at the expense of the Owner", unless specifically stated otherwise.

20) The Owner agrees to pay the legal, engineering, landscape architectural, planning and administrative costs incurred by the Municipality to process the Site Plan Drawings, including but not limited to, the preparation of this Agreement and all plans and specifications, and the supervision and inspection of the Works.

21) All invoices, costs and expenses received or incurred by the Municipality and payable by the Owner shall be paid within thirty (30) days of the Municipality's invoice or demand for payment to the Owner, failing which the Owner shall be in default under this agreement and shall continue in default until payment plus all accrued interest is made in full.

22) Interest shall be paid by the Owner on all overdue amounts at the same rate per annum and calculated in the same manner as the Municipality charges on overdue municipal taxes and any payments received shall be applied first on account of accumulated interest and then on the outstanding amount.

23) The Owner consents to the registration by the Municipality at the Owner's expense of this Agreement against the title to the Owner's Lands and, in accordance with s. 41(10) of the Planning Act, all of the terms and conditions of this Agreement may be enforced against the Owner and any and all subsequent owners of the Owner's Lands.

24) The Owner shall ensure that the requirements of this Agreement and the Site Plan Drawings are brought to the attention of its contractors, employees and workers prior to the start of any construction.

25) All covenants in this Agreement shall be construed as being joint and several and that, when the context so requires or permits, the singular number shall be read as if the plural were expressed, and the masculine gender as if the feminine or neuter gender, as the case may be, were expressed.

26) Notwithstanding any other provision to the contrary, this Agreement shall, at the option of the Municipality, lapse and be of no further force and effect if the building permit expires or is revoked, or if construction of the building shown on the Site Plan Drawings is not commenced within two (2) years of the date of this Agreement.

27) The Owner covenants and agrees that nothing in this Agreement releases the Owner from the obligation to comply with the provisions of all other by-laws of the Municipality that may now or in future be in effect.

28) Any dispute between the parties with respect to this Agreement shall, at the request of a party, be submitted to arbitration pursuant to the Arbitrations Act and the decision of the arbitrator or, if more than one, the decision of a majority shall be final and binding on the parties.

29) Each party shall pay its own costs of the arbitration and shall share equally the costs of the arbitrator(s).

30) The Owner agrees that if any section, clause or provision of this Agreement, is for any reason declared by a Court of competent jurisdiction to be invalid the same shall not affect the validity of the Agreement as a whole or any part thereof, other than the section, clause, or provision so declared to be invalid and it is hereby declared to be the intention that all the remaining sections, clauses or provisions of this Agreement shall remain in full force and effect, notwithstanding that one or more provisions thereof shall be declared to be invalid.

31) This Agreement shall enure to and be binding upon the parties hereto, and their respective successors and assigns.

IN WITNESS WHEREOF the parties hereto have by the hands and seals executed this agreement as of the first date set out above.

SIGNED, SEALED AND DELIVERED:

1809505 ONTARIO LIMITED

_____
Jody Campbell, President

I have authority to bind the Corporation

THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC

_____
Ron Vandewal - Mayor

_____
Angela Maddocks - Clerk

We have authority to bind the Corporation

SCHEDULE "A"

DESCRIPTION OF LANDS

Legal Description: Part of Lot 19, Concession II, District of Storrington, Township of South Frontenac, County of Frontenac

PIN: 362941192

Civic Address: 3810 Perth Road

SCHEDULE "B"

SECURITY FOR WORKS

In accordance with clause 8 of this Agreement, the Owner shall deposit with the Treasurer of the Municipality at the time of entering this Agreement a letter of credit or other security acceptable to the Municipality in the amount $40,625 as security for the performance of all the Owner's obligations under this Agreement.

The parties acknowledge and agree that the amount of the security is based on the Site Works – Opinion of Probable Construction Costs, dated May 20, 2022 prepared by Austin Engineering, which forms part of this Schedule.

Upon completion to the satisfaction of the Municipality of the works and facilities to be constructed in accordance with this agreement and the performance by the Owner of all other obligations under this Agreement, and upon receipt of the certificate of the consulting engineer required by clause 9 of this Agreement, the security or any balance thereof remaining shall be returned to the Owner.

SCHEDULE "C"

SITE PLAN DRAWINGS

Site Plan, Austin Engineering, Revision No. 4, dated May 20, 2022, Scale 1:300

Drawing SP2, Proposed Grade Plan, Hambly Group, dated 17-03-28, Professional Engineer stamped June 7, 2017, scale 1:300

Drawing SP3, Proposed Grade Plan, Hambly Group, dated 17-03-28, Professional Engineer stamped May 23, 2017, scale 1:300

Drawing SP4, Proposed Details, Hambly Group, dated 17-03-28, Professional Engineer stamped May 23, 2017, scale 1:300

Drawing SP5, Proposed Details, Hambly Group, dated 17-03-28, Professional Engineer stamped June 12, 2017, scale 1:300

See copies attached.

The original of all plans listed in this schedule are on file in the office of the South Frontenac Development Services Department and shall govern in the event of any dispute.

SCHEDULE "D"

GRANTS OF EASEMENT AND OTHER PUBLIC LANDS

None required.

SCHEDULE "E"

MUNICIPAL CONDITIONS

The Owner further covenants and agrees to develop the Owner's Lands in accordance with the following Municipal Conditions:

1. The fire route specified on Schedule "B" Site Plan shall remain unobstructed, and it should be noted that there is no additional requirement for on-site water storage for fire protection.

2. The access onto Perth Road is to be constructed and maintained to Township specifications for commercial/industrial entrances as shown on Schedule "F".

3. The Owner shall ensure that all exterior lighting and signs shall be installed in accordance with the Site Plan Drawings and direct any light emitted from them downwards and away from adjacent uses or streets in accordance with the approved plans. All exterior lighting is required to be dark sky compliant.

4. All exterior garbage storage areas shall be constructed as indicated on the Site Plan Drawings.

5. All works and facilities shall be constructed in a good and workmanlike manner and, where applicable, according to the Municipality's normal standards and specifications.

6. The Owner shall take all reasonable precautions to reduce dust, noise and other nuisances and to ensure public safety during the development of the Owner's Lands and construction of the works and facilities required by this Agreement;

7. The Owner shall complete all landscaping and amenity areas within six months of obtaining an occupancy permit from the Chief Building Official.

8. The Owner shall be responsible for installing and maintaining all sediment and erosion controls in accordance with best management practices prior to and during construction activities.

9. The Owner agrees to obtain the approval of Hydro One Networks Inc prior to connecting to or relocating existing hydro services.

11. The Owner shall develop the Owner's Lands generally in accordance with the Municipality's site plan control guidelines in effect on the date of this agreement, a copy of which the owner hereby acknowledges receiving.

12. The Owner shall ensure that any snow removed from the parking lot areas shall be stored within the designated areas identified on the Site Plan Drawings. Should the designated areas be insufficient, any additional snow shall be disposed of off-site and not in designated parking areas.

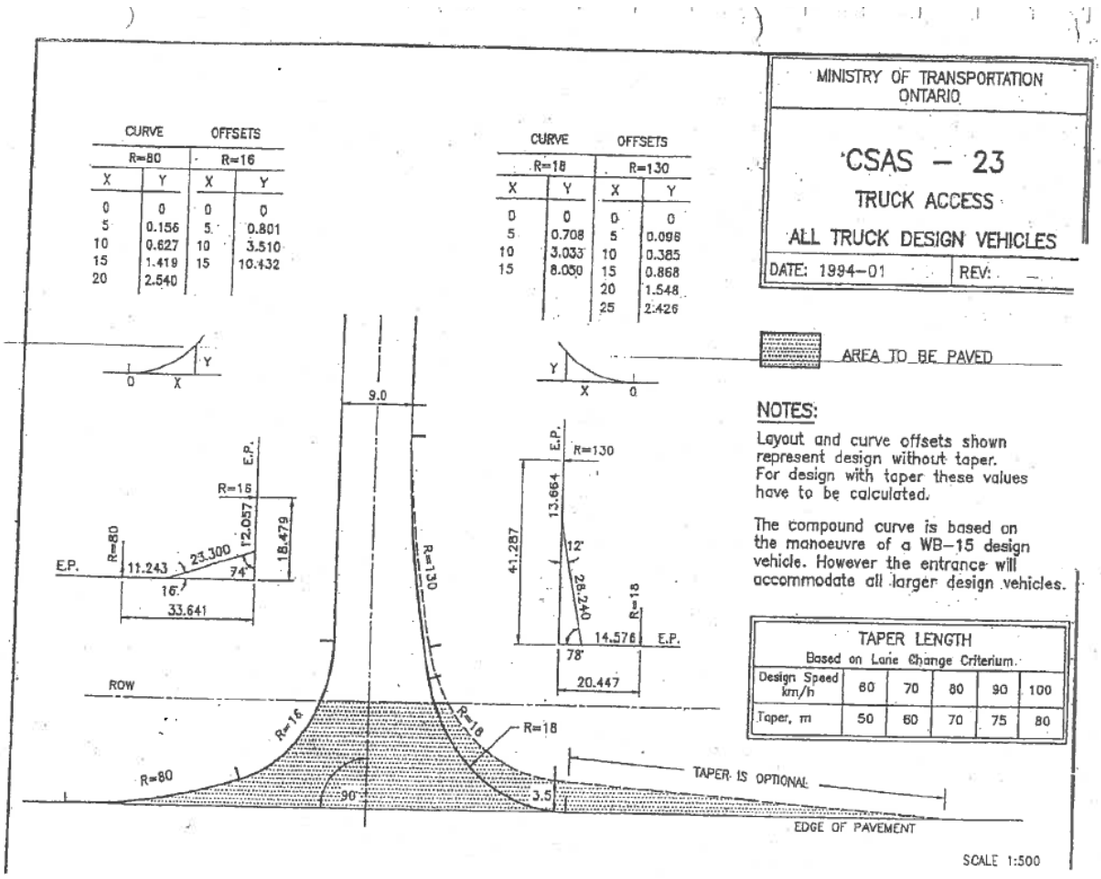
15. The Owner is required to obtain a permit for construction of the sewage system from the Municipality.

16. The conversion of any of the commercial space to a residential use shall require the submission of a Record of Site Condition prior to the issuance of any building permit for the residential use.

17. The Owner is required to ensure that the parking lot and all site plan requirements are completed prior to the release of securities.

SCHEDULE "F"

SPECIFICATION OF COMMERCIAL/INDUSTRIAL ENTRANCE



SCHEDULE "G"

APPROVING AUTHORITIES AND AGENCIES

The Owner shall be responsible for obtaining all permits and approvals required for the development of the Owner's Lands from all applicable agencies and authorities having jurisdiction, including but not limited to the following:

	APPLICABLE LAW	**AGENCY**
1.	The Ontario Building Code	The Township of South Frontenac Building Department 4432 George Street, PO Box 100 Sydenham, ON K0H 2T0 Phone: (613) 376-3027
2.	Sign Permit	The Township of South Frontenac Building Department 4432 George Street, PO Box 100 Sydenham, ON K0H 2T0 Phone: (613) 376-3027
3.	Entrance Permit	The Township of South Frontenac Public Services Department 2490 Keeley Road, PO Box 100 Sydenham, ON K0H 2T0 Phone: (613) 376-3027
4.	O. Reg. 148/06 Permit for Works in Regulated Areas	Cataraqui Conservation 1641 Perth Road, PO Box 160 Glenburnie, ON K0H 1S0 Phone: (613) 546-4228
5.	Labour Approvals	Ministry of Labour 51 Heakes Lane Kingston, ON K7M 9B1 Phone: (613) 545-0989
6.	Public Water Connection Approvals	Utilities Kingston 85 Lappan Lane, P.O. Box 790 Kingston, ON K7L 4X7 Phone: (613) 546-0000
7.	Ontario Hydro	Ontario Hydro 1037 Sydenham Road, P.O. Box 910 Kingston, ON K7L 4Y1 Phone: (800) 369-7536

8.	Bell Canada	Bell Canada 450 Princess Street Floor 2, PO Box 460 Kingston, ON K7L 1C2 Phone: (613) 389-4000
9.	Cable	TVCOGECO Kingston 170 Colborne Street Kingston, ON K7L 5M7 Phone: (613) 544-6311

TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2022-51

BEING A BY-LAW TO AUTHORIZE THE MAYOR AND THE CLERK TO EXECUTE DOCUMENTS TO DELETE A REGISTERED SITE PLAN AGREEMENT AND TO EXECUTE A SITE PLAN AGREEMENT BETWEEN THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC AND 1809505 ONTARIO LIMITED

WHEREAS a Site Plan and Site Plan Agreement have been prepared to the satisfaction of the Township of South Frontenac;

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

1. THAT the Mayor and the Clerk are hereby authorized to execute a Site Plan Agreement between the Corporation of the Township of South Frontenac and 1809505 Ontario Limited, a copy of which is attached hereto forming part of this By-law.

2. THAT the Agreement shall be registered on title of the property described as 3810 Perth Road, Part of Lot 19, Concession II, District of Storrington, Township of South Frontenac, County of Frontenac.

3. AND THAT the Mayor and the Clerk are hereby authorized to execute documentation to delete the Site Plan Agreement registered on title as instrument FC248045.

4. THIS BY-LAW shall come into force and effect in accordance with Section 41 of the Planning Act 1990, either upon the date of passage or as otherwise provided by the said Section 41.

Dated at the Township of South Frontenac this 7th day of June, 2022.

Read a first and second time this 7th day of June, 2022.

Read a third time and finally passed this 7th day of June, 2022.

THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC

_____
Ron Vandewal, Mayor

_____
Angela Maddocks, Clerk

Township of South Frontenac

Staff Report

To:	Council
Prepared by:	Corporate Services Department
Date of Meeting:	June 7, 2022
Subject:	**Appointment of Acting Deputy Treasurer**

Summary

This report recommends the passing of a bylaw to appoint Emily Caird as Acting Deputy Treasurer for the Township. Deputy Treasurers must be appointed by By-law in order to meet Municipal Act requirements to grant the powers of the Treasurer as needed.

Recommendation

That Council pass By-law 2022-52 to appoint Emily Caird as Acting Deputy Treasurer for the Township of South Frontenac.

Background

Our current Deputy Treasurer will be taking a leave in August for a period of 12 months. Emily Caird, our current Executive Assistant/Communications Officer applied and was selected as the successful candidate for the position. She will be starting as Acting Deputy Treasurer as of June 6th but will share her time between the two positions until a replacement for her position is found. Procedurally a by-law is required to appoint her to that position in order to grant her the powers of the Treasurer during an absence or illness.

Discussion/Analysis

As noted above, Deputy Treasurers must be appointed by By-law in order to grant her the powers of the Treasurer during an absence or illness.

Financial Implications

None.

Relationship to Strategic Plans

☐ Not applicable to this report.

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

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

Climate Considerations

☒ Not applicable to this report.

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

Notice/Consultation

- Tom Berriault, Chief Building Official

Attachments

- By-law 2022-52 – A By-law to Appoint a Deputy Treasurer

Approvals

Approved By:



Louise Fragnito, CGA, CPA
Chief Administrative Officer

TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2022-52

A BY-LAW TO PROVIDE FOR THE APPOINTMENT OF A DEPUTY TREASURER

WHEREAS it is necessary for the Council of the Corporation of the Township of South Frontenac, to enact a by-law to provide for the appointment of a Deputy Treasurer, who in the absence of the Treasurer would carry out the duties of the Treasurer and,

WHEREAS subsection 286(2) of the Municipal Act, 2001, c.25 as amended provides for by-laws to appoint a Deputy Treasurer to have all the powers and duties of the Treasurer under that and any other act,

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

1. That Emily Caird be appointed as Deputy Treasurer for the Corporation of the Township of South Frontenac effective June 8h, 2022.

2. That the duties, roles and responsibilities will be according to the Job Description approved by the Chief Administrative Officer.

3. That Emily Caird be added as signing authority for banking purposes.

4. This by-law shall come into force and take effect on the date of its passage.

Dated at the Township of South Frontenac this 7th day of June 2022.

Read a first and second time this 7th day of June 2022.

Read a third time and finally passed this 7th day of June 2022.

THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC

_____
Ron Vandewal, Mayor

_____
Angela Maddocks, Clerk

Township of South Frontenac
Staff Report

To:	Council
Prepared by:	Development Services Department
Date of Meeting:	June 7, 2022
Subject:	**Bill 109 – More Homes for Everyone Act**

Summary

This report outlines the legislative changes under Bill 109, More Homes for Everyone Act, enacted by the provincial government to assist in addressing housing affordability, particularly through increasing the supply of housing. This report focuses on the changes within Bill 109 to the Planning Act, the timeframes for implementation, and impact on the delivery of Development Services in the Township.

Recommendation

THAT Council receive this report for information.

Background

In December 2021, the Province appointed the Housing Affordability Task Force for the purpose of preparing recommendations to address housing affordability with a lens on increasing housing supply. The Housing Affordability Task Force report was released on February 8, 2022 and contained 55 recommendations. On March 30, 2022, the Province announced the More Homes for Everyone Plan, and introduced Bill 109, More Homes for Everyone Act, 2022. Bill 109 received Royal Assent on April 14, 2022.

The legislative changes through Bill 109 primarily address bringing housing to market faster as well as increasing transparency. A significant focus of the legislation at a municipal level is to deliver quicker timelines to obtain planning approvals.

Many amendments made through Bill 109 came into force on April 14, 2022. Other amendments will come into force over the next six months.

There are a total of six Acts that are affected by Bill 109 (City of Toronto Act; Development Charges Act; New Home Construction Licensing Act; Ontario New Home Warranties Plan Act; Planning Act; and Rebuilding Consumer Confidence Act). The most direct changes that will impact the Township are in relation to the Planning Act.

The discussion section of the report covers the key amendments specific to the Planning Act, which is Schedule 5 of Bill 109. To review Bill 109 in its entirety, please follow this link to the Legislative Assembly of Ontario website. The current Planning Act can be viewed on the Government of Ontario website.

Discussion/Analysis

Changes that Took Place on April 14, 2022 (Royal Assent of Bill 109)

The following is a summary of the key changes that took effect on April 14, 2022:

- *The Minister of Municipal Affairs may suspend the time period after which there may be appeals of the failure of the Minister to make a decision in respect of an Official Plan or an Official Plan Amendment.*

  The Minister is the approval authority for the County of Frontenac Official Plan. The approval authority for the South Frontenac Official Plan is the County, not the Minister. The County is not given the same rights as the Minister to suspend making a decision on an Official Plan.

- *Where the Minister of Municipal Affairs is the approval authority for Official Plans, the Minister may refer all or part of Official Plans to the Ontario Land Tribunal for a recommendation before making a decision.*

  The County of Frontenac does not have this authority when considering the approval of the South Frontenac Official Plan or amendments to it.

- *Processes and rules are outlined for an additional type of Minister's Zoning Order (MZO). This new type of MZO is available to assist municipal councils, where they pass a resolution and undertake public consultation on a proposal, to ask the Ministry of Municipal Affairs to approve an expedited zoning approval.*

  Provincial plans, the Provincial Policy Statement, and municipal official plans would not apply to the Minister's order, and the Minister would be able to impose conditions on their decision. These conditions could be reflected in agreements registered on title. The Minister must issue guidelines establishing how this authority may be used and the scope of its use before this type of Order can be utilized by municipalities.

- *Community benefit charge by-laws in local municipalities require regular review and public consultation every five years to determine any revisions needed.*

  The Township does not have high enough density of development to allow the Township to utilize Community Benefit Charge by-laws.

- *Annual reporting of Development Charges must be published publicly on the Township website.*

  The Township already complies with this requirement through the annual reporting of Development Charges being published as part of a public Council meeting agenda on the Township website.

- *To help with completeness of site plan control applications, Bill 109 includes provisions to establish a complete application process for site plan control applications under the Planning Act.*

  A complete application process will need to be established for site plan control. The Township already requires applicants to consult with staff prior to submitting a site plan application.

- *The timeline within which the Township must approve site plan control applications has increased from 30 to 60 days.*

- *For plans of subdivision, the changes establish a one-time discretionary authority to allow municipalities to reinstate draft plans of subdivision that have lapsed within the past five years without the need for a new application. This authority only applies where no agreements of purchase and sale had been entered into prior to the lapsing of the draft plan of subdivision.*

- *The changes also establish regulation-making authority for the Province to prescribe what can and/or cannot be required as a condition of draft plan of subdivision approval.*

  These changes would limit what the Township and County of Frontenac could impose as conditions of draft plan approval for subdivisions and condominiums. While Bill 109 has implemented this authority in the Planning Act, a further enabling regulation is required to be passed by the Province in order to implement this authority.

Changes to Commence on July 1, 2022

The following is a summary of the key changes to take effect on July 1, 2022:

- *Decision-making on site plan control applications must be delegated to an authorized person (employee/staff, appointed officer, or agent of the municipality), instead of municipal councils or committees of council.*

    - Currently, all site plan control applications are brought forward to Council for a decision.
    - Based on the provisions of Bill 109, Council will not have the authority to make decisions on site plan control applications that are received after July 1, 2022.
    - Site plan control is applicable law under the Building Code and a site plan control application must be approved for certain types of development before building permits can be issued.
    - Without the formal delegation of site plan control authority to staff, it will mean that site plan control applications cannot be approved and building permits would not be able to be issued for many commercial and residential developments underway in the Township. Site plan control typically applies to the following types of development:
        - waterfront residential on at-capacity lake trout lakes
        - residential lots within plans of condominium
        - rural and urban commercial

- rural and urban industrial

Changes to Commence on January 1, 2023

The following is a summary of the key changes to take effect on January 1, 2023:

- In addition to the timeframes within which decisions are required to be made on planning application, Bill 109 has implemented a fee refund schedule by municipalities, driven by decision timeframes for:
  - Zoning By-law Amendment;
  - Combined Official Plan Amendment and Zoning By-law Amendment; and
  - Site Plan Control applications.

- The below table describes the refund schedule put in place through Bill 109. The timeframes included in the refund schedule are calendar days.

	No Refund	50% Refund	75% Refund	100% Refund
Zoning By-Law Amendment	If decision made under 90 days	If decision is not made within 90 days	If decision is not made within 150 days	If decision is not made within 210 days
Combined Zoning By-Law and Official Plan Amendment	If decision made under 120 days	If decision is not made within 120 days	If decision is not made within 180 days	If decision is not made within 240 days
Site Plan Control	If decision made under 60 days	If decision is not made within 60 days	If decision is not made within 90 days	If decision is not made within 120 days

**No changes are proposed to the fees collected for consent, minor variance, and plans of subdivision or condominium.

- The Planning Act has included timeframes within which an applicant could appeal to the Ontario Land Tribunal (OLT) where Council did not make decisions within a certain timeframe for many years. There have been no appeals filed over the past four years where Council did not make a decision within the required timeframe. Where decisions are not made within the required timeframes, it is often because there is a substantive issue that is being addressed by the applicant or by Township staff that requires resolution before Council is able to make a decision. Normally it is in the applicant's interest to work with the Township locally rather than incurring the expense and time waiting for an appeal to be heard by the OLT.

- The refund schedule that Bill 109 has put in place has the potential impact of seeing development being funded through the general tax levy where refunds are required to be issued to the applicant when a decision on a planning application exceeds the established timeframes.

- Staff know that the quality of initial planning applications and supporting documents seldom meet Township standards and that there are often several revisions required through the review process. These reviews currently happen during the processing timeframe established under the Planning Act. Time is taken up by both the staff review and the applicant's consultants' revision and resubmission of materials. Under the current approach, detailed staff review of supporting materials does not occur until there is a complete submission (application is accompanied by required supporting studies).

- The processing of planning applications is based on cost recovery basis and if fees are returned to the applicant, this would affect the operating budget of Development Services, with the burden of those fees being imposed on the ratepayer. This particular comment was echoed in the Association of Municipalities of Ontario (AMO) response to Bill 109.
- In order to ensure planning applications remain funded on a cost recovery basis, many municipalities across Ontario are looking to revise the standards and quality of what constitutes a complete application. Staff are aware of discussions happening through the Association of Municipalities of Ontario and through the Ontario Professional Planners Institute that many municipalities across Ontario are intending to front-load development review by formalizing the pre-application process, requiring quality initial submissions, and conducting the detailed review of applications, including peer review, prior to accepting applications as complete.

Changes to Commence on a Day to be Proclaimed by the Lieutenant Governor

The following is a summary of the key changes still to be enacted:

- The Minister of Municipal Affairs and Housing is being granted regulation-making authority to authorize owners of land and applicants to stipulate the type of surety bonds (an agreement between three parties – the principal (municipality), the obliged (developer), and the surety (financial institution)) and other prescribed instruments which may be used to secure agreement obligations in connection with local approval of land use planning matters. The regulation-making power enables the Minister to prescribe the circumstances when this authority may be used by owners of land and applicants.

Next Steps

1. Prior to July 1, 2022, Council must delegate the decision-making authority for site plan control applications to staff. Failure to do so will mean the Township will not be able to administer the site plan control process and enter into site plan control agreements with property owners.
    - Planning staff will prepare a delegated authority by-law that will be presented to Council prior to the July 1, 2022 deadline that will delegate authority to make decisions on site plan control applications to staff and will authorize the Mayor and Clerk to sign site plan control agreements.

2. As of January 1, 2023, the Township will be required to refund fees if the timeframes noted above are not met for zoning by-law amendment (individual or combined with official plan amendment) and site plan control applications. According to staff at the Ministry of Municipal Affairs and Housing, it will be very important for the Township to be clear what constitutes a complete application for these types of applications.

   To prepare for the changes that will be implemented on January 1, 2023, staff will undertake the following work through Summer and Fall 2022:

   - Review the pre-application process for zoning by-law amendment, official plan amendment and site plan control applications. Staff would continue to meet with applicants ahead of applications being submitted. Staff and agencies would use the pre-application process to formally review studies and complete a detailed review of the proposal to before deeming an application complete. Once the application is considered complete, it would be formally circulated to the public for comment and would be brought forward to Council to hold a public meeting and to make a decision.

   - Ensure complete applications policies are included in the South Frontenac Official Plan. Updated policies to address the requirements of Bill 109 have been included in the first draft of the new Official Plan. Should Council not adopt the new Official Plan ahead of January 1, 2023 , staff may need to bring forward an Official Plan Amendment in Fall 2022 to update the existing Official Plan to implement complete application policies.

   - Staff will also review fees related to planning applications, particularly where most of the work may need to be done up-front as part of the pre-application process. It is anticipated that a new fee schedule will be brought forward to Council for consideration this Fall.

   - Review the procedural by-law to add flexibility for Council to make decisions on applications at the same meeting as the public meeting to improve application processing timelines.

   - A further step for Council is to consider other tools to improve and streamline the application processing timelines.

   - Staff will continue to connect with area municipalities, AMO and OPPI to be informed about the best practices that municipalities in Ontario are putting into effect in order to implement the mandatory changes through Bill 109.

Financial Implications

There are substantial financial implications through Bill 109 on the delivery of Development Services in the Township.

Bill 109 requires the municipality to refund development application fees if the timelines to make a decision on the application under the Planning Act are not met, which would result in a loss in revenue for the Township and have an impact on the operating budget.

The changes through Bill 109 are anticipated to front load the detailed review of planning application and supporting studies through the pre-consultation process before they will be considered complete. Consideration will need to be given to how fees are structured to recognize that much of the work on planning applications will occur before the application is formally received.

The extent of financial impacts will need to be assessed in more detail and reported back to Council. This financial review will also include consideration of changes required to the current fee structure for planning applications to better reflect the workload changes brough about as a result of Bill 109 prior to the January 1, 2023 implementation of mandatory refunds of application fees.

Relationship to Strategic Plans

☐ Not applicable to this report.

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

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

Climate Considerations

☒ Not applicable to this report.

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

Notice/Consultation

The following people and organizations have been consulted in the preparation of this report:

- W. Troy Dunlop, Manager of Technical Services and Infrastructure, Public Services
- Louise Fragnito, CAO
- Sonya Bolton, Manager of Community Planning, County of Frontenac
- Association of Municipalities of Ontario, Planning Task Force

Attachments

None

Approvals

Submitted By:



Claire Dodds, MCIP, RPP
Director of Development Services

Approved By:



Louise Fragnito, CPA, CGA
Chief Administrative Officer

Township of South Frontenac
Staff Report

To:	Committee of the Whole
Prepared by:	Corporate Services Department
Date of Meeting:	June 7, 2022
Subject:	**Council Support – Child/Senior Care**

Summary

This report provides information in relation to a Notice of Motion requesting ways the Councillor expense account my be expanded to support the cost of child or senior care.

Recommendation

This report is for information.

Background

At the April 19th, 2022 Council meeting, Deputy Mayor Revill served a notice of motion as follows:

> *Whereas the composition of our municipal council does not reflect the age and gender diversity of the people of South Frontenac perhaps to our detriment. One of the possible hurdles for younger people of our Township to serve on Council may be the cost for child or senior care.*
>
> *Therefore be it resolved that the CAO be requested to provide a report to consider ways that the expense account for Councillors could be expanded to reimburse a Council member for these costs.*

Resolution # 2022-20-10

Council compensation currently provides for an annual honorarium which includes attendance to Council meetings throughout the year. The compensation also includes a $50 per diem for attendance at other meetings such as Committee of the whole, $50 for half day meeting, $150 for a full day meeting and $250/day for attendance at conferences. Council members also receive a communication allowance in the amount of $100/month as well as mileage reimbursement at a rate of $0.55/km.

Discussion/Analysis

The notice of motion seeks to provide financial support to Council members or prospective Council members in order to have a Council that reflects the diversity of the people of South Frontenac.

The cost of child or senior care is one example of circumstances that may impact someone's decision and commitment to run for Council. However, each individual Council member may be presented with various circumstances which provides challenges in balancing the time and financial commitments required while in office. For this reason, any adjustment or support in council compensation should be applied consistently to all council members rather than on a case by case basis which would require the assessment of individual life circumstances and would also provide a preferential treatment for very specific circumstances.

One example of a possible option to consider would be to rename the communications allowance to a more generic term such as council allowance which could incorporate communications such as internet and equipment, but which could also include a fixed amount towards various costs incurred by Council members such as child/senior care.

Council could also opt to undertake a compensation review with the outcome of the review taking effect with the new term of Council.

To promote diversity, staff can include messaging and links within the elections information available on the website along with website and social media posts.

For example, the Association of Municipalities of Ontario (AMO) has created a resource called We All Win to encourage more diversity in the upcoming 2022 municipal election and to share more about municipal government and the support available for those interested in running for office. This resource can be accessed at https://www.amo.on.ca/we-all-win.

Other options to support and promote diversity would be to provide a listing of available community resources to make it easier to find the appropriate supports to balance the time and financial commitments required while in office.

Financial Implications

None.

Relationship to Strategic Plans

☒ Not applicable to this report.

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

- Priority: Choose an item.
- Action Item (if applicable): *N/A*

Climate Considerations

☒ Not applicable to this report.

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

Notice/Consultation

-Frontenac CAO's

Attachments

None.

Approvals

Approved By:



Louise Fragnito, CPA, CGA
Chief Administrative Officer

Township of South Frontenac

Staff Report

To:	Council
Prepared by:	Public Services Department
Date of Meeting:	June 7, 2022
Subject:	Town Hall Accessibility Renovations

Summary

This report provides updated information on the Tender for the Town Hall Accessibility Ramp Reconstruction

Recommendation

This report is for information.

Background

In 2005, Council approved the amount of $17,865.00 for repairs to the front steps and ramp at Town Hall. Recently, signs of moisture have been noticed in the lower-level file storage room due to the sides of the existing front landing starting to crumble.

Due to the condition of the front steps and ramp along with the changes to the Building Code, Public Services issued a Tender for the complete replacement of the existing steps and accessible ramp to bring them up to current standards.

The work will involve replacing the crumbling front steps and accessible ramp. Waterproofing will be done on the existing foundation to prevent future water leakage into the lower level. A stamped concrete form will be used on the sides of the ramp and stairs to complement the stone on the Council Chambers and a new flag pole will be installed.

The front parking lot entrance off of George Street will have new asphalt applied after the completion of the new front steps and ramp. The asphalt design will allow for proper drainage away from the building .This separate contract will be administered by Public Services.

Discussion/Analysis

Tender PS-2022-02 was issued on May 12th, 2022 and closed on June 1, 2022 for the reconstruction of the Town Hall front steps and ramp. Two (2) bids were received and are listed below:

CONTRACTOR	Price excluding HST
Tolles Ltd.	$ 180,000.00
Wemp & Smith Construction Ltd.	$ 212,600.00

The tender document received from Tolles Ltd was reviewed and considered complete. The Township has worked with this contractor in the past and has no concern with awarding the work to Tolles Ltd.

Under delegated authority, Tolles Ltd will be awarded the contract for the Town Hall accessibility upgrades.

Financial Implications

There are sufficient funds carried forward from the 2020 approved Capital Budget of $300,000, which includes a provincial grant of $100,000, to complete this project.

Relationship to Strategic Plans

☐ Not applicable to this report.

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

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

Climate Considerations

☒ Not applicable to this report.

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

Notice/Consultation

Louise Fragnito, CAO

Approvals

Submitted By:



Jamie Brash
Manager Facilities & Solid Waste

Approved By:



Louise Fragnito, CPA, CGA
Chief Administrative Officer

News Release

For immediate release
May 17, 2022

Cataraqui Conservation Launches New Lake Reporting Dashboard

Kingston – The numerous lakes of the Cataraqui Region are highly diverse and important watershed features providing habitat for wildlife, recreational opportunities, sources of drinking water, and are a cornerstone of many local businesses. As part of its conservation mandate, Cataraqui Conservation collaborates with both public and private sector partners to understand, communicate, and protect the health of the lakes in the Cataraqui region.

Cataraqui Conservation is one of 36 watershed-based agencies within Ontario dedicated to the conservation and protection of the natural environment through a variety of management tools including land ownership, education, monitoring, reporting, restoration, and regulation.

With this important mandate in mind, and with the advent of recent technology, Cataraqui Conservation has created an online Lake Reporting Dashboard to access lake-specific information and resources to learn about the character of our lakes, what vulnerabilities are impacting them and what actions you can take to combat cumulative impacts that compromise lake heath.

The new dashboard can be found at https://cataraquiconservation.ca/pages/lakes.

In the past, Cataraqui Conservation produced Lake Reports in a more traditional ‘paper’ format, using what data we had to meet reporting targets, with just 45 lakes able to meet this threshold for the last reports issued in 2017. But, thanks to a more sophisticated and comprehensive methodology, the new online Lake Report Dashboard allows for at least some information from every named lake within the Cataraqui Region to be included.

“One important goal of the new Lake Reporting Dashboard is to educate and increase awareness of human-caused impacts to the lakes in our region. By outlining vulnerabilities specific to a given lake, those with an interest in that lake’s health – or in the health of all lakes – have some direction as to how they can take meaningful actions that will lead to positive change in restoring and enhancing the lake’s health and resilience,” said the lead Cataraqui Conservation staff member on the project, Watershed Planning Co-ordinator Holly Evans.

"The important take-away for anyone interested in the health of our lakes is that every lake is different, and to a certain extent, so are the ways to help improve their resilience and preserve biodiversity."

Since the last lake reports were issued five years ago, Cataraqui Conservation staff, led by Evans and GIS & Data Technician Chelsea Penlington, with input from the rest of the Watershed Planning & Engineering Team, as well as the various staff members in the Communications department, built this one-stop, internet-based information platform from the ground up.

This updated and more detailed approach to lake reporting will allow those interested in the health of one or all lakes to have questions or concerns addressed in areas respecting the overall characteristics and potential vulnerability of these lakes, through the new user-friendly online dashboard.

There are ten key areas of investigation dealt with as part of the interactive dashboard.

These include:

- Soil and geology
- Lake depth, thermal class and fish that inhabit the lake
- Flow, including position within the lake's particular watershed, flushing rate and any water control structures in place
- Trophic status
- The number of wetlands and forests in the lake's watershed
- The level of human-made development surrounding the lake
- What species at risk have been observed in and near each lake
- How exposed the lake is to invasive species introduction
- Have there been confirmed harmful algae blooms?
- General lake health trends over the short and longer term

For each of these topics there are easy-to-understand explanations with informative illustrations, alongside videos and/or other links to help explain in more depth the significance of each topic, why it matters and, crucially, what can be done to mitigate any negative circumstances. For clarity and background, for each topic there is a section explaining how that criterion was ranked is given. Additionally, the dashboard features cutting-edge graphics with clickable maps, summary graphs and lake-specific interpretations for further clarification.

The Lake Report Dashboard also allows Cataraqui Conservation staff to update any of the metrics in real time for each lake so that interested individuals, municipal officials, lake associations, property owners and other stakeholders can have the most timely and accurate information.

For more information, visit www.cataraquiconservation.ca

Media contact for more information:

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kfazackerley@crca.ca

Toll-free (613 area code) 1-877-956-CRCA (2722)

TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2022-53

A BY-LAW TO CONFIRM GENERALLY ALL ACTIONS AND PROCEEDINGS OF THE SPECIAL COUNCIL MEETING OF THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC ON JUNE 7, 2022

Whereas Section 8 of the *Municipal Act*, S.O. 2001 c. 25 and amendments thereto provides that a municipality has the capacity, rights powers and privileges of a natural person for the purpose of exercising its authority under the *Municipal Act* of any other *Act;* and;

Whereas Subsection 2 of Section 11 of the *Municipal Act* S.O. 2001, c. 25 and amendments thereto provides that a lower-tier municipality and an upper-tier municipality may pass by-laws respecting matters within the spheres of the jurisdiction described in the Table to Subsection 2, subject to certain provisions, and;

Whereas Section 5 of the *Municipal Act*, S.O 2001 c. 25 and amendments thereto provides that a municipal power, including a municipality's capacity, rights, powers and privileges under Section 8 shall be exercised by its council and by by-law unless the municipality is specifically authorized to do otherwise, and

Whereas the Council of the Township of South Frontenac deems it expedient to confirm its actions and proceedings;

NOW THEREFORE BE IT RESOLVED THAT THE COUNCIL CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC, HEREBY ENACTS AS FOLLOWS:

1. The all actions and proceedings of the Council of the Corporation of the Township of South Frontenac taken at its regular meeting held on June 7, 2022 be confirmed as actions for which the municipality has the capacity, rights, powers and privileges of a natural person.

2. That all actions and proceedings of the Council of the Corporation of the Township of South Frontenac held June 7, 2022 be confirmed as being matters within the spheres of jurisdiction described in Subsection 2 of Section 11 of the *Municipal Act*, S.O. 2001, c.25 and amendments thereto.

3. That all actions and proceedings of the Council of the Corporation of the Township of South Frontenac taken at its regular meeting held on June 7, 2022 except those taken by by-law and those required by bylaw to be done by resolution are hereby sanctioned, ratified and confirmed as though set out within and forming part of this by-law.

4. Execution by the Mayor and the Clerk of all Deeds, Instruments and other Documents necessary to give effect to any such Resolution, Motion or other action and the affixing of the Corporate Seal to any such Deed, Instruments or other Documents is hereby authorized and confirmed.

5. This By-law shall come into force and take effect on the date of its passage.

Read a first and second time this 7 day of June 2022.

Read a third time and finally passed this 7 day of June, 2022.

THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC

_____
Ron Vandewal, Mayor

_____
Angela Maddocks, Clerk