



Township of South Frontenac Council Meeting Agenda



TIME: 7:00 PM,
DATE: Tuesday, March 5, 2024
PLACE: Council Chambers/Virtual Via Zoom .

1. Call to Order

- a) Resolution

That the Council meeting of March 5, 2024 be called to order at ___ p.m.

2. Declaration of pecuniary interest and the general nature thereof

3. Approval of Agenda

- a) Resolution

That the agenda be approved, as presented.

4. Scheduled Closed Session

5. Recess

6. Public Meeting

- a) Resolution - Public Meeting to Order

- b) Notice of Collection 4 - 15

- c) Zoning By-law Amendment Application PL-ZBA-2024-0006, 16 - 21
Tasneem (ZanderPlan), Roll Number 102904005001800,
Loughborough District

- This report provides Council with information about Zoning By-law Amendment Application PL-ZBA-2024-0006 for a property on Holleford Road with Assessment Roll Number 102904005001800. If approved, the zone on the subject lands would be changed from Rural (RU) to Limited Service Residential Waterfront – Special Provision (RLSW-140). Council will review the proposal and invite public input at the statutory public meeting. Staff are recommending that Council pass a by-law during the Council meeting in which the public meeting is held, per Procedural By-law as Amended by By-law 2023-44, as the planning matter is technical in nature (i.e. it fulfills a condition of consent approval).

- d) Resolution - Close Public Meeting

7. Delegations

8. Briefings

- a) Kyle Bolton, Director, Public Services will provide a Briefing 22 - 33
regarding 2024 Public Services Department Priorities prior to
consideration of Business Item 13. b.

9. Approval of Minutes

- a) Resolution 34 - 39

That the Minutes of the February 20, 2024 Council meeting be approved.

10. Reports Requiring Action

- a) Request for Lane Name Change – Neill Lane to James Thomas Lane 40 - 45

That the application submitted by Mr. Bilkovski to change the name of Neill Lane to James Thomas Lane be denied.

- b) 2023 Capital Budget Summary & Cancellation of Projects 46 - 53

That Council approve the cancellation/closure of projects as listed in the staff report.

- c) Blue Box Transition Update 54 - 57

That delegated authority be given to the Chief Administrative Officer and Director of Public Services to make decisions and enter into contracts or agreements on behalf of the Township related to the Blue Box Transition;

That the Township Opt-Out of curbside collection for the transition period of July 1, 2025 to December 31, 2025; and

That the Township Alternate Opt-In for depot collection at the landfills for the transition period of July 1, 2025 to December 31, 2025.

11. Advisory Committee Reports or Minutes

12. Reports Requiring Approval of By-laws

- a) Noise By-law Amendment regarding Section 7. Enforcement 58 - 61

That By-law 2024-19, attached as Exhibit A being a By-law to “A By-Law to Amend By-Law 2015-41, As Amended, ‘A By-law to Prohibit and Regulate Noise Within the Township of South Frontenac’”, be given first and second reading; and

That By-law 2024-19 be given third reading, signed and sealed.

- b) Zoning By-law Amendment Application PL-ZBA-2024-0006, Tasneem (ZanderPlan), Roll Number 102904005001800, Loughborough District 62 - 63

That By-law 2024-20 being a By-law to amend By-law 2003-75, as amended, to rezone land from the Rural (RU) zone to Limited Service Residential Waterfront – Special Provision (RLSW-140) on lands described as a Portion of Part Lots 2-4, Concession 12, District of Loughborough, be given first and second reading; and

That By-law 2024-20 be given third reading, signed and sealed.

- c) Appointment of Director of Corporate Services & Treasurer 64 - 67

That By-law 2024-22 being a By-law to appoint Arundhati Mohile as Director of Corporate Services and Treasurer be given first and second reading; and

That By-law 2024-22 be given third reading, signed and sealed.

13. Reports for Information

- | | | |
|----|---|---------|
| a) | 2023 Statement of Remuneration and Expenses paid to Council Members | 68 - 69 |
| b) | 2024 Department Priorities | 70 - 72 |
| c) | Delegated Authority for Fleet Procurements | 73 - 75 |
| d) | Public Services Department Quarterly Update | 76 - 80 |

14. Committee of the Whole

15. Information Items

- | | | |
|----|--|---------|
| a) | Correspondence received from Rachael Mather, Public Health Dietitian regarding Information on the Cost of Eating Healthy in KFL&A. | 81 - 97 |
|----|--|---------|

16. Notice of Motions

17. Rise and Report regarding County Council and External Boards

- | | |
|----|--------------------------------------|
| a) | County Council |
| b) | Cataraqui Conservation |
| c) | Quinte Conservation |
| d) | Rideau Valley Conservation Authority |

18. Announcements/Statements by Councillors

19. Closed Session (if requested)

20. Confirmatory By-law

- | | | |
|----|------------|----|
| a) | Resolution | 98 |
|----|------------|----|

That By-Law 2024-21, 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; and

That By-Law 2024-21 be given third reading, signed and sealed.

21. Adjournment

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

That the Council meeting of March 5, 2024 adjourn at ____ p.m.

South Frontenac is a welcoming and thriving rural community



**SOUTH
FRONTENAC**

Public Meeting

under the Planning Act

Applications for Zoning By-law Amendment
PL-ZBA-2024-0006

Tuesday, March 5, 2024
7:00 p.m. Council Meeting



**SOUTH
FRONTENAC**

Notice of Collection

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

Public Meeting Statement

- The purpose of this public meeting is to hear comments on Zoning By-Law Amendment Applications PL-ZBA-2024-0006.
- If a person or public body does not make oral or written submissions at this public meeting, or make written submissions to South Frontenac Township before any by-law is passed, the person or public body may not be added to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.
- If you wish to be notified of the decision of Council in respect to the application, you must submit a written request to the Clerk by email care of planning@southfrontenac.net. This will also entitle you to be advised of an Ontario Land Tribunal appeal.
- Anyone may appeal the decision to the Ontario Land Tribunal. The appeal must be filed with the Clerk within 20 days of the notice of decision. The notice of appeal must set out the reasons for the appeal and be accompanied by the fee required by the Tribunal.

Meeting Format

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



PL-ZBA-2024-0006

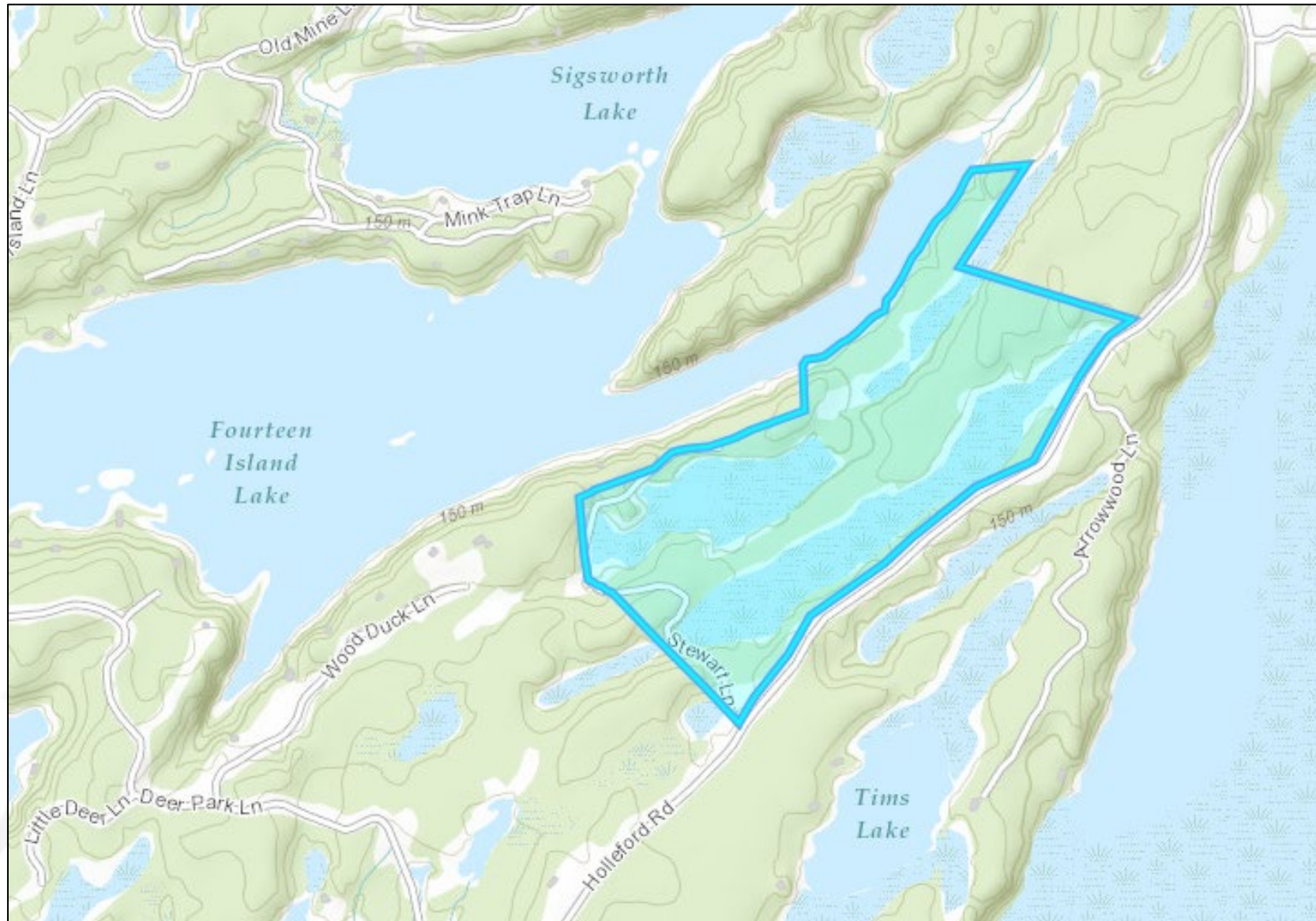
Applicant: Muhammad Tasneem

Agent: ZanderPlan

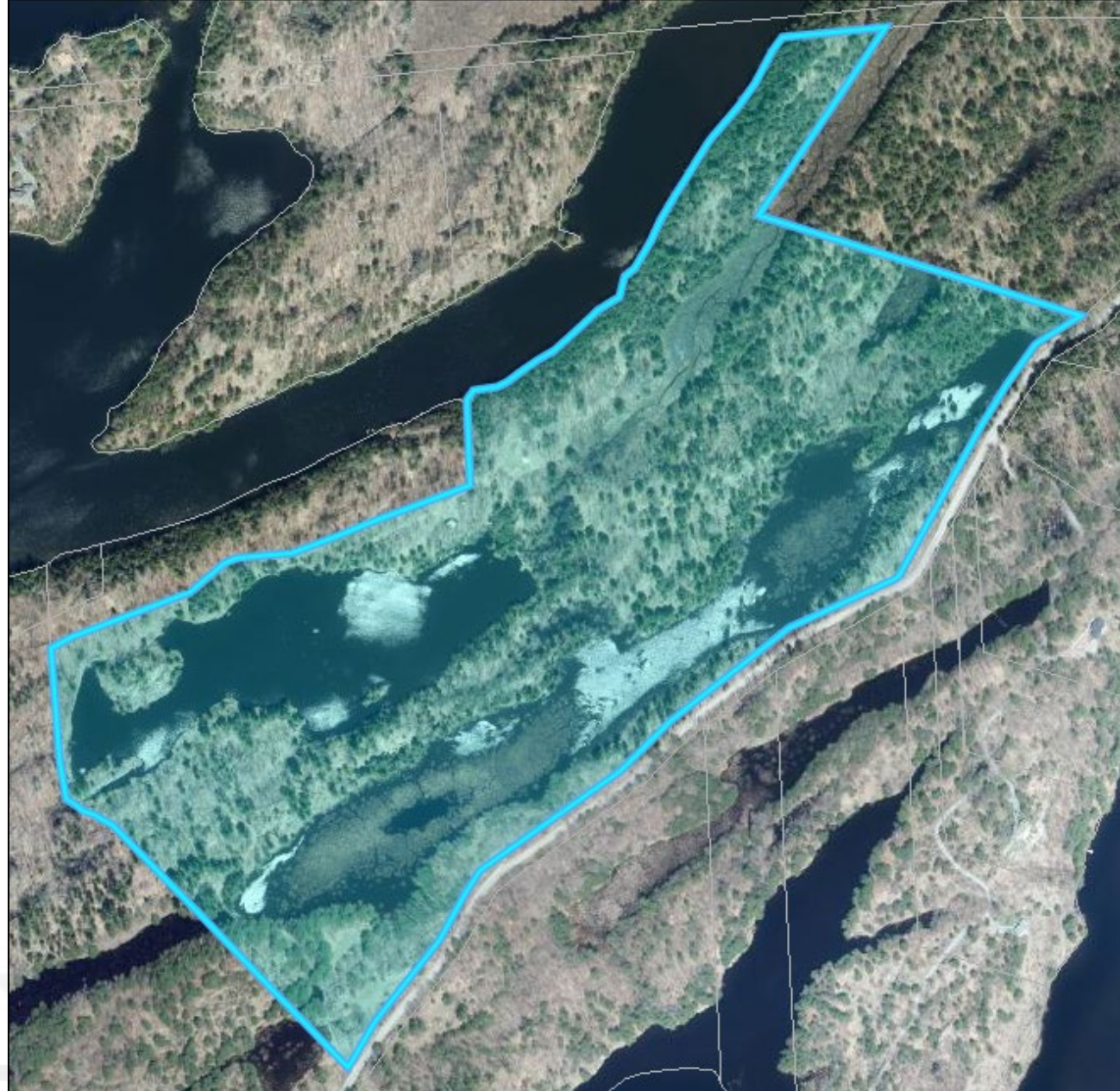
Property: Assessment Roll Number 102904005001800 (Unaddressed parcel on Holleford Road & Fourteen Island Lake)



Location



Location



Department and Public Comments

- **Public Services & Building Services** - were not circulated on the consent or zoning by-law amendment application due to the nature of the proposal
- **Quinte Conservation** – No objection
- **Public** – none received



Planning Analysis

- Provincial Policy Statement, County Official Plan and Township Official Plan allow rural lot creation
- Director of Development Services granted provisional approval with consideration for the relevant policies
- Zone of severed parcel needs to be changed to acknowledge that the parcel would front on and gain access from a private laneway
- Reduced frontage would not impact use or redevelopment. No further severance potential at this location along the lane.
- The proposal maintains the general intent of the official plan



Next Steps

- South Frontenac Council should receive comments from the public
- Staff recommendation to pass a by-law tonight



Open Discussion

1. Applicant/Agent Comments
2. Council Questions
3. Public Questions and Comments
4. Council Comments

If you are joining virtually and would like to speak:

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



Township of South Frontenac

Staff Report



To: Council

From: Development Services Department

Date of Meeting: March 5, 2024

Subject: Zoning By-law Amendment Application PL-ZBA-2024-0006, Tasneem (ZanderPlan), Roll Number 102904005001800, Loughborough District

Report Number: 2024-037

Summary

This report provides Council with information about Zoning By-law Amendment Application PL-ZBA-2024-0006 for a property on Holleford Road with Assessment Roll Number 102904005001800. If approved, the zone on the subject lands would be changed from Rural (RU) to Limited Service Residential Waterfront – Special Provision (RLSW-140).

Council will review the proposal and invite public input at the statutory public meeting. Staff are recommending that Council pass a by-law during the Council meeting in which the public meeting is held, per Procedural By-law as Amended by By-law 2023-44, as the planning matter is technical in nature (i.e. it fulfills a condition of consent approval).

Recommendation

That By-law 2024-20 being a By-law to amend By-law 2003-75, as amended, to rezone land from the Rural (RU) zone to Limited Service Residential Waterfront – Special Provision (RLSW-140) on lands described as a Portion of Part Lots 2-4, Concession 12, District of Loughborough, be given first and second reading; and

That By-law 2024-20 be given third reading, signed and sealed.

Background

The subject application is related to amended consent application PL-BDJ-2023-0079 for the creation of one new lot. The consent application was provisionally approved by the Director of Development Services on November 13, 2023. The purpose of the rezoning application is to implement a condition that requires the parcel to be rezoned. This change would acknowledge that the severed parcel would have private lane frontage and water frontage, and to permit the severed parcel to have a minimum lot frontage of 6m.

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

Property Description

The subject property is a total of 39.6Ha located north of Holleford Road, on the southwestern shoreline of Fourteen Island Lake. The total frontage is 1080m on Holleford Road and 497m on Fourteen Island Lake. Stewart Lane runs through the property. The subject property is developed with two seasonal dwellings and an accessory structure. The property is accessible off of Holleford Road via Stewart Lane. Topography varies significantly across the subject property, with low-lying areas in the centre and steep slopes near the shoreline. Within the low-lying areas exists wetland and unnamed watercourses. The areas of higher elevation between the wetlands are characterized by dense mature tree and vegetation growth. Finally, the surrounding area is sparsely developed with similar limited-service residential uses.

Department and Agency Comments

Building Services and Public Services were not circulated on the consent application or the zoning by-law amendment application due to the nature of the proposal.

Quinte Conservation had no objection to the amended consent application and the zoning by-law amendment application. Quinte Conservation staff note that due to the various watercourses, wetlands, and waterbodies on and adjacent to the subject property, a permit from their office will be required for any upgrade to the private laneway, in addition to any other future development on the subject property.

Public Comments

No comments were received from the public at the time of writing this report.

Planning Analysis

The proposed zoning by-law amendment was assessed against the applicable policies of the Provincial Policy Statement 2020, County of Frontenac Official Plan, and Township of South Frontenac Official Plan, as well as the provisions of Zoning By-law No. 2003-75.

The Director of Development Services had consideration for these planning documents in the decision to grant provisional approval to the amended consent application.

The Provincial Policy Statement (Section 1.1.5) and the County of Frontenac Official Plan (Section 3.3) permit residential development, including lot creation that is locally appropriate, in rural lands. The County Official Plan and the Township Official Plan also permit residential development in the Rural Designation.

Section 5.7.7(ii)(a) of the Township Official Plan states that the frontage, size and shape of any lot created for limited service residential purposes through the severance approval process shall be appropriate for the proposed use and shall conform with the provisions of the zoning by-law. New waterfront lots must have a minimum 1 hectare lot size, 91 metres of water frontage, and 76 metres of frontage on a private road. This policy allows the Township to consider reductions to the minimum lot size and frontage requirements provided the overall intent of the Official Plan is maintained.

The severed parcel from consent application PL-BDJ-2023-0079 would have a 6.2 hectare lot size, 497 metres of frontage on Fourteen Island Lake, and 6 metres of frontage on Stewart Lane. The parcel would contain one of the existing seasonal dwellings.

The zone on the severed parcel needs to be changed from Rural (RU) to Limited Service Residential – Waterfront (RLSW) to acknowledge that the parcel would have frontage and access from a private lane.

The severed parcel would have 6m of frontage on Stewart Lane, whereas the Official Plan and Zoning By-law require a minimum of 76m. This significant reduction in frontage was proposed by the applicant in order to avoid an unnecessary extension of the lane. The severed parcel is at the end of Stewart Lane. The reduced frontage would not impact the ability of the severed parcel to be used or redeveloped. There is also no further severance potential at this location along the lane. Therefore, Township planning staff interpret the reduced frontage on Stewart Lane as appropriate for the proposed use, and that the overall intent of the Official Plan is maintained.

Conclusion

It is the opinion of Township planning staff that the proposed zoning by-law amendment is consistent with the Provincial Policy Statement 2020, in conformity with the Frontenac County Official Plan and Township of South Frontenac Official Plan and represents good planning for the subject lands.

Staff recommend that Council pass a by-law during the Council meeting in which the public meeting is held, per procedural By-law as Amended by By-law 2023-44, as the planning matter is technical in nature. Specifically, the Director of Development Services had consideration for all applicable policy in the decision to grant provisional approval to the consent application, and the by-law will fulfill one of their conditions.

Financial Implications

Not applicable.

Relationship to Strategic Plan

- Not applicable to this report.
- This initiative adheres to the following strategic pillars and directions of the 2023-2026 Strategic Plan.
 - Pillars: Choose an item.
 - Action Item (If Applicable): N/A

Climate Considerations

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

Notice/Consultation

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

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

Application and Supporting Documents

The application and supporting documents (if any) can be accessed through the Township's Civic Web Document Centre, <https://southfrontenac.civicweb.net/filepro/documents/100574/>

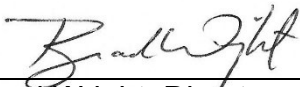
Attachments

Exhibit A – By-law 2024-37

Approvals

Prepared By: Noah Perron, Planner

Submitted By:



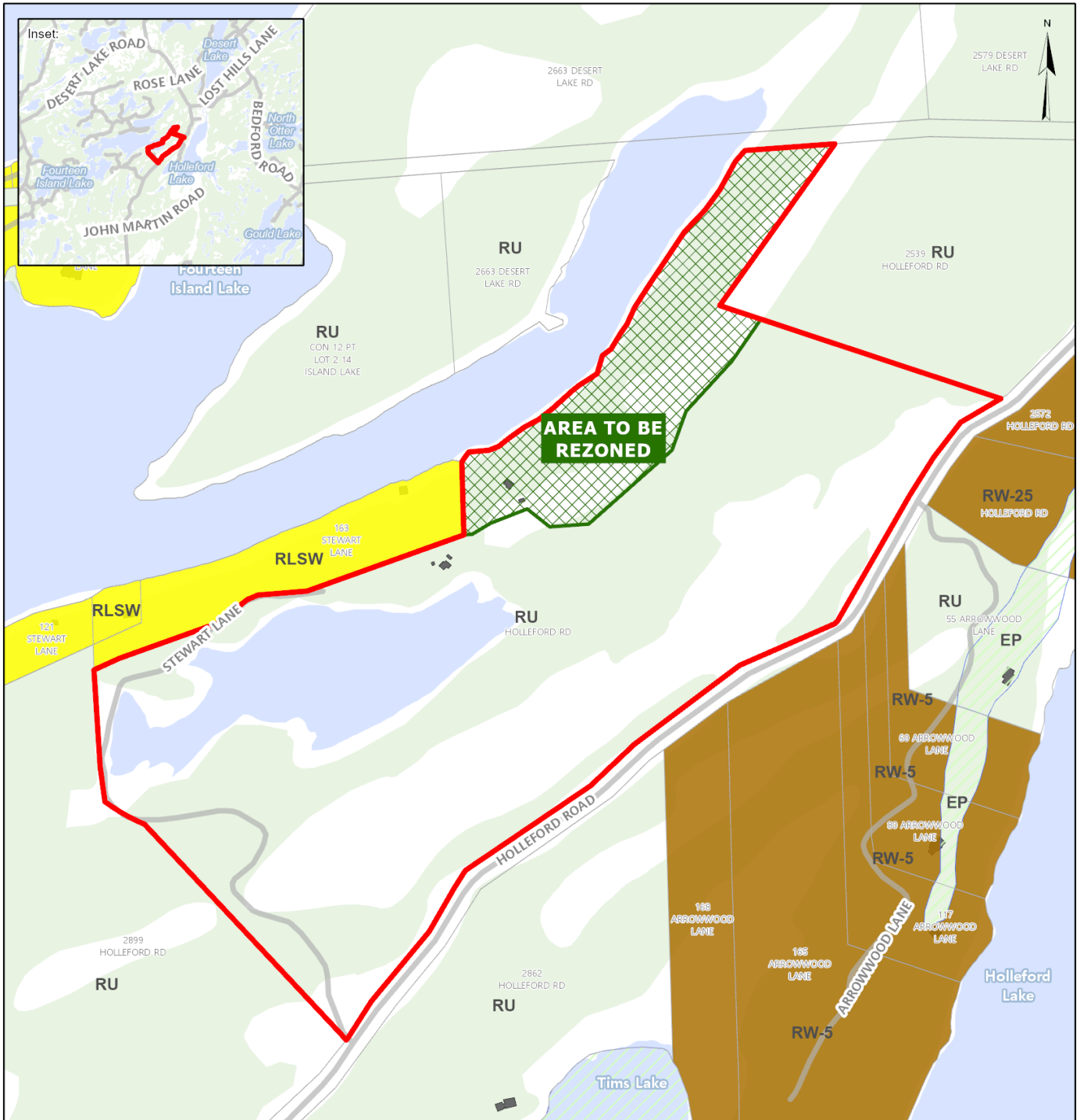
Brad Wright, Director of Development Services

Approved By:



Louise Fragnito, Chief Administrative Officer

Schedule 1 of By-law 2024-20



<p>SOUTH FRONTENAC</p> <p>(TASNEEM)</p> <p>STEWART LANE PL-ZBA-2024-0006</p> <p>0 37.5 75 150 m Scale: 1:6,000</p>	<p>LEGEND</p> <p> Subject Property</p> <p> Area to be Rezoned</p> <p> Parcels</p> <p> Building Footprints</p> <p> Wooded Area</p> <p> Waterbody</p> <p> Road</p>		<p>Zoning</p> <p> AGRICULTURAL ZONE (A)</p> <p> COMMUNITY FACILITY ZONE (CF)</p> <p> ENVIRONMENTAL PROTECTION ZONE (EP)</p> <p> MOBILE HOME RESIDENTIAL ZONE (MHR)</p> <p> OPEN SPACE - PUBLIC ZONE (OS)</p> <p> OPEN SPACE - PRIVATE ZONE (OSP)</p> <p> PIT 'A' ZONE (PA)</p>		<p> PIT 'B' ZONE (PB)</p> <p> QUARRY 'A' ZONE (QA)</p> <p> QUARRY 'B' ZONE (QB)</p> <p> RESIDENTIAL ZONE (R)</p> <p> RURAL COMMERCIAL ZONE (RC)</p> <p> RURAL INDUSTRIAL ZONE (RI)</p> <p> LIMITED SERVICE RESIDENTIAL ZONE (RLS)</p>		<p> LIMITED SERVICE RESIDENTIAL - ISLAND ZONE (RLSI)</p> <p> LIMITED SERVICE RESIDENTIAL - WATERFRONT ZONE (RLSW)</p> <p> RECREATIONAL RESORT COMMERCIAL ZONE (RRC)</p> <p> RURAL ZONE (RU)</p> <p> WATERFRONT RESIDENTIAL ZONE (RW)</p> <p> SALVAGE YARD INDUSTRIAL ZONE (SI)</p> <p> TEMPORARY USE ZONE (TUZ)</p>		<p> URBAN COMMERCIAL ZONE (UC)</p> <p> URBAN INDUSTRIAL ZONE (UI)</p> <p> URBAN MULTIPLE RESIDENTIAL ZONE (UMR)</p> <p> URBAN RESIDENTIAL ZONE - FIRST DENSITY ZONE (UR1)</p> <p> URBAN RESIDENTIAL ZONE - SECOND DENSITY (UR2)</p> <p> WASTE DISPOSAL ZONE (WD)</p>	
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Produced by the County Frontenac under license with the Ontario Ministry of Natural Resources © King's Printer for Ontario, 2022. While the County makes every effort to insure that the information presented is accurate for the intended uses of this map, there is an inherent error in all mapping products, and accuracy of the mapping cannot be guaranteed for all possible uses. This map displays basic topographic features only. UTM Projection NAD 83 | Date: 2024-01-19



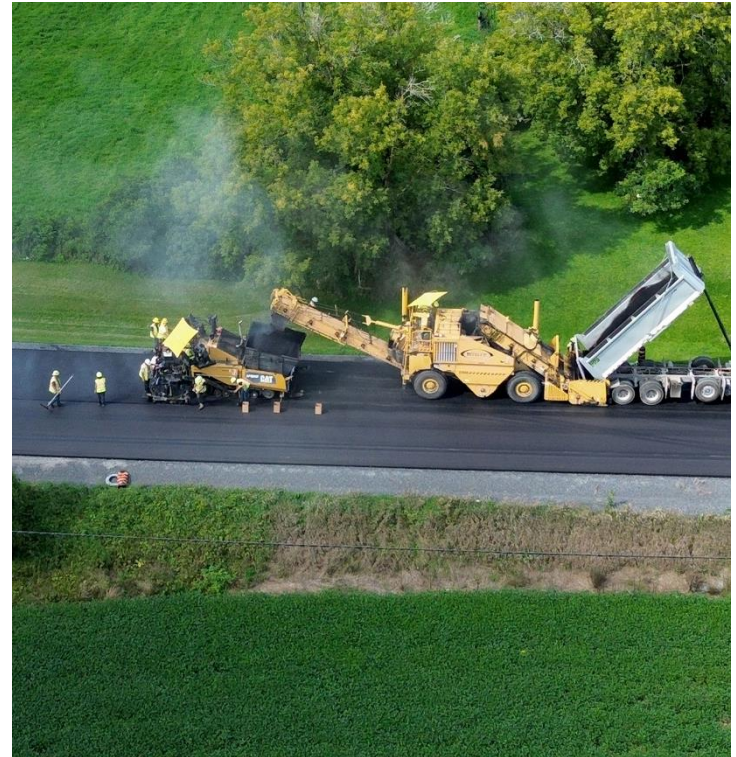
Public Services Department

2024 Briefing
March 5, 2024

2023 Accomplishments

Engineering and Capital Projects

- Implemented new five year capital plan for roads and structures.
- Completion of asset management plan for core infrastructure assets (Phase 1).
- The department completed over 15 million dollars in capital project work in 2023. 16 of those projects were carry over projects approved before 2023.



2023 Accomplishments

Operations and Fleet

- Fleet replacement program back on track.
- New fuel pump and automatic vehicle location (AVL) systems implemented.
- Implementation of new roadside mowing plan.
- Completed Alton Road and North Shore Road reconstruction projects in house.



2023 Accomplishments

Recreation and Facilities

- Successfully ran inaugural Music Festival at Centennial Park and Snow Social event at Point Park.
- Centennial pad roof, new McMullen courts, and Glendower court resurfacing recreation projects completed.
- Completed carryover facility contracts including Station 8 fire hall and mill demolition projects.



Current Changes That Impact The Way We Do Business

O. Reg 588/17 Asset Management Planning for Municipal Infrastructure

O. Reg 406/19 On-Site and Excess Soil Management

O. Reg 391/21 Blue Box Transition to Producer Responsibility Framework

O. Reg 347 & 323/22 Updates to The Regulation for Generators of Industrial and Hazardous Waste

MECP Download - New Consolidated ECA of Municipal Stormwater Infrastructure

2024 Department Priorities

Blue Box Transition

Asset Management Plan Phase 2

Building Condition Assessment

Climate Action Plan & Energy Reporting

Stormwater Environmental Compliance Approval

Recreation Fee & Allocation Study

Occupational Health and Safety Act

Blue Box Transition

- O. Reg 391/21 Blue Box Transition to Producer Responsibility Framework
- Transition date for South Frontenac is July 1, 2025
- Circular Materials Ontario has set a deadline of March 15, 2024 for decision on opt in/out during transition period of July 1, 2025 to December 31, 2025.

Asset Management Plan

- O. Reg 588/17 Asset Management Planning for Municipal Infrastructure
- Phase 2 for non-core assets including facilities, fire, fleet, IT, gravel roads, parks, recreation, and sidewalks.
- Phase 2 due July 1, 2024. Multiple professional organizations have requested an extension on behalf of municipalities.

Building Condition Assessment

- Previous BCA was completed in 2016
- Capital project approved in 2023 to complete an update to the BCA.
- Project scope will now include information required for asset management plan including breakdown of building components, life cycles, and replacement costs.
- Project deliverable to provide BCA data in a format to incorporate in asset management system.

Climate Action Plan and Energy Reporting

- Climate Action Plan baseline data requirements
- Broader Public Sector Energy Reporting and Conservation and Demand Management Plans O.Reg 25/23
- Energy report for 2022 and 2023 due on July 1, 2024

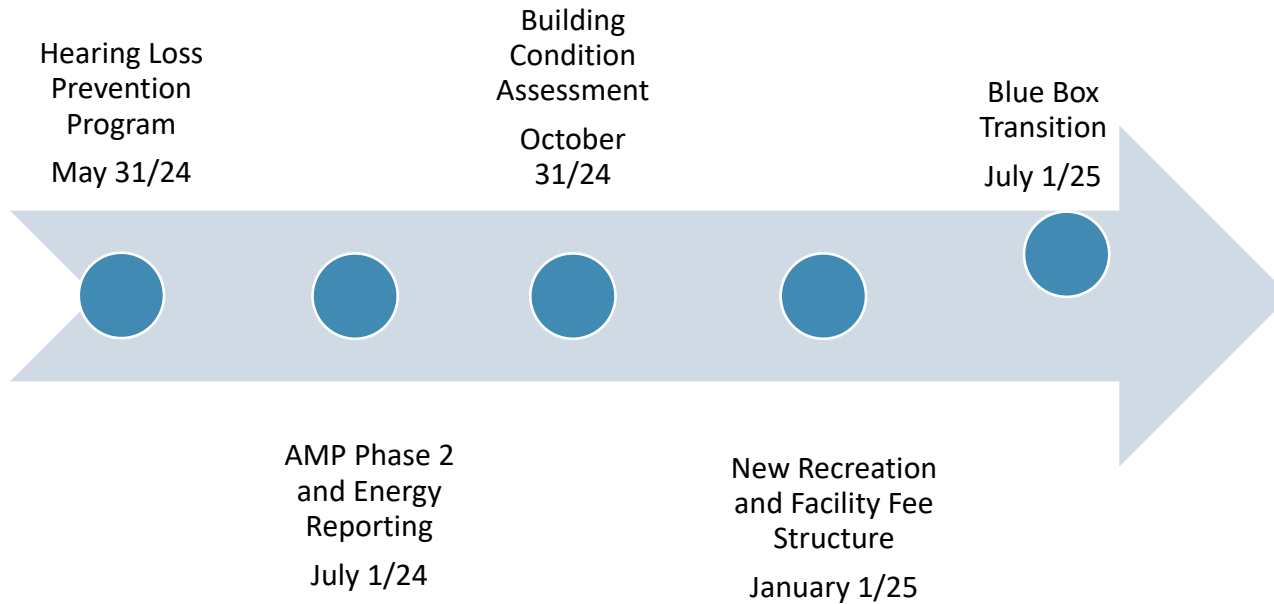
Recreation Fee & Allocation Study

- Project awarded in 2023 to review fees and allocation of recreation facilities
- Project scope to review current practices and propose options for a fair and equitable fee structure
- Project completion Q2 2024 and implementation of new structure January 1, 2025

Occupational Health and Safety Act

- O. Reg 381/15 requirement to update hearing loss prevention program
- Provide adequate hearing protection and training to protect staff

Key Deadlines



2024 Goals

Update Five Year Capital Plan

Develop Five Year Plan for Recreation and Facility Projects

Set Service Levels for Maintenance Operations

Update Winter Control Plan

Expand LTFP for Recreation, Facilities, and New Assets from AMP

Questions





Township of South Frontenac Council Meeting Minutes



Meeting # 04

Time: 7:00 p.m.

Location: Council Chambers / virtually via Zoom

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

Staff: Louise Fragnito - Chief Administrative Officer, James Thompson - Clerk, Michelle Hannah - Deputy Clerk, Brad Wright - Director of Development Services, Kyle Bolton - Director of Public Services, Jan Minaker-Manager of Human Resources, Troy Dunlop - Manager of Engineering and Capital Projects, Christine Woods - Senior Planner (Virtual)

1 Call to Order

a) Resolution

Resolution No. 2024:04:01

Moved by Councillor Pegrum

Seconded by Councillor Roberts

That the Council meeting of February 20, 2024 be called to order at 7:00 p.m.

Carried

2 Declaration of pecuniary interest and the general nature thereof

a) There were none.

3 Approval of Agenda

a) Resolution

Resolution No. 2024:04:02

Moved by Councillor Ruttan

Seconded by Councillor Sleeth

That the agenda be approved.

Carried

4 Scheduled Closed Session

5 Recess

6 Public Meeting

a) Resolution - Public Meeting to Order

Resolution No. 2024:04:03

Moved by Councillor Pegrum

Seconded by Councillor Sleeth

That the public meeting regarding the Request for Name Change be called to order.

Carried

Minutes of Council
February, 20, 2024

- b) Notice of Collection
- c) The Deputy Clerk spoke to the Notice of Collection.
- d) Request for Lane Name Change – Neill Lane to James Thomas Lane

The Applicant was present to answer questions of Council.

Members of Council and Members of the Public did not provide comment.

- e) Resolution - Close Public Meeting

Resolution No. 2024:04:04
Moved by Deputy Mayor Leonard
Seconded by Councillor Rpberts
That the public meeting be closed.

Carried

7 Delegations

- a) There were none.

8 Briefings

- a) Julie Runions, Manager, Water and Wastewater Treatment Operations, Utilities Kingston was present to speak to Council regarding 2023 Sydenham Water Annual Summary Report.

9 Approval of Minutes

- a) Resolution

Resolution No. 2024:04:05
Moved by Deputy Mayor Leonard
Seconded by Councillor Turcotte
That the Minutes of the February 6, 2024 Council meeting be approved, as presented.

Carried

10 Reports Requiring Action

- a) 2023 Sydenham Water Annual Summary Report

Resolution No. 2024:04:06
Moved by Councillor Trueman
Seconded by Councillor Morey
That Council receive the 2023 Annual Summary Report for the Sydenham Water Treatment Plant as required by the terms and conditions outlined in Schedule 22 of Ontario Regulation 170/03 for Drinking Water Systems.

Carried

- b) Request for Lane Name Change – Neill Lane to James Thomas Lane

Resolution No. 2024:04:07
Moved by Councillor Pegrum
Seconded by Councillor Trueman
That Council direct staff to prepare a subsequent Report for consideration by Council which includes a By-law, summary of relevant costs and detailed information regarding recent naming requests.

Carried

Minutes of Council
February, 20, 2024

- c) Appointment of Member of Council to Rideau Valley Conservation Authority Board

Resolution No. 2024:04:08

Moved by Councillor Pegrum

Seconded by Councillor Sleeth

That Councillor Turcotte be appointed to the Rideau Valley Conservation Authority Board for the term of Council.

Carried

- d) Proposed Amendments to Council Procedure By-law

Resolution No. 2024:04:09

Moved by Councillor Roberts

Seconded by Councillor Trueman

That Council approve Exhibit "A" in principle to permit the proposed amendments outlined in the draft by-law (Exhibit "A") to be circulated in advance of the public meeting; and

That Council direct staff to provide notice with respect to a public meeting to be held on April 2, 2024, in accordance with By-law 2016-73, regarding proposed amendments to the Council Procedure By-law, (By-law 2017-76).

Carried

- e) Request for Extension of Approval – Shield Shores Draft Plan of Condominium 10CD-2016/001

Resolution No. 2024:04:10

Moved by Councillor Ruttan

Seconded by Councillor Sleeth

That South Frontenac Council recommend the County of Frontenac extend draft plan approval for a period of one year for application 10CD-2016/001, subject to the conditions approved by the County of Frontenac on May 15, 2019, and direct the Clerk to forward this resolution to the County Clerk.

Carried

- f) Snow Blower Attachment

Resolution No. 2024:04:11

Moved by Deputy Mayor Leonard

Seconded by Councillor Morey

That Council authorize a budget increase to capital project 23-77 for the purchase of a snow blower attachment in the amount of \$10,000 to be funded from the savings on capital project 24-22.

Carried

- 11 Advisory Committee Reports or Minutes

- 12 Reports Requiring Approval of By-laws

- a) Noise By-law Amendment – Exemption Process

Resolution No. 2024:04:12

Moved by Councillor Trueman

Seconded by Councillor Turcotte

That By-law 2024-15, attached as Exhibit A, as amended, being a By-law to "A By-Law to Amend By-Law 2015-41, As Amended, 'A By-law to Prohibit and Regulate Noise Within the Township of South Frontenac'", be given first and second reading.

Carried As Amended - See Motion to Amend Which Carried

Resolution No. 2024:04:13

Moved by Councillor Trueman

Seconded by Councillor Sleeth

That Section 5.ii.b. of By-law 2024-15 be further amended to read as follows:

"Notwithstanding Section 5. ii. a), the Clerk or Deputy Clerk may approve, deny or modify a Noise By-law Exemption Request Application submitted to the Clerk's Department up to seven days in advance of the event requesting an exemption from Section 3. f) the operation of any electronic device or group of connected electronic devices incorporating one or more loudspeakers or other electromechanical transducers, and intended for the production, reproduction or amplification of sound in such a manner as to disturb the peace and comfort of a person or persons at the point of reception; provided that the following criteria is met:"

Carried

Resolution No. 2024:04:14

Moved by Councillor Morey

Seconded by Deputy Mayor Leonard

That By-law 2024-15, as amended be given third reading, signed and sealed.

Carried

- b) Zoning By-law Amendment Application PL-ZBA-2023-0136, Ashworth and Cochrane, 113 Doris Smith Lane

Resolution No. 2024:04:15

Moved by Councillor Pegrum

Seconded by Councillor Sleeth

That By-law 2024-16 being a By-law to amend the zoning on lands known at 113 Doris Smith Lane, Part 1, Reference Plan 13R15730, Part Lot 9, Concession 9, District of Storrington, Township of South Frontenac, be given first and second reading.

Carried

Resolution No. 2024:04:16

Moved by Councillor Ruttan

Seconded by Councillor Roberts

That By-law 2024-16 be given third reading, signed and sealed.

Carried

- c) Zoning By-law Amendment Application PL-ZBA-2023-0131, Alinka Group Inc., 41 Bresee Road

Resolution No. 2024:04:17

Moved by Sleeth

Seconded by Pegrum

That By-law 2024-17 to amend the zoning on lands known as 41 Bresee Road, Part Lots 19 to 20, Concession 11, District of Bedford, Township of South Frontenac be given first and second reading.

Carried

Resolution No. 2024:04:18

Moved by Councillor Turcotte

Seconded by Councillor Morey

That By-law 2024-17 be given third reading, signed and sealed.

Carried

- 13 Reports for Information

Minutes of Council
February, 20, 2024

- a) There were none.

14 Committee of the Whole

- a) There was none.

15 Information Items

- a) There were none.

16 Notice of Motions

- a) There were none.

17 Rise and Report regarding County Council and External Boards

- a) Police Services Board

Councillor Pegrum provided a summary of the February 15, 2024 Police Services Board meeting. He provided Council with background information regarding the transition to the new structure of the Frontenac Detachment Board.

- b) Cataraqui Conservation

Councillor Trueman advised Council that the Cataraqui Conservation has moved into their new offices on Battersea Road. He noted that the recruitment process for the new CAO is nearing completion.

- c) Frontenac Community Arena Board

Councillor Roberts noted that the next meeting is scheduled for March 13, 2024 and indicated that the arena is running well.

18 Announcements/Statements by Councillors

- a) Councillor Leonard and Mayor Vandewal commended staff for the organization of the Family Day Event.

Mayor Vandewal noted that South Frontenac was recognized as a leader with respect to battery recycling.

19 Closed Session (if requested)

- a) Resolution

Resolution No. 2024:04:19

Moved by Councillor Roberts

Seconded by Councillor Pegrum

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

a) Approval of January 9, 2024 and February 6, 2024 Committee of the Whole, Closed Meeting Minutes.

b) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board - Verona Housing

c) personal matters about an identifiable individual, including municipal or local board employees - Performance Evaluation

Carried

- b) Resolution

Resolution No. 2024:04:20
Moved by Deputy Mayor Leonard
Seconded by Councillor Trueman
That Council rise from the Committee of the Whole "Closed Meeting" without reporting.

Carried

20 Confirmatory By-law

a) Resolution

Resolution No. 2024:04:21
Moved by Councillor Ruttan
Seconded by Councillor Seeth
That By-Law 2024-18, 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. 2024:04:22
Moved by Councillor Morey
Seconded by Councillor Turcotte
That By-Law 2024-18 be given third reading, signed and sealed.

Carried

21 Adjournment

a) Resolution

Resolution No. 2024:04:23
Moved by Councillor Morey
Seconded by Councillor Trueman
That the Council meeting of February 20, 2024 adjourn at 9:30 p.m.

Carried

Ron Vandewal, Mayor

James Thompson, Clerk

South Frontenac is a welcoming and thriving rural community

Township of South Frontenac Staff Report



To: Council

From: Office of the Clerk

Date of Meeting: March 5, 2024

Subject: Request for Lane Name Change – Neill Lane to James Thomas Lane

Report Number: 2024-033

Summary

The purpose of the Report is to provide Council with additional information requested by Council at the [February 20, 2024](#) meeting. Following consideration of the information, Council is requested to provide direction to staff regarding the application to change the name of Neill Lane to James Thomas Lane.

Recommendation

That the application submitted by Mr. Bilkovski to change the name of Neill Lane to James Thomas Lane be denied.

Background

At the Township of South Frontenac meeting of Council held on February 20, 2024, the following resolution was approved:

“Resolution No. 2024:04:08

Moved by Councillor Pegrum

Seconded by Councillor Trueman

That Council direct staff to prepare a subsequent Report for consideration by Council which includes a By-law, summary of relevant costs and detailed information regarding recent naming requests.

Carried”

Discussion/Analysis

On December 5, 2023 Council directed staff to proceed with the advertising of the proposed lane name change requested by Mr. Bilkovski, as required by By-law 2016-73. Staff advertised the proposed lane name change in the Frontenac News, on the South Frontenac Website and posted on the property for an excess of four weeks prior to the February 20, 2023 meeting. Originally the matter was scheduled for consideration by Council on February 13, 2024, however, that meeting was cancelled, and the notice was amended to reflect the date change.

During the public meeting held as part of the February 20, 2024 Council meeting, members of the public did not provide comment. The Applicant was present to address questions raised by members of Council.

To date there have been no comments or concerns raised from the public. As outlined in the [December 5, 2023 Report to Council](#), Mr. Bilkovski canvassed property owners along Neill Lane and has received, in writing, consent to change the lane name.

As requested by Council, the following table provides a summary of road/lane names issued between 2021 for either new or re-named roads/lanes:

Summary of Road/Lane Names Issued Between 2021 and 2024 (Selected From Schedule A)	
Year:	Name:
2021	Kayak Lane
2022	Spruce Lane
	Sandy Lane
	Salamander Lane
	Monarch Lane
	Clover Lane
	Chickadee Lane
2023	Woodrush Lane
	Cypress Lane
	Bittersweet Drive
2024	Coyote Lane

It is worthy to note that all of the names outlined in the above table were selected from Schedule A of [By-Law 2015-60](#). There have been no instances between 2021 and present where a road/lane name has been issued for a name which was not included on Schedule A of By-law 2015-60.

The following table offers a summary of road/lane names issued following the passage of By-law 2015-60 which were not selected from Schedule A of By-law 2015-60:

Summary of Road/Lane Names Utilized Post Implementation of By-law 2015-60 (Names not included in Schedule A)	
Year:	Name:
2015	Passchendaele Lane
2020	Sheild Shores Lane
	Glacier Lane
	Bird Haven Lane
	Briscoe Bay Lane

Between 2015 and 2023, only five roads/lanes used names which were not included in Schedule A of By-law 2015-60.

Should Council choose to proceed with the renaming of Neill Lane to James Thomas Lane, a draft By-law has been attached to the Report as Exhibit 'A'.

Additionally, as per Clause 3. of By-law 2015-60 which states as follows:

“Where a request for a road name other than provided on Schedule 'A' is approved, the applicant shall bear the costs for the associated advertising and administration of such change,”

Should Council opt to move forward, the applicant will be required to assume all costs to facilitate the renaming of Neill Lane.

As outlined in the February 20, 2024, Report, a review of By-law 2015-60 and standard practices suggest that over the course of the past several years, the Township of South Frontenac has typically required that roads/lanes be named in accordance with Schedule A of By-law 2015-60. While the By-law 2015-60 does speak to the administration of fees regarding the naming of a road not listed on Schedule A, the standard practice has been to utilize names from Schedule A of By-law 2015-60. The names listed on Schedule A have been reviewed by staff to ensure no duplication across the Township as well as adjacent municipalities, and ensuring compliance with 911 requirements.

Financial Implications

To be determined.

Relationship to Strategic Plan

- Not applicable to this report.
- This initiative adheres to the following strategic pillars and directions of the 2023-2026 Strategic Plan.
 - Pillars: Choose an item.
 - Action Item (If Applicable): Insert Text

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

Chief Building Official

Director of Development Services

Attachments

Exhibit A – Draft By-law

Approvals

Submitted By:



James Thompson, Clerk

Approved By:



Louise Fragnito, Chief Administrative Officer

By-Law Number 2024-XX

A By-Law to Approve the Naming of an Existing Private Lane to James Thomas Lane; Part Lot 32 & 33, Concession 9; District of Bedford

Whereas the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended provides that municipalities may pass by-laws respecting highways and all road allowances;

Whereas Council has passed and enacted By-law 2015-60 with respect to the names for future roads and private lands and the re-naming of existing roads/lanes; and

Whereas public notice of Council's intention to pass this by-law was given in the manner prescribed in By-law 2016-73;

Therefore be it resolved that the Council of the Corporation of the Township of South Frontenac hereby enacts as follows:

1. That the existing Neill Lane shown on Schedule "A" to this By-law as running westerly and then northerly off of Lackey Lane to access eight residential waterfront parcels of land on Bobs Lake be re-named "James Thomas Lane".
2. That Schedule "A" attached hereto shall form part of this By-law;
3. This By-law shall come into force and effect on the date of its passing.

Given First and Second Readings: Tuesday, March 5, 2024

Given Third Reading and Passed: Tuesday, March 5, 2024

James Thompson, Clerk

Ron Vandewal, Mayor

Schedule A of By-law 2024-XX



Township of South Frontenac Staff Report



To: Council

From: Office of the Chief Administrative Officer

Date of Meeting: March 5, 2024

Subject: 2023 Capital Budget Summary & Cancellation of Projects

Report Number: 2023-036

Summary

This report provides a financial summary of the 2023 Capital Budget as well as projected year end project statuses. Based on this information, select projects are requested to be cancelled/closed.

Recommendation

That Council approve the cancellation/closure of projects as listed in the staff report.

Background

Attached is the 2023 Capital budget listing of all projects including any prior year carryovers. The report provides updated actuals to December 31st, 2023 and any budget variances.

A year-end status column is also included to provide an update on the project and whether it is anticipated to be completed or carried over, or in some circumstances, proposed to be cancelled. This status is based on the physical work being completed regardless of the timing of receiving invoices on the project.

Discussion/Analysis

Below is the listing of projects identified to be cancelled from the 2023 budget year including prior year carryovers.

Project #	Project Name	Budget Amount	Budget Remaining 2023	Cancellation Reason
23-46D	Maynard Bridge	\$40,000	\$40,000	Updated Review Identified no work in the near term
21-25	Battersea Park Gates	\$10,000	\$10,000	No Longer Required

Financial Implications

The total unspent budget amount of the requested projects to be cancelled/closed is \$50,000.

Funding for these projects were funded from the following reserves:

- ➔ 23-46D – Asset Investment Reserve - \$40,000
- ➔ 21-25 – Infrastructure Reserve - \$10,000

The unused funds will remain in the respective reserves.

Relationship to Strategic Plan

- Not applicable to this report.
- This initiative adheres to the following strategic pillars and directions of the 2023-2026 Strategic Plan.
 - Pillar: Choose an item.
 - Action Item (If Applicable): Insert Text

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

None

Attachments

- Appendix A - 2023 Capital Budget Update

Approvals

Kyle Griese, Financial Analyst

Submitted/Approved By:



Louise Fragnito, Chief Administrative Officer

**Township of South Frontenac
2023 Capital Budget Update
To December 31, 2023**

2023 Capital						
Project #	Project *	Total Project	2023 Original Budget ((REVISED WITH Previous Year CARRYOVERS))	2023 Actuals	Variance	Year End Status
	CORPORATE SERVICES					
19-06	Asset Management Software & Document Update	72,500	50,479	-	50,479	Carryover
20-02	Budgeting software incl reporting, self serve and metrics	50,000	5,830	-	5,830	Carryover
22-04	LiDar Imagery	16,000	16,000	-	16,000	Carryover
22-05	Digital Modernization & Workflow Improvements	157,680	96,983	17,368	79,615	Carryover
22-06	Senior & Affordable Housing - Project Design & Management	175,000	175,000	-	175,000	Carryover
22-47	Payroll Digitization	80,460	70,400	1,311	69,090	Carryover
23-03	Climate Change Adaption / Mitigation Strategy	25,000	25,000	-	25,000	Carryover
23-05	Strategic plan Update	25,439	25,439	26,196	- 757	Completed
23-09	Digitization Records Project	75,000	75,000	76,146	- 1,146	Completed
23-10	Audio Visual System - Council Chambers and Backup	30,000	30,000	-	30,000	Carryover
22-02	Gateway Signage -2022 - 2025	220,000	113,333	-	113,333	Carryover
22-59	Wayfinding Strategy / Plan	85,000	67,696	58,120	9,576	Completed
23-12	Wayfinding Sign Fabrication and Installation - 2023 - 2025	800,000	266,667	-	266,667	Carryover
23-93	Campbell Road Property	425,000	425,000	418,152	6,848	Completed
	subtotal	2,237,079	1,442,828	597,292	845,535	
	FIRE					
21-03	Rapid Response Unit x 5 -2021(2) & 2022(3)	375,000	39,922	6,954	32,968	Completed
22-07	16ft 40HP Aluminum - Marine Unit	75,000	75,000	-	75,000	Carryover
23-01	VFF Recruitment	137,000	131,837	120,301	11,535	Carryover
23-02	New 2500gal Tanker	621,500	621,500	616,146	5,354	Completed
23-22	Community Risk Assessment / Master Fire Plan	55,000	55,000	-	55,000	Carryover
23-23	Hose and Appliances	20,000	20,000	18,530	1,470	Carryover
23-24	Bunker Gear Replacement	25,000	25,000	18,675	6,325	Carryover
23-25	Ice Water Rescue Equipment Renewal	54,000	54,000	-	54,000	Carryover
23-26	Firefighting Particulate Balaclava	19,500	19,500	18,573	927	Completed
23-27	Spartan Pumper	50,000	50,000	41,314	8,686	Completed
24-14	Pumper Replacement	550,000	550,000	559,675	- 9,675	Carryover

**Township of South Frontenac
2023 Capital Budget Update
To December 31, 2023**

2023 Capital						
Project #	Project *	Total Project	2023 Original Budget (REVISIED WITH Previous Year CARRYOVERS))	2023 Actuals	Variance	Year End Status
	subtotal	1,982,000	1,641,758	1,400,169	241,590	
	PUBLIC SERVICES					
	FLEET					
21-18	Tandem Dump Truck	300,000	141,626	162,600	- 20,975	Completed
21-19	Half Ton Truck	63,197	63,197	63,256	- 59	Completed
21-36A	Tri-axle	400,000	240,629	167,417	73,212	Completed
22-01	Preorder Two Tandems (2023 delivery)	600,000	297,313	242,980	54,333	Completed
22-15	Half Ton Truck	63,197	63,197	63,256	- 59	Completed
22-16	1 Ton Truck (Originally 3/4 Ton Truck)	69,000	69,000	72,813	- 3,813	Completed
22-16A	Plow and Sander	28,000	28,000	27,820	180	Completed
23-70	Bulldozer	225,000	225,000	235,400	- 10,400	Completed
23-71	Tandem Dump Truck/Plow	430,000	430,000	-	430,000	Carryover
23-72	72-Asphalt Hot Box	48,000	48,000	48,627	- 627	Completed
23-73	1/2 Ton Truck	63,197	63,197	63,246	- 49	Completed
23-74	1 Ton Truck (Originally 3/4 Ton Truck)	75,000	75,000	72,783	2,217	Completed
23-74A	Plow and Sander	28,000	28,000	27,712	288	Completed
23-75	Tandem Axle Utility Trailer	6,500	6,500	6,459	41	Completed
23-77	Snow Blower Attachment	30,000	30,000	-	30,000	Carryover
23-78	Light Duty SUVs (2)	85,000	85,000	86,531	- 1,531	Completed
23-31	Light Duty Vehicle Hoist	40,000	40,000	37,456	2,544	Completed
23-34	Automatic Vehicle Location System (AVL)	50,000	50,000	49,677	323	Completed
24-21	Tandem Plow Truck	430,000	430,000	-	430,000	Carryover
24-22	Tandem Roller-Pro Truck	625,000	625,000	-	625,000	Carryover
	subtotal	3,659,091	3,038,658	1,428,032	1,610,626	
	ROADS INFRASTRUCTURE					
20-R01	Buck Bay Road Bridge	818,900	130,146	17,417	112,729	Completed
19-R05	Fish Creek Road Bridge	1,550,000	1,495,289	18,912	1,476,377	Carryover
21-R01	Battersea Road	3,324,675	3,130,489	3,114,310	16,180	Completed

**Township of South Frontenac
2023 Capital Budget Update
To December 31, 2023**

2023 Capital						
Project #	Project *	Total Project	2023 Original Budget ((REVISED WITH Previous Year CARRYOVERS))	2023 Actuals	Variance	Year End Status
21-R06	Battersea - New Sidewalks / Sidewalk Construction	175,576	170,956	182,656	- 11,700	Completed
23-91	Notre Dame Sidewalk (Design)	29,500	29,500	2,690	26,810	Carryover
23-92	Road 38/Boyce Road Sidewalk (Design)	14,800	14,800	1,469	13,331	Carryover
21-R07	Guiderail Program	5,000	5,000	-	5,000	Completed
21-R08	Streetlights (includes 18-17/19-14/20-20) / Streetlight Program (2018- 2029)	190,000	127,953	6,408	121,545	Carryover
22-17	12th Con Bridge (B32) Repair	50,000	50,000	4,223	45,777	Carryover
22-18	Eagle Creek Culvert (B31) Design	50,000	32,739	-	32,739	Carryover
22-19	Opinicon Road Culvert (C12) Design	859,300	842,461	13,250	829,212	Carryover
22-20	Burego Lane Culverts (B6) Replacement	78,000	71,513	27,790	43,723	Completed
22-29	Alton Road West (Design - Local Rds)	985,716	972,462	932,848	39,615	Completed
22-58	Buck Lake Accident	-	-	18,937	- 18,937	Carryover
23-40	Sunbury Road (Battersea Rd to Factory Rd)	3,800,000	3,800,000	3,435,713	364,287	Completed
23-42	North Shore Road (Hewlett Packard Road to Convery Lane)	665,917	665,917	708,948	- 43,031	Completed
23-43	Surface Treatment (LCB) Preservation	913,885	913,885	977,253	- 63,369	Completed
23-44	Culvert Replacement Wilmer Road	577,200	577,200	565,548	11,652	Completed
23-46A	Shale Road Culvert	20,000	20,000	15,925	4,075	Carryover
23-46B	Bracken Culvert	22,000	22,000	20,657	1,343	Carryover
23-46C	Claire Road Culvert	18,000	18,000	-	18,000	Carryover
23-46D	Maynard Bridge	40,000	40,000	-	40,000	Cancelled
23-49	Transportation Master Plan	50,000	50,000	-	50,000	Carryover
23-50A	Bedford Road (Pre-Engineering Roads 2024)	21,600	21,600	7,225	14,375	Carryover
23-50B	Greenfield Road (Pre-Engineering Roads 2024)	3,200	3,200	509	2,691	Carryover
23-50C	Ormsbee Road (Pre-Engineering Roads 2024)	9,700	9,700	509	9,191	Carryover
23-50D	Perth Road (Pre-Engineering Roads 2024)	10,500	10,500	3,155	7,345	Carryover
23-51	Pleasant Valley Municipal Drain - Drainage Act Maintenance	16,500	16,500	4,586	11,914	Carryover
23-52	Gravel Road Granular Renewal	300,000	300,000	249,496	50,504	Carryover
23-53	Sydenham Drinking Water System	22,000	22,000	17,497	4,503	Completed
23-55	Traffic Counter Units	13,500	13,500	12,481	1,019	Completed
23-56	Road 38 Preliminary Design	120,000	120,000	70,215	49,785	Carryover

**Township of South Frontenac
2023 Capital Budget Update
To December 31, 2023**

2023 Capital						
Project #	Project *	Total Project	2023 Original Budget (REVISIED WITH Previous Year CARRYOVERS))	2023 Actuals	Variance	Year End Status
21-R09	Arterial Reserve (Road 38 - Reserve Transfer)	270,000	270,000	270,000	-	Completed
23-30	Electronic Portable Message Boards	60,000	60,000	58,172	1,828	Completed
23-33	Speed Monitoring Radar Sensor (OPP)	7,000	7,000	6,217	783	Completed
	subtotal	15,092,468	14,034,310	10,765,014	3,269,296	
	FACILITIES					
20-27	Town Hall - Accessible Entrance Ramp & Front Step	300,000	65,617	0	65,617	Carryover
23-08	Town Hall Expansion Design	300,000	300,000	89,511	210,489	Carryover
21-33	Admin Office Location Expansion Feasibility Study	68,528	34,266	15,160	19,105	Carryover
21-01	New Firehall - Replacing Station 8	3,583,547	780,308	739,054	41,254	Carryover
23-63	Sydenham - Station 5 - Renovations/Repairs	120,000	120,000	95,914	24,086	Completed
21-37	Petworth Mill Improvements	70,000	62,717	65,481	-2,764	Completed
22-35	Bellrock Mill Improvements	70,000	58,296	70,458	-12,162	Completed
22-32	New Monitoring Wells & Land / Water Rights Purchase	265,000	222,471	220,515	1,955	Completed
22-33	Storrington Yard - Fabric Replacement on Sand Dome / Storrington Yard - Fabric Replacement on Salt Dome	115,000	104,028	102,607	1,421	Completed
23-67	Fabric Roof Panels (3) - Keeley Road Sand/Salt Dome	80,000	80,000	48,442	31,558	Carryover
22-36	New Docks - Battersea Village	20,000	15,285	14,196	1,090	Completed
23-60	Verona Medical Clinic - Construction 2nd floor accessible entrance	60,000	60,000	0	60,000	Carryover
23-66	Building Condition Assesment Update	70,000	70,000	0	70,000	Carryover
23-65A	Storrington Yard Fuel System	50,750	50,750	71,307	-20,557	Completed
23-65B	Fuel Management System - Bedford	15,000	15,000	12,232	2,768	Completed
23-65C	Fuel Management System - Keeley	18,603	18,603	11,351	7,252	Completed
23-65D	Fuel Management System - Portland	15,000	15,000	11,351	3,649	Completed
	subtotal	5,221,428	2,072,340	1,567,579	504,761	
	SYDENHAM WATER					
18-18	Water Hauling Station & Mill Pond Drinking Station	95,000	13,708	3,498	10,210	Carryover
22-53	SCADA & PLC (2023-2024)	275,000	275,000	68,582	206,418	Carryover
22-54	Serpentine Piping (2024-2025)	700,000	700,000	-	700,000	Carryover

**Township of South Frontenac
2023 Capital Budget Update
To December 31, 2023**

2023 Capital							
Project #	Project *	Total Project	2023 Original Budget (REVISIED WITH Previous Year CARRYOVERS))	2023 Actuals	Variance	Year End Status	
	subtotal	1,070,000	988,708	72,080	916,628		
	RECREATION						
20-41	Davidson Beach - Access Road to swim area	50,000	50,000	-	50,000	Carryover	
19-54	Storrington Centre Upgrades	822,309	103,265	63,373	39,891	Carryover	
21-25	Battersea Park Gates	10,000	10,000	-	10,000	Cancelled	
22-38	McMullen - Verona Court Project	486,323	481,594	475,585	6,009	Carryover	
22-39	Centennial Multipurpose Facility Two Cover / Roof	364,878	274,705	310,947	-	36,243	Completed
22-43	Consulting Fee - User Fee & Facility Allocation Policy	49,720	49,720	45,485	4,235	Carryover	
22-44	Recreation Software	39,300	23,092	407	22,685	Carryover	
23-80	Boat Launch/Water Access Review	25,000	25,000	-	25,000	Carryover	
23-83	Glendower Heritage Garden	20,000	20,000	10,157	9,843	Carryover	
23-89	Glendower Community Court Renewal	154,522	154,522	154,522	-	Completed	
23-87	Glendower Park: Removal of Old Equipment	10,000	10,000	8,563	1,437	Completed	
23-84	Storrington Centre Audio Equipment	10,000	10,000	19,119	-	9,119	Carryover
23-85	Storrington Centre Exterior Renovations	40,000	40,000	29,218	10,782	Completed	
23-86	Centennial Park Accessible Washrooms - Design work	5,000	5,000	-	5,000	Carryover	
23-88	Purchase of materials for Picnic Tables	20,000	20,000	15,737	4,263	Completed	
23-100	Centennial Park Playground Renewal	91,000	91,000	88,194	2,806	Completed	
23-101	Inverary Playground Equipment Replacement	33,000	33,000	42,786	-	9,786	Completed
23-103	Princess Anne Repairs	15,000	15,000	6,848	8,152	Carryover	
23-104	Centennial Park Diamond and Soccer Bleacher Replace.	52,500	52,500	58,860	-	6,360	Completed
23-105	McMullen Park Building Remediation	25,000	25,000	5,164	19,836	Carryover	
	subtotal	2,323,552	1,493,397	1,334,965	158,432		
	DEVELOPMENT SERVICES						
19-60	Official Plan	176,000	39,448	32,868	6,580	Carryover	
21-16	Development of Subdivision / Condo Standards	15,000	15,000	-	15,000	Carryover	
21-17	Servicing Options Study	100,000	100,000	83,873	16,127	Carryover	
22-60	Napanee River Lakes Study Updated Floodplain Mapping	79,900	79,900	59,925	19,975	Carryover	

**Township of South Frontenac
2023 Capital Budget Update
To December 31, 2023**

2023 Capital						
Project #	Project *	Total Project	2023 Original Budget ((REVISED WITH Previous Year CARRYOVERS))	2023 Actuals	Variance	Year End Status
23-04	New Building Vehicle	45,000	45,000	-	45,000	Carryover
23-90	New Building Vehicle	65,000	65,000	-	65,000	Carryover
23-06	Zoning Bylaw Update	125,000	125,000	-	125,000	Carryover
23-07	Community Planning Permit System	25,000	25,000	-	25,000	Carryover
23-11	Development Services Records	51,623	51,623	60,307	- 8,684	Complete
	subtotal	682,523	545,971	236,973	308,998	
	Total	32,268,141	25,257,970	17,402,103	7,855,867	

Township of South Frontenac Staff Report



To: Council
From: Director, Public Services
Date of Meeting: March 5, 2024
Subject: Blue Box Transition Update
Report Number: 2024-041

Summary

The purpose of this report is to provide Council an update on the Provincial blue box transition and seek direction to opt-out of curbside collection during the transition period of July 1, 2025 to December 31, 2025.

Recommendation

That delegated authority be given to the Chief Administrative Officer and Director of Public Services to make decisions and enter into contracts or agreements on behalf of the Township related to the Blue Box Transition;

That the Township Opt-Out of curbside collection for the transition period of July 1, 2025 to December 31, 2025; and

That the Township Alternate Opt-In for depot collection at the landfills for the transition period of July 1, 2025 to December 31, 2025.

Background

On September 19, 2023, Council was provided information on the changes to the Provincial Blue Box Regulation O.Reg 391/21 and the transition to Full Producer Responsibility. The agenda materials for this meeting are available [here](#). Circular Materials Ontario (CMO) is the producer responsible organization administering the recycle collection on behalf of all producers in Ontario.

The Township's transition date to the Full Producer Responsibility model is July 1, 2025 and there is a transition period from July 1, 2025 to December 31, 2025 where municipalities can choose to opt in or out to continue providing collection operations. The decisions being considered in this report apply only to the six month transition period and CMO take full control of the blue box recycling program on January 1, 2026.

Discussion/Analysis

On January 24, 2024 Circular Materials set a deadline of March 15, 2024 for Municipality to declare if they are opting in or out for collection during the transition period. If a declaration as not been received by the deadline the Municipality will be considered as opting out. The declaration of opting in or out during transition and entering into master service agreements with CMO, delegates, or their contractors will require signing authority and we are seeking delegated authority to the Chief Administrative Officer and Director of Public Services for decisions or agreements that are urgent or time sensitive in nature. Details on curbside collection, depots, and recommendations are provided below.

Curbside Collection

The Township is eligible to opt in to provide curbside and depot collection services during the transition period by accepting the master framework agreement and statement of work with CMO. Entering into an agreement for collection would make the Township a contractor to CMO for the six months and our current collection contractor a sub-contractor. The Township would be responsible for ensuring the CMO contract terms and contractor obligations are met for the Townships sub-contractor including monitoring of service, reporting, and the target of 4% contamination threshold.

As the Township doesn't currently provide the curbside collection service in house there is no benefit to opting in to provide this service for the transition period as it will be a contracted service regardless. All of the neighbouring Municipalities consulted are opting out of curbside collection and our current receiving facility, Kingston Area Recycling Centre, is closing on July 1, 2025.

Depot Collection

The Township currently provides recycle depot collection at the northern landfill sites in addition to curbside collection. There are three options for depot transition:

1. Opt-in – Township becomes a contractor to CMO for the operation of the depot and is responsible for the hauling and delivery of the material to the designated receiving facility. Township is responsible for the costs to run the sites and receives payment from CMO.
2. Alternate Opt-In – The township becomes a contractor to CMO and is responsible for the operation of the depot under a standard of work agreement. CMO responsible for the hauling and delivery of materials plus the costs to rent, maintain, or purchase collection bins.
3. Opt-Out – CMO takes over depot collection services. No guarantee depots will remain in current locations.

The current collection depots hours coincide with the landfill hours of operation and are staffed by a Township landfill attendant. As staff will already be assigned at the location it is recommended we proceed with the Alternate Opt-In option to provide the operation of the depot but not be responsible for the hauling and delivery of materials. There is a possibility

that CMO could chose not to fund collection depots, move depot locations, or close depots after transition as the Township currently provides curbside collection to all residents.

Non Eligible Sources

CMO has stated that non-eligible sources that were previously being collected would be eligible for collection at a fee paid by the municipality during the transition period. This would only be for the transition period and the collection of non-eligible sources will no longer be part of the CMO collection system as of January 1, 2026.

A review of the Townships industrial, commercial, and institution properties showed inconsistencies in current collection provided and we are therefore recommending that the Township stop collecting non-eligible sources on the transition date of July 1, 2025.

At this time, there are no options for disposing recycle materials from non-eligible sources at any of the receiving facilities. Staff can continue to research options for non-eligible sources at councils' direction.

Financial Implications

Council will be provided a report in advance of the 2025 budget preparation to provide details on the Township's current recycle collection costs, Kingston Area Recycle Centre costs and revenues, and Stewardship Ontario payments.

After transition the Township will no longer be responsible for the cost of curb side blue box collection however there will be no revenue from Stewardship Ontario for the producers' portion that is paid in the current recycling model.

Relationship to Strategic Plan

- Not applicable to this report.
- This initiative adheres to the following strategic pillars and directions of the 2023-2026 Strategic Plan.
 - Pillar: Choose an item.
 - Action Item (If Applicable): Insert Text

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.

Attachments

None.

Approvals

Submitted By:



Kyle Bolton, Director of Public Services

Approved By:



Louise Fragnito, Chief Administrative Officer

Township of South Frontenac Staff Report



To: Council

From: Office of the Clerk

Date of Meeting: March 5, 2024

Subject: Noise By-law Amendment regarding Section 7. Enforcement

Report Number: 2024-032

Summary

The purpose of the Report is to provide Council with background information regarding a proposed amendment to [By-law 2015-41, As Amended](#), 'A By-law to Prohibit and Regulate Noise Within the Township of South Frontenac' (Noise By-law).

Recommendation

That By-law 2024-19, attached as Exhibit A being a By-law to "A By-Law to Amend By-Law 2015-41, As Amended, 'A By-law to Prohibit and Regulate Noise Within the Township of South Frontenac'", be given first and second reading; and

That By-law 2024-19 be given third reading, signed and sealed.

Background

On August 4, 2015, Council approved [By-law 2015-41](#), A By-Law to Prohibit and Regulate Noise Within The Township Of South Frontenac.

Following the approval of By-law 2022-82 by Council on September 6, 2022, Section 7. of the By-law regarding Enforcement states as follows:

"This by-law shall be enforced by the by-law enforcement officers of the Municipality.

- a) No person shall obstruct or hinder or attempt to obstruct or hinder a Provincial Offences Officer or other authorized employee or agent of the Township in the exercise of a power or the performance of a duty under this by-law. Without limiting the generality of the foregoing, for purposes of this By-law, any person who fails to provide proof of identification satisfactory to the Provincial Offences Officer when requested to do so by the Provincial Offences Officer is deemed to obstruct an Officer under this By-Law."

Discussion/Analysis

The approval of By-law 2022-82 also permitted an administrative monetary penalty to be issued in response to a contravention of the Noise By-law.

Section 6. regarding Penalties states as follows:

“Every person who contravenes any of the provisions of this by-law is guilty of an offence and shall, upon conviction, be liable to a fine pursuant to the Provincial Offences Act.

- a) Every Person who contravenes any provision of this By-Law shall, upon issuance of a Penalty Notice in accordance with the By-Law to Impose Administrative Monetary Penalties On Violations Of Municipal By-Laws 2022-70, be liable to pay to the Township an Administrative Monetary Penalty in accordance with By-Law Number 2022-70.”

To provide clarity regarding the administrative monetary penalty process, since the enactment of By-law 2022-82, by-law officers of the Municipality (Frontenac Municipal Law Enforcement) have issued an administrative monetary penalty in response to a contravention of the Noise By-law.

Following discussion with the Ontario Provincial Police it has been determined that it would be beneficial for Ontario Provincial Police officers working from the Frontenac Detachment to be able to issue an administrative monetary penalty in response to a contravention of the Noise By-law. The Township of South Frontenac, Clerk’s Department would process the penalty in the same fashion that is utilized to issue an administrative monetary penalty on behalf of Frontenac Municipal Law Enforcement.

It is inherent to note, that Frontenac Municipal Law Enforcement will remain the primary body responsible for the enforcement of the Noise By-law, however, the proposed amendment would provide Ontario Provincial Police officers with another effective tool to curb nuisance behaviour.

Staff propose that the following amendment to Section 7. of the Noise By-law:

Enforcement

7. This by-law shall be enforced by the by-law enforcement officers of the Municipality **and the Ontario Provincial Police.**
 - a) No person shall obstruct or hinder or attempt to obstruct or hinder a Provincial Offences Officer, **Ontario Provincial Police Officer** or other authorized employee or agent of the Township in the exercise of a power or the performance of a duty under this by-law. Without limiting the generality of the foregoing, for purposes of this By-law, any person who fails to provide proof of identification satisfactory to the Provincial Offences Officer when requested to do so by the Provincial Offences Officer is deemed to obstruct an Officer under this By-Law.”

Should the proposed amendment be approved, it is anticipated that the Clerk will provide an orientation session to the Ontario Provincial Police officers stationed at the Frontenac Detachment regarding the Noise By-law in April 2024.

Financial Implications

Not applicable.

Relationship to Strategic Plan

Not applicable to this report.

This initiative adheres to the following strategic pillars and directions of the 2023-2026 Strategic Plan.

- Pillars: Choose an item.
- Action Item (If Applicable): Insert Text

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

- Ontario Provincial Police

Attachments

Exhibit A – By-law 2024-19

Approvals

Submitted By:



James Thompson, Clerk

Approved By:



Louise Fragnito, Chief Administrative Officer

By-Law Number 2024-19

A By-Law to Amend By-Law 2015-41, “A By-Law To Prohibit And Regulate Noise Within The Township Of South Frontenac”

Whereas Council desires to update By-law 2015-41;

Therefore Be It Resolved That the Council of the Corporation of the Township of South Frontenac hereby enacts as follows:

- 1. By-law 2015-41, As Amended, “A By-law to Prohibit and Regulate Noise Within the Township of South Frontenac”, is hereby amended as follows:

Section 7. is amended to add the phrase “and the Ontario Provincial Police” after the word “Municipality” and the phrase “, Ontario Provincial Police” following the word Officer in the first sentence of Clause ‘a’ to read as follows:

This by-law shall be enforced by the by-law enforcement officers of the Municipality and the Ontario Provincial Police.

- a) No person shall obstruct or hinder or attempt to obstruct or hinder a Provincial Offences Officer, Ontario Provincial Police Officer or other authorized employee or agent of the Township in the exercise of a power or the performance of a duty under this by-law. Without limiting the generality of the foregoing, for purposes of this By-law, any person who fails to provide proof of identification satisfactory to the Provincial Offences Officer when requested to do so by the Provincial Offences Officer is deemed to obstruct an Officer under this By-Law.”

- 2. This By-law shall come into force and take effect on the date of its passage.

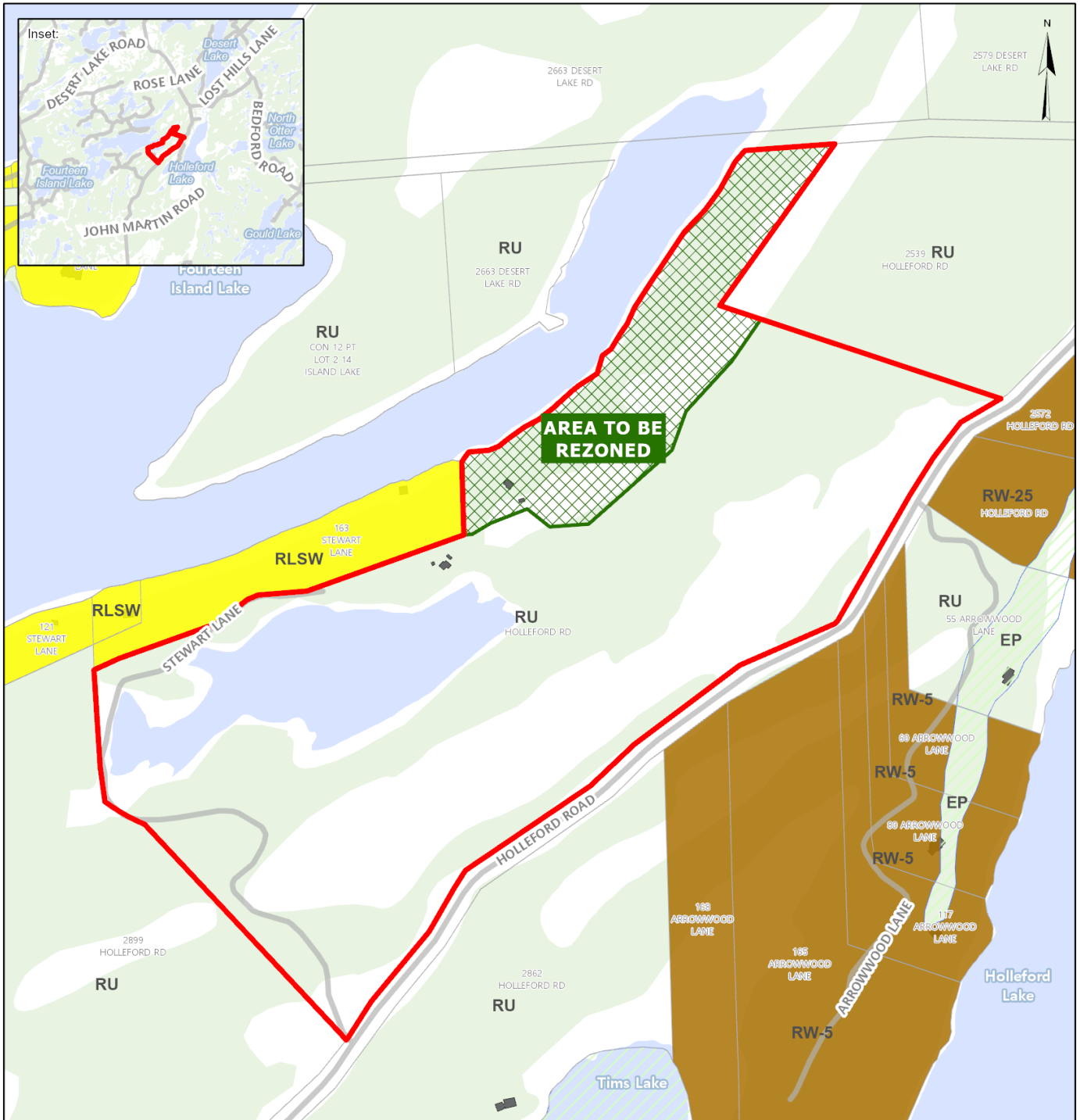
Given First and Second Readings: Tuesday, March 5, 2024

Given Third Reading and Passed: Tuesday, March 5, 2024

James Thompson, Clerk

Ron Vandewal, Mayor

Schedule 1 of By-law 2024-20



<p>SOUTH FRONTENAC (TASNEEM) STEWART LANE PL-ZBA-2024-0006</p> <p>0 37.5 75 150 m Scale: 1:6,000</p>	<p>LEGEND</p> <p> Subject Property</p> <p> Area to be Rezoned</p> <p> Parcels</p> <p> Building Footprints</p> <p> Wooded Area</p> <p> Waterbody</p> <p> Road</p>		<p>Zoning</p> <p> AGRICULTURAL ZONE (A)</p> <p> COMMUNITY FACILITY ZONE (CF)</p> <p> ENVIRONMENTAL PROTECTION ZONE (EP)</p> <p> MOBILE HOME RESIDENTIAL ZONE (MHR)</p> <p> OPEN SPACE - PUBLIC ZONE (OS)</p> <p> OPEN SPACE - PRIVATE ZONE (OSP)</p> <p> PIT 'A' ZONE (PA)</p>		<p> PIT 'B' ZONE (PB)</p> <p> QUARRY 'A' ZONE (QA)</p> <p> QUARRY 'B' ZONE (QB)</p> <p> RESIDENTIAL ZONE (R)</p> <p> RURAL COMMERCIAL ZONE (RC)</p> <p> RURAL INDUSTRIAL ZONE (RI)</p> <p> LIMITED SERVICE RESIDENTIAL ZONE (RLS)</p>		<p> LIMITED SERVICE RESIDENTIAL - ISLAND ZONE (RLSI)</p> <p> LIMITED SERVICE RESIDENTIAL - WATERFRONT ZONE (RLSW)</p> <p> RECREATIONAL RESORT COMMERCIAL ZONE (RRC)</p> <p> RURAL ZONE (RU)</p> <p> WATERFRONT RESIDENTIAL ZONE (RW)</p> <p> SALVAGE YARD INDUSTRIAL ZONE (SI)</p> <p> TEMPORARY USE ZONE (TUZ)</p>		<p> URBAN COMMERCIAL ZONE (UC)</p> <p> URBAN INDUSTRIAL ZONE (UI)</p> <p> URBAN MULTIPLE RESIDENTIAL ZONE (UMR)</p> <p> URBAN RESIDENTIAL ZONE - FIRST DENSITY ZONE (UR1)</p> <p> URBAN RESIDENTIAL ZONE - SECOND DENSITY (UR2)</p> <p> WASTE DISPOSAL ZONE (WD)</p>	
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Township of South Frontenac

Staff Report



To: Council

Prepared by: Office of the Chief Administrative Officer

Date of Meeting: March 5, 2024

Subject: **Appointment of Director of Corporate Services & Treasurer**

Summary

Staff recommend that Council approve By-law 2024-22 in order to appoint Arundhati Mohile as Director of Corporate Services and Treasurer of the Corporation of the Township of South Frontenac.

Recommendation

That By-law 2024-22 being a By-law to appoint Arundhati Mohile as Director of Corporate Services and Treasurer be given first and second reading; and

That By-law 2024-22 be given third reading, signed and sealed.

Background

The [Municipal Act](#), 2021 states as follows:

“**286** (1) A municipality shall appoint a treasurer who is responsible for handling all of the financial affairs of the municipality on behalf of and in the manner directed by the council of the municipality, including,

- (a) collecting money payable to the municipality and issuing receipts for those payments;
- (b) depositing all money received on behalf of the municipality in a financial institution designated by the municipality;
- (c) paying all debts of the municipality and other expenditures authorized by the municipality;
- (d) maintaining accurate records and accounts of the financial affairs of the municipality;
- (e) providing the council with such information with respect to the financial affairs of the municipality as it requires or requests;
- (f) ensuring investments of the municipality are made in compliance with the regulations made under section 418, if applicable; and

(g) complying with any requirements applicable to the treasurer under section 418.1. 2001, c. 25, s. 286 (1); 2017, c. 10, Sched. 1, s. 35.”

Discussion/Analysis

Staff recommend that Arundhati Mohile be appointed as Director of Corporate Services and Treasurer, effective March 6, 2024.

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.

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 2024-22 – A By-law to Appoint a Director of Corporate Services and Treasurer

Approvals

Approved By:



Louise Fragnito, CPA, CGA
Chief Administrative Officer

**TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2024-22**

**A BY-LAW TO APPOINT A DIRECTOR OF CORPORATE SERVICES AND
TREASURER**

WHEREAS Section 286 (1) of the Municipal Act, 2001, as amended, provides that Council shall appoint a Treasurer who is responsible for handling all of the financial affairs of the municipality on behalf of and in the manner directed by the council of the municipality, including,

- (a) collecting money payable to the municipality and issuing receipts for those payments;
- (b) depositing all money received on behalf of the municipality in a financial institution designated by the municipality;
- (c) paying all debts of the municipality and other expenditures authorized by the municipality;
- (d) maintaining accurate records and accounts of the financial affairs of the municipality;
- (e) providing the council with such information with respect to the financial affairs of the municipality as it requires or requests;
- (f) ensuring investments of the municipality are made in compliance with the regulations made under section 418, if applicable; and
- (g) complying with any requirements applicable to the treasurer under section 418.1. 2001, c. 25, s. 286 (1); 2017, c. 10, Sched. 1, s. 35.

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

- 1. That Arundhati Mohile hereby appointed as Director of Corporate Services and Treasurer for the Corporation of the Township of South Frontenac effective March 6, 2024.
- 2. That By-law 2023-98 and all other by-laws, resolutions that are not consistent with or which are contrary to the provisions of this by-law are hereby repealed.
- 3. That this By-law shall come into force and take effect on March 6, 2024.

Dated at the Township of South Frontenac this 5 day of March 5, 2024.

Read a first and second time this 5 day of March, 2024.

Read a third time and finally passed this 5 day of March 5, 2024.

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

Ron Vandewal, Mayor

James Thompson, Clerk

Township of South Frontenac Staff Report



To: Council

From: Corporate Services Department

Date of Meeting: Tuesday, March 5, 2024

Subject: 2023 Statement of remuneration and expenses paid to Council Members

Report Number: 2024-035

Summary

This report provides a summary of 2023 Council remuneration and expenses paid by the Township, or any other body, while representing the Township as a member of Council.

Recommendation

This Report is for information purposes only.

Background

The Municipal Act, 284 (1), states that the treasurer of a municipality shall in each year on or before March 31 provide to the council of the municipality an itemized statement of remuneration and expenses paid in the previous year to “each member of council in respect of his or her services as a member of the council or any other body, including a local board, to which the member has been appointed by council or on which the member holds office by virtue of being a member of council”.

The Municipal Act also states that the statement will identify the by-law under which the remuneration or expenses were authorized to be paid and that, despite the Municipal Freedom of Information and Protection of Privacy Act, this statement is a public record. Remuneration is paid based on by-law 2007-15, “A By-Law to Provide for the Remuneration for Members of Council”. Council remuneration was reviewed and updated under resolution 2018-18-06, 2019-18-17 and 2023-21-15.

Discussion/Analysis

The breakdown of Remuneration and Expenses paid to Council Members for the Year Ended December 31, 2023 is provided below. Payments under “Other” consist primarily of communication and travel expenses. The communication allowance is paid at the same time as the honorarium at a rate of \$100 per month.

NAME	TOTAL	MEETINGS	HONORARIUM	CONFERENCE PER DIEM	MILEAGE	OTHER
CHARLENE GODFREY	22,326.23	1,760.00	16,959.39	1,000.00	1,406.84	1,200.00
RAY LEONARD	21,120.46	1,800.00	16,959.39	750.00	411.07	1,200.00
DOUG MOREY	20,486.63	1,350.00	16,959.39	750.00	227.24	1,200.00
STEVEN PEGRUM	26,554.96	3,600.00	16,959.39	750.00	4,045.57	1,200.00
NORM ROBERTS	24,886.68	3,270.00	16,959.39	750.00	2,707.29	1,200.00
RANDY RUTTAN	22,510.58	2,600.00	16,959.39	-	1,751.19	1,200.00
RON SLEETH	26,332.48	850.00	24,040.48	-	242.00	1,200.00
SCOTT TRUEMAN	18,159.39	-	16,959.39	-	-	1,200.00
RON VANDEWAL	42,584.10	1,350.00	36,756.36	-	3,277.74	1,200.00
	224,961.51	16,580.00	179,512.57	4,000.00	14,068.94	10,800.00

Relationship to Strategic Plan

- Not applicable to this report.
- This initiative adheres to the following strategic pillars and directions of the 2023-2026 Strategic Plan.
 - Pillars: Choose an item.
 - Action Item (If Applicable): Insert Text

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.

Approvals

Submitted By:



Stephanie Kuca, Deputy Treasurer

Approved By:



Louise Fragnito, Chief Administrative Officer

Township of South Frontenac Staff Report



To: Council

From: Director, Public Services

Date of Meeting: Tuesday, March 5, 2024

Subject: 2024 Department Priorities

Report Number: 2023-038

Summary

The purpose of this report is to provide Council an update on this year's major projects and initiatives for the Public Services Department.

Recommendation

This Report is for information purposes only.

Background

During the Council orientation presentations, the Public Services Department informed Council on regulatory changes from the Province that were changing how the Township conducts business and departmental priorities for 2023. The purpose of this briefing is to provide Council an update on major projects and initiatives the department is working on this year in addition to the approved capital and operating programs.

Discussion/Analysis

Blue Box Transition

On September 19, 2023 Council was provided an update on the Provincial Blue Box Transition Ontario Regulation 391/21. Circular Materials Ontario has set a deadline of March 15, 2024 for Municipalities to opt-in or opt-out of providing recycle collection during the transition period of July 1, 2025 to December 31, 2025. A recommendation will be provided for this in a separate report.

Asset Management Plan

Ontario Regulation 588/17 required Municipalities to develop asset management plans (AMP). Last year the Township completed the first phase of the AMP for the core infrastructure assets. The second phase of the AMP is for the non-core assets and includes things like facilities, equipment, fleet, IT infrastructure, park infrastructure and sidewalks. Development of the AMP for these assets including proposed level of service, lifecycle management, and financial strategy is required by July 1, 2024.

Building Condition Assessment

The 2023 capital budget had an approved project to update building condition assessment. The last building condition assessment was completed in 2016 and the intent of the project was to update the information. Facilities are a requirement in the second phase of the AMP and because of this the scope of the project has increased to breaking out the major components in each facility and providing the data in a format to be used in the AMP. This assignment is forecasted to be completed by October 31st, 2024.

Climate Action Plan

The Township has started development of a corporate climate change action plan with Strategy Corp. This will require the Public Services department to compile data on energy systems and use to help develop a base line for GHG emissions for the plan. The Township is also required to report annual energy use to the Province under Ontario Regulation 25/23. The annual reporting for 2022 and 2023 is required by July 1, 2024 and staff time will be required to sort the historical data and produce these reports.

Environmental Compliance Approval – Stormwater Management System

This year, the Township will be required to initiate a monitoring and performance program for the Township's stormwater assets. Public Services will also be moving forward with the first year of mandatory reporting to the Ministry under the new ECA program. These new legislated requirements are expected to require additional and dedicated staffing resources going forward under the new program.

Recreation Fee & Facility Allocation Policy

On March 7, 2023 Council approved the award of the Recreation Service Fee & Facility Allocation project to Sierra Planning & Management. The project scope was to review current service levels and agreements with user groups and to provide a recommendation on possible fee structures with sample rental agreements. The project is wrapping up and the findings will be presented to the Recreation Committee and Council in the second quarter of 2024.

Hearing Loss Prevention Program

Ontario Regulation 381/15 under the Occupational Health and Safety Act requires employers to ensure no worker is exposed to a sound level greater than a time-weighted average exposure limit of 85 dBA measured over an 8-hour work day. The Townships health and safety policies and standard operating procedures for hearing protection need to be updated to reflect this requirement to ensure staff are wearing hearing protection with the proper noise reduction rating to protect the worker.

Financial Implications

None.

Relationship to Strategic Plan

Not applicable to this report.

This initiative adheres to the following strategic pillars and directions of the 2023-2026 Strategic Plan.

- Pillars: Choose an item.
- Action Item (If Applicable): Insert Text

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

Manager of Engineering and Capital Projects

Manager of Operations and Fleet

Manager of Recreation and Facilities

Attachments

Exhibit A – Briefing Presentation

Approvals

Submitted By:



Kyle Bolton, Director of Public Services

Approved By:



Louise Fragnito, Chief Administrative Officer

Township of South Frontenac Staff Report



To: Council

From: Director, Public Services

Date of Meeting: Tuesday, March 5, 2024

Subject: Delegated Authority for Fleet Procurements

Report Number: 2023-039

Summary

This report provides information on fleet projects awarded under delegated authority.

Recommendation

This Report is for information purposes only.

Background

Delegated authority reporting to Council in accordance with the Township's purchasing policy.

Discussion/Analysis

Capital Project 23-70 – Bulldozer

Equipment procured from Toromont CAT for \$235,699.76 through group purchasing organization LAS Canoe contract #032119-CAT. Project was 4.6 percent over budget and approved by the Director of Public Services as per the purchasing policy.

Capital Project 23-71 and 24-21 – Tandem Plow Trucks

Trucks procured from RUSH Truck Centre for \$429,833.57 each through group purchasing organization Sourcewell contract #060920-NVS. Approval received at the November 7, 2023 meeting of Council resolution # 2023-32-07.

Capital Project 23-72 – Asphalt Hot Box

Equipment procured from Insta-Mix for \$48,626.52 through public tender PS-2023-25 with five submissions received. Project was 1.3 percent over budget and approved by the Director of Public Services as per the purchasing policy.

Capital Project 24-22 – Tandem Roller-Pro Truck

Truck procured from RUSH Truck Centre for \$580,236.77 through group purchasing organization Sourcewell contract #060920-NAV. Approval received at the November 7, 2023 meeting of Council resolution # 2023-32-07.

Capital Project 24-23 – Two 1-Ton Trucks

Two trucks procured from Finch Chevrolet Buick GMC Ltd for \$146,323.76 through public tender PS-2023-03 with two submissions received. Project projected to be within budget with the remaining purchase of plow and electric sanders.

Capital Project 24-24 – 3-Ton Dump Truck

Truck procured from Petrie Ford Sales Ltd for \$123,977.26 through public tender PS-2024-08 with two submissions received. Project was 1.5% over budget and approved by the Director of Public Services as per the purchasing policy.

Financial Implications

Project #	Project	Budget	Actuals	Variance
23-70	Bulldozer	\$225,000	\$235,399.76	-\$10,399.76
23-71	Tandem Dump Truck/Plow	\$430,000	\$422,399.34	\$7,600.66
23-72	72-Asphalt Hot Box	\$48,000	\$48,626.52	-\$626.52
24-21	Tandem Plow Truck	\$430,000	\$422,399.34	\$7,600.66
24-22	Tandem Roller-Pro Truck	\$625,000	\$580,236.77	\$44,763.23
24-23	Two 1-Ton Trucks	\$230,000	\$146,323.76	\$83,676.24*
24-24	3-Ton Dump Truck	\$120,000	\$121,833.00	-\$1,833.00

*Pending further purchase – separate vendor.

Relationship to Strategic Plan

- Not applicable to this report.
- This initiative adheres to the following strategic pillars and directions of the 2023-2026 Strategic Plan.
 - Pillars: Choose an item.
 - Action Item (If Applicable): Insert Text

Climate Considerations

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

Notice/Consultation

Director of Corporate Services

Attachments

None.

Approvals

Prepared By: Brian Kirk, Manager of Operations and Fleet

Submitted By:



Kyle Bolton, Director of Public Services

Approved By:



Louise Fragnito, Chief Administrative Officer

Township of South Frontenac Staff Report



To: Council
From: Director, Public Services
Date of Meeting: Tuesday, March 5, 2024
Subject: Public Services Department Quarterly Update
Report Number: 2024-040

Summary

The purpose of this report is to provide Council with the Public Services Department fourth quarter update.

Recommendation

This Report is for information purposes only.

Background

The Public Services Department will be providing quarterly updates to Council on department items that pertain to Council initiatives, the strategic plan, and capital & operating projects. A 2023 capital projects update is attached as Exhibit A for information.

Discussion/Analysis

The Public Works Department wrapped up the year completing over fifteen million dollars in capital projects and closing out 16 carry over projects from the 2021 and 2022 capital budgets.

Engineering and Capital Projects

- The department completed 42.2km of reconstruction and rehabilitation on the hard surface road network, which accounts for 7 percent of the total network.
- Successfully completed the first year of the five year capital plan that was endorsed on May 2, 2023. Engineering and geotechnical work has commenced on the second year road candidates and the plan is still on track.
- Completion of the asset management plan update for the core infrastructure assets.

Operations and Fleet

- New automatic vehicle location (AVL) system has been installed in all plow trucks and operational for the winter season. Remaining light duty vehicles will be completed in Q1 2024.

- Completion of new fuel pump system at the Storrington yard and conversion to new GIR card lock system. The system is providing accurate and efficient financial reporting on fuel allocation.

Recreation and Facilities

- Glendower court resurfacing completed and features four standalone Pickleball courts and a Doubles Tennis Court. Plans to add basketball nets Q2 2024.
- Centennial Park Playground upgrades complete with rubberized surface under play structure and a new swing set including an accessible swing.
- The Volunteer Appreciation Luncheon event was hosted on December 10th and included over 60 volunteers, with three volunteers receiving special recognition at the event.
- Municipally supported events in the fourth quarter included two Drive Thru to Fight the Flu Shot Clinics, the Sydenham and Battersea Santa Clause Parades, and the Frontenac Farmers Market Holiday Market.

Financial Implications

None.

Relationship to Strategic Plan

Not applicable to this report.

This initiative adheres to the following strategic pillars and directions of the 2023-2026 Strategic Plan.

- Pillars: Choose an item.
- Action Item (If Applicable): Insert Text

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

Manager of Engineering and Capital Projects

Manager of Operations and Fleet

Manager of Recreation and Facilities

Attachments

Exhibit A – 2023 Capital Project Update

Approvals

Submitted By:



Kyle Bolton, Director of Public Services

Approved By:



Louise Fragnito, Chief Administrative Officer

2023 Capital Works Update - Public Services Department

PROJECT #	PROJECT NAME	STAFF CONTACT	AWARDED TO	FORECASTED COMPLETION	COMMENTS
FLEET					
21-19	Half Ton Truck	B. Kirk	Petrie Ford	COMPLETED Q3	Received Truck.
22-01	Preorder Two Tandems (2023 delivery)	B. Kirk	Rush Truck Centres	COMPLETED Q2	Received both trucks in May
22-15	Half Ton Truck	B. Kirk	Petrie Ford	COMPLETED Q3	Received Truck.
22-16	3/4 Ton Truck (Revised to One Ton)	B. Kirk	Gananoque Motors	COMPLETED Q3	Received Truck.
23-70	Bulldozer	B. Kirk	Tormont CAT	COMPLETED Q4	Received Bulldozer.
23-71	Tandem Dump Truck/Plow	B. Kirk	Rush Truck Centres	2025	Ordered.
23-72	72-Asphalt Hot Box	B. Kirk	Insta-Mix	COMPLETED Q4	Received Hot Box.
23-73	1/2 Ton Truck	B. Kirk	Petrie Ford	COMPLETED Q4	Received truck.
23-74	3/4 Ton Truck (Revised to One Ton)	B. Kirk	Gananoque Motors	COMPLETED Q4	Received truck.
23-75	Tandem Axle Utility Trailer	B. Kirk	Built-Tuff Trailers	COMPLETED Q1	Trailer purchased and in service.
23-77	Snow Blower Attachment	B. Kirk	Hartington Equipment	Q1 2024	Postponed till 2024.
23-78	Light Duty SUVs (2)	B. Kirk	Petrie Ford	COMPLETED Q4	Ordered. 5-6 Months to Delivery
23-31	Light Duty Vehicle Hoist	B. Kirk	Napa Auto Parts	COMPLETED Q1	Hoist installed and in service
23-34	Automatic Vehicle Location System (AVL)	B. Kirk	Trackmatics Inc	COMPLETED Q4	Recommendation to Council
ROADS INFRASTRUCTURE					
20-R01	Buck Bay Road Bridge	T. Dunlop	Willis Kerr	COMPLETED Q3	As-builts Complete Aug 25th. Under warranty period.
19-R05	Fish Creek Road Bridge	T. Dunlop	Ambashi /GGG	Q3 2024	Ph 1 Archaeological Complete, RVCA and Transport Canada Approvals Remain
21-R01	Battersea Road	T. Dunlop	Len Corcoran Excavating	COMPLETED Q3	Completed July 10th. Under warranty period.
21-R06	Battersea - New Sidewalks / Sidewalk Construction	T. Dunlop	Dig N Dirt	COMPLETED Q4	Completed Oct 25th. Under warranty period.
21-R07	Guiderail Program	T. Dunlop	TBD	COMPLETED Q4	Complete - Funding allocated to work on Wilmer Culvert Replacement # 23-44)
21-R08	Streetlights (includes 18-17/19-14/20-20) / Streetlight Program	T. Dunlop	Township Forces	Q4 2024	Reviewing Site Candidates (3 New Lights) Design 2023, Build 2024
22-17	12th Con Bridge (B32) Repair	T. Dunlop	Greer Galloway Group	Q3 2024	Design complete. Permit review underway with RVCA. Repairs in 2024
22-18	Eagle Creek Culvert (B31) Design	T. Dunlop	HP Engineering	Q4 2024	Design complete. Permit to be secured with RVCA 2024. Construction 2025
22-19	Opinicon Road Culvert (C12) Design	T. Dunlop	HP Engineering	Q4 2024	Awarded to Marathon Underground Constructors Corp. Construction in 2024.
22-20	Burego Lane Culverts (B6) Replacement	T. Dunlop	Township Forces	COMPLETED Q3	Completed by Township Forces.
22-29	Alton Road West (Design - Local Rds)	T. Dunlop	Township Forces	COMPLETED Q3	Completed by Township Forces.
22-58	Buck Lake Accident	K. Bolton	Greer Galloway Group	TBD	Geotechnical for slope stability complete. Discussions underway with CRCA.
23-40	Sunbury Road (Battersea Rd to Factory Rd)	T. Dunlop	GIP Inc.	COMPLETED Q4	Completed Oct 4th. Under warranty period.
23-42	North Shore Road (Hewlett Packard Road to Convery Lane)	T. Dunlop	Township Forces	COMPLETED Q3	Completed by Township Forces.
23-43	Surface Treatment (LCB) Preservation	T. Dunlop	Miller Paving Ltd.	COMPLETED Q3	Complete Sept 25th. Some segments deferred due to poor condition.
23-44	Culvert Replacement Wilmer Road	T. Dunlop	Greer Galloway Group	COMPLETED Q4	Completed Dec 20th. Under warranty period.
23-46A	Various Bridges & Culverts	T. Dunlop	TBD	Q4 2023	Covers Minor Repairs / Various Sites - Complete in Q4
23-46B	Bracken Culvert	T. Dunlop	Greer Galloway Group	Q3 2024	Design Complete, Tender closes March 6th, 2024
23-46C	Claire Road Culvert	T. Dunlop	D M Wills	Q2 2024	Design awarded to D. M Wills. Completion in Q2 2024
23-46D	Maynard Bridge	T. Dunlop	Greer Galloway Group	COMPLETED Q4	Complete - Assessed and deck rehabilitation not required. Reallocate Funding.
23-49	Transportation Master Plan	T. Dunlop	TBD	Q4 2025	Delayed by Official Plan and Population Study. Initiate RFP in Q3.
23-50	Pre-Engineering Roads 2024	T. Dunlop	St. Lawrence Testing	Q2 2024	Geotechnical completed (various). Survey work 90% complete.
23-51	Pleasant Valley Municipal Drain - Drainage Act Maintenance	T. Dunlop	Robinson Consulting	Q4 2024	Report presented to Council. Maintenance project approved in 2024 Budget.
23-52	Gravel Road Granular Renewal	T. Dunlop	Township Forces	Q2 2024	Burrige Complete. Garrett and Ramparts Rd completed Spring 2024
23-53	Sydenham Drinking Water System	T. Dunlop	Utilities Kingston	COMPLETED Q4	Completed by Utilities Kingston Dec 2023
23-55	Traffic Counter Units	T. Dunlop	Stinson	COMPLETED Q2	Received delivery of units in May 2023
23-56	Road 38 Preliminary Design	T. Dunlop	Safe Roads Engineering	Q2 2024	Council updated on Jan 9/24. Finalize Report in March 2024.
21-R09	Arterial Reserve (Road 38)	T. Dunlop	N/A	COMPLETED Q4	Complete - Transfer to Asset Reserve at Year End

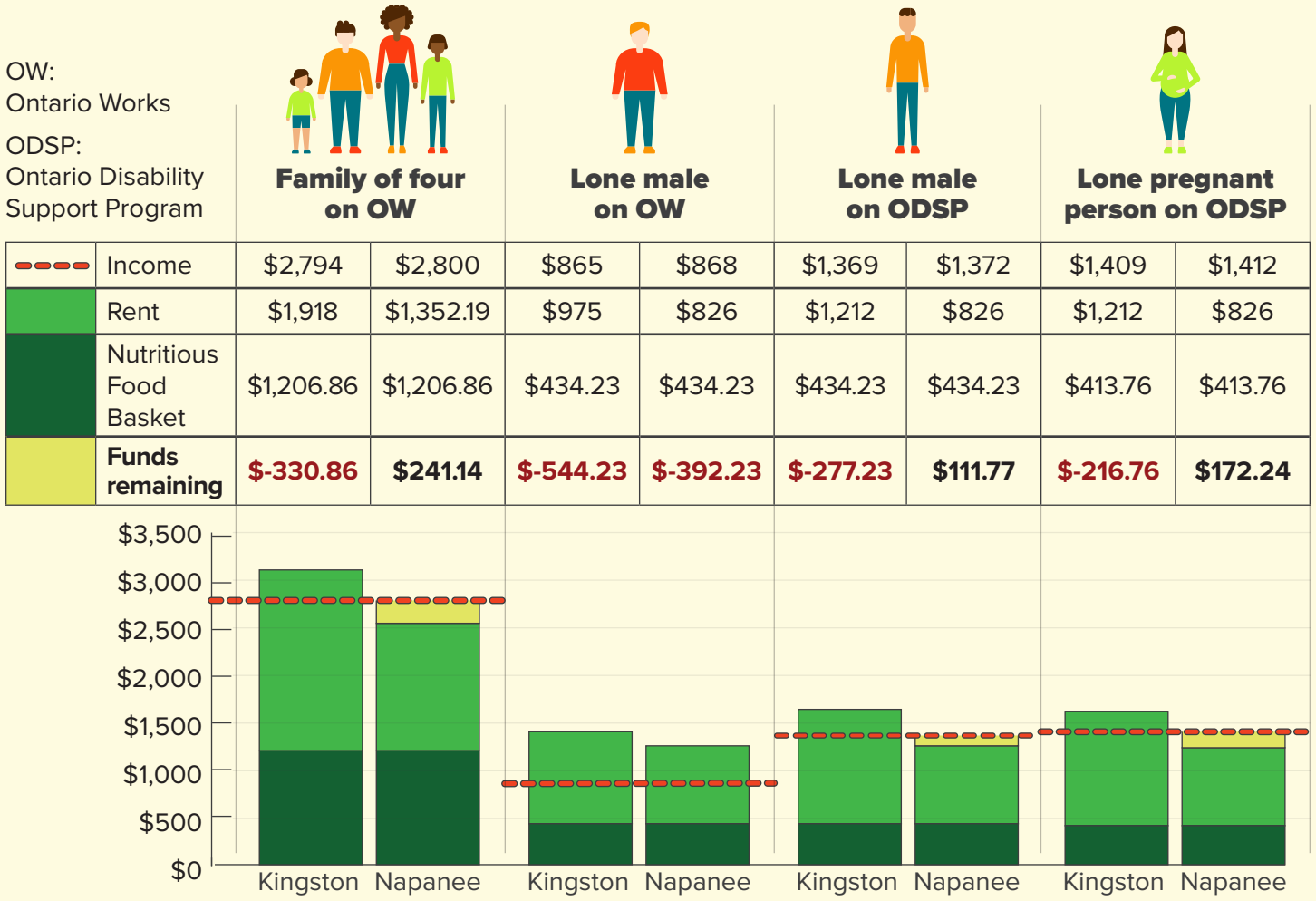
23-30	Electronic Portable Message Boards	K. Bolton	Stinson	COMPLETED Q2	ON BUDGET. Units Delivered May 2023
23-33	Speed Monitoring Radar Sensor (OPP)	T. Dunlop	Black Cat	COMPLETED Q2	ON BUDGET. Unit Received/Delivered to OPP
	FACILITIES				
20-27	Town Hall - Accessible Entrance Ramp & Front Step	T. Laprade		COMPLETED	Project Complete.
21-01	New Firehall - replacing Station 8	T. Laprade	Bourgon Construction	Q2 2024	Deficiencies remaining (As per notice to Bourgon Construction)
23-08	Town Hall Expansion Design	T. Laprade	C&K Architects	Q2 2024	66% drawings scheduled for March.
21-37	Petworth Mill Improvements*	T. Laprade	G&N Contracting	COMPLETED Q4	Project Completed.
22-35	Bellrock Mill Improvements	T. Laprade	G&N Contracting	COMPLETED Q4	Project Completed.
22-32	New Monitoring Wells & Land / Water Rights Purchase	T. Dunlop	Cambium	COMPLETED Q3	Wells drilled September. Complete.
22-33	Storrington Yard - Fabric Replacement on Sand Dome / Storrington Yard - Fabric Replacement on Salt Dome	T. Laprade	Barrett's Farm	COMPLETED Q3	Project Complete
22-36	New Docks - Battersea Village	T. Laprade	Township Forces	COMPLETED Q2	Complete
23-67	Fabric Roof Panels (3) - Keeley Road Sand/Salt Dome	T. Laprade	Barrett's Farm	Q2 2024	Work deferred to Spring 2024
23-60	Verona Medical Clinic - Construction 2nd floor accessible entrance	T. Laprade		Q4 2024	Finalizing design drawings.
23-63	Sydenham - Station 5 - Renovations/Repairs	T. Laprade	Robinson Excavating / Kiley Paving	COMPLETED Q3	Parking lot drainage and paving improvements completed Oct 2023.
23-65	Storrington Yard Fuel System	T. Laprade	DPH Service	COMPLETED Q4	Project completed and new fuel pumps operational.
23-66	Building Condition Assessment Update	T. Laprade		Q4 2024	Project scope increased to include requirements for AMP.
	SYDENHAM WATER				
18-18	Water Hauling Station & Mill Pond Drinking Station	T. Dunlop	Utilities Kingston	Q4 2023	Station installed. Mechanical & Communications complete. Setting up billing.
22-53	SCADA & PLC	T. Dunlop	Utilities Kingston	Q2 2024	Hardware Ordered by UK. Works to proceed Fall/Winter
22-54	Serpentine Piping	T. Dunlop	TBD	Q4 2025	Issue RFP for Engineering Services Q1 - 2024.
	RECREATION				
20-41	Davidson Beach - Access Road to swim area	T. Laprade	Township Forces	Q2 2024	Work postponed to spring 2024 due to weather.
21-25	Battersea Park Gates	T. Laprade			Project cancelled.
22-38	McMullen - Verona Court Project	T. Laprade	Crains/Wallen's	COMPLETED Q3	Court construction and line painting completed in Sept 2023.
22-39	Centennial Multipurpose Facility Two Cover / Roof	T. Laprade		COMPLETED Q2	Project Complete
22-43	Consulting Fee - User Fee & Facility Allocation Policy	T. Laprade	Sierra Planning	Q2 2024	Study wrapping up and report will be presented this spring.
22-44	Recreation Software	T. Laprade			Annual
23-80	Boat Launch/Water Access Review	T. Laprade		Q4 2023	Deferred to 2024
23-83	Glendower Heritage Garden	T. Laprade	J&J Landscape	Q2 2024	Remaining work to be completed spring 2024.
23-84	Storrington Centre Audio Equipment	T. Laprade		COMPLETED Q4	Equipment installed and being initialized week of September 10th
23-85	Storrington Centre Exterior Renovations	T. Laprade		COMPLETED Q4	Contract awarded with work to commence late-September
23-86	Centennial Park Accessible Washrooms - Design work	T. Laprade	Lot 9 Architect	Q2 2024	Architect creating design.
23-87	Glendower Park: Removal of old Equipment	T. Laprade		COMPLETED Q3	Project Completed.
23-88	Purchase of materials for Picnic Tables	T. Laprade	Township Forces	COMPLETED Q2	Complete
23-89	Glendower Community Court Renewal	T. Laprade	Wallen's	COMPLETED Q3	Project Completed.
23-100	Centennial Park Playground Renewal	T. Laprade	Fort Co Ltd	COMPLETED Q4	Project Completed.
23-101	Inverary Playground Equipment Replacement	T. Laprade	Henderson	COMPLETED Q4	Project Completed.
23-103	Princess Anne Repairs	T. Laprade	McCoy Plumbing	COMPLETED Q3	Pipe repairs completed. Insulation pipe wrapping required.
23-104	Centennial Park Diamond and Soccer Bleacher Replace.	T. Laprade	Sport Systems Canada	COMPLETED Q4	Project Completed.
23-105	McMullen Park Building Remediation	T. Laprade		COMPLETED Q3	Work complete

The cost of eating healthy

16% of households in the Kingston, Frontenac and Lennox & Addington (KFL&A) area live with food insecurity.¹ This means that about **1 in 6 households** in the KFL&A area do not know if there will be enough food next week or next month.

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

\$1207



What does it mean to live with food insecurity?

- “I am not able to find food that fits with my cultural identity.”
- “I cannot afford to buy healthy foods.”
- “I have very little money left to buy food after paying rent.”
- “I skip meals so that there is enough food for my children.”

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



What can you do?

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

Advocate for income-based solutions to food insecurity.

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



Resources:

- The Cost of Eating Healthy in KFL&A 2023 full report, kflaph.ca/costofeatinghealthy
- PROOF -Food Insecurity Policy Research: proof.utoronto.ca
- Ontario Dietitians in Public Health- Cent\$less.odph.ca/cent\$less and ODPH Position Statement and Recommendations on responses to Food Insecurity
- Dietitians of Canada- Household Food Insecurity: [dietitians.ca/food insecurity](http://dietitians.ca/food%20insecurity)

1. Ontario Agency for Health Protection and Promotion (Public Health Ontario). Household food insecurity estimates from the Canadian Income Survey: Ontario 2019-2022. Toronto, ON: King's Printer for Ontario; 2023

*Remaining monthly funds available for other costs of living such as heat, hydro, childcare, transportation etc.



Monitoring Local Food Affordability in KFL&A Report

The cost of eating healthy

2023



Food is a basic human right.

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



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

The experience of food insecurity can range from concerns about running out of food before there is money to buy more (marginal), to the inability to afford a balanced diet (moderate), to going hungry, missing meals, and in extreme cases, not eating for whole days because of a lack of food and money for food (severe).³



Food insecurity negatively affects health.¹

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



Food insecure households are likely to:³

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



Food insecurity is highest among:¹

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

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

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

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



heat



hydro



clothing



child care



transportation



dental care



eye care



toiletries and personal care



phone and internet

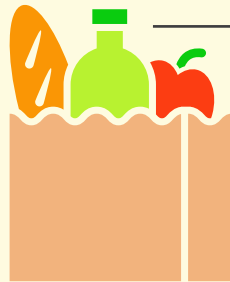


prescription medications



2023 Monitoring local food affordability scenarios

Below are 10 real world scenarios for families and individuals living on a fixed income, social assistance or earning minimum wage. For each scenario, the monthly cost of the Nutritious Food Basket and rent is compared to the monthly income. This shows the important role that income has on food security. It also shows who may experience food insecurity.



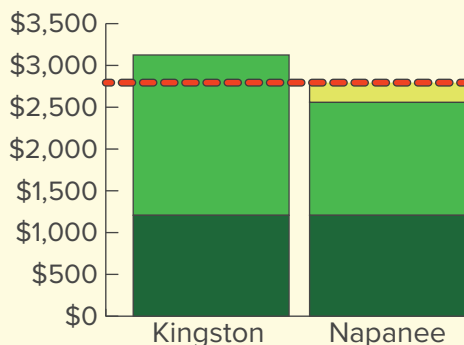
The Nutritious Food Basket contains 61 foods that reflect a healthy eating pattern from Canada's Food Guide.

Many of the scenarios show that social assistance is not enough to pay for rent and food such that by months end there is little, if any, money left over to pay for other basic needs.

The incomes for the Kingston and Napanee scenarios are based on median income (Ontario), Ontario Works, Ontario Disability Support Program and minimum wage, with added government income sources such as Canada Child Benefit, GST/HST credit and Ontario Trillium Benefit etc. See the Appendices for the Nutritious Food Basket calculation, and full list of income scenario sources.



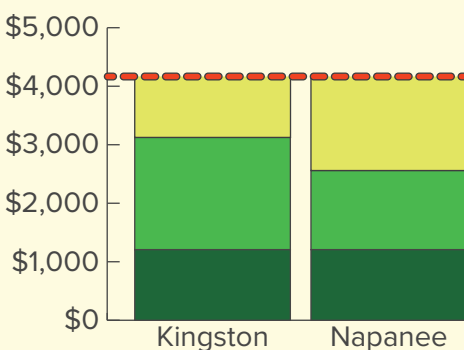
Scenario 1
Family of four on Ontario Works (OW)



	Kingston	Napanee
Income	\$2,794	\$2,800
Rent	\$1,918	\$1,352
Nutritious Food Basket	\$1,206.86	\$1,206.86
Funds remaining	-\$330.86	\$241.14



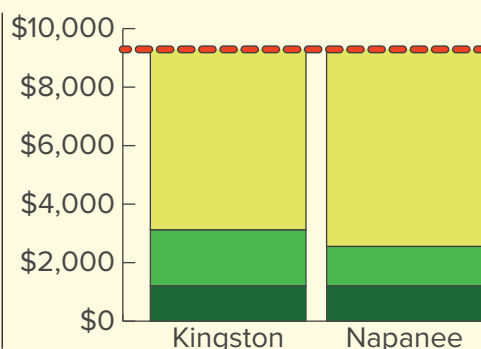
Scenario 2
Family of four with full time minimum wage



	Kingston	Napanee
Income	\$4,160	\$4,166
Rent	\$1,918	\$1,352
Nutritious Food Basket	\$1,206.86	\$1,206.86
Funds remaining	\$1,035.14	\$1,607.14



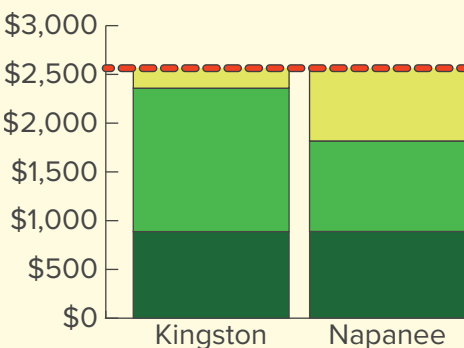
Scenario 3
Family of four with median income



	Kingston	Napanee
Income	\$9,284	\$9,290
Rent	\$1,918	\$1,352
Nutritious Food Basket	\$1,206.86	\$1,206.86
Funds remaining	\$6,159.14	\$6,731.14



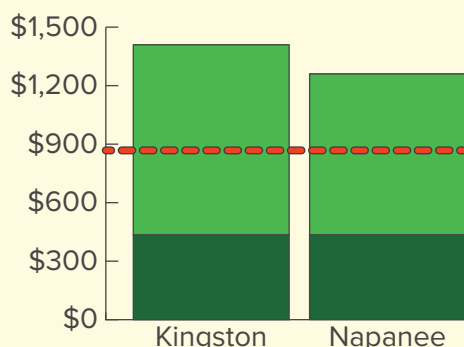
Scenario 4
Lone female with two children on OW



	Kingston	Napanee
Income	\$2,560	\$2,566
Rent	\$1,471	\$930
Nutritious Food Basket	\$887.25	\$887.25
Funds remaining	\$201.75	\$748.75



Scenario 5
Lone male on OW

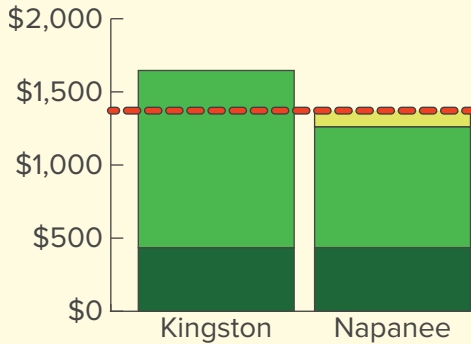


	Kingston	Napanee
Income	\$865	\$868
Rent	\$975	\$826
Nutritious Food Basket	\$434.23	\$434.23
Funds remaining	-\$544.23	-\$392.23



Scenario 6

Lone male on Ontario Disability Support Program (ODSP)

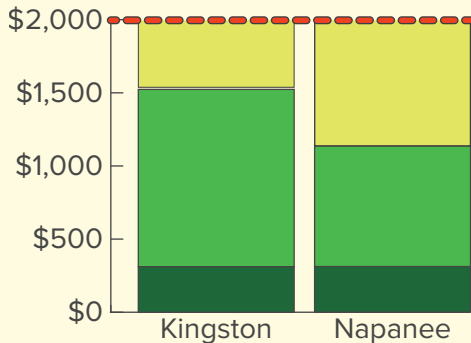


	Kingston	Napanee
Income	\$1,369	\$1,372
Rent	\$1,212	\$826
Nutritious Food Basket	\$434.23	\$434.23
Funds remaining	-\$277.23	\$111.77



Scenario 7

Senior female on Old Age Security and Guaranteed Income Supplement

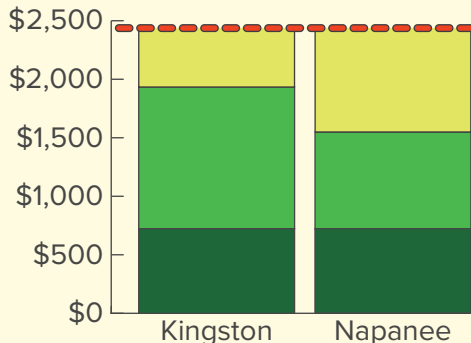


	Kingston	Napanee
Income	\$1,993	\$1,996
Rent	\$1,212	\$826
Nutritious Food Basket	\$311.50	\$311.50
Funds remaining	\$469.50	\$858.50



Scenario 8

Two people on ODSP

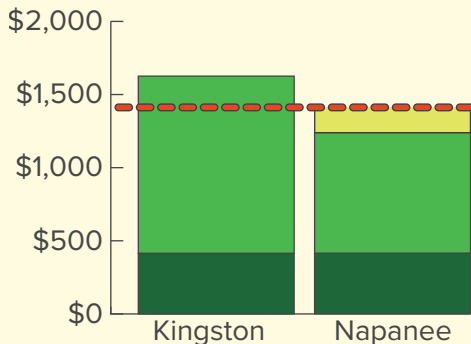


	Kingston	Napanee
Income	\$2,433	\$2,437
Rent	\$1,212	\$826
Nutritious Food Basket	\$722.02	\$722.02
Funds remaining	\$498.98	\$888.98



Scenario 9

Lone pregnant person on ODSP

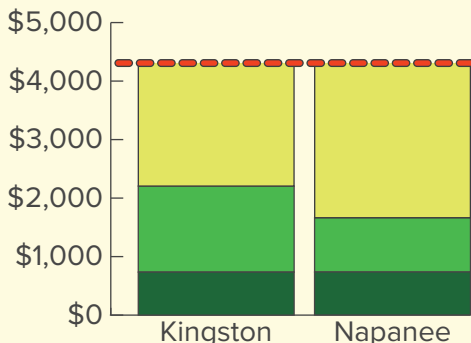


	Kingston	Napanee
Income	\$1,409	\$1,412
Rent	\$1,212	\$826
Nutritious Food Basket	\$413.76	\$413.76
Funds remaining	-\$216.76	\$172.24



Scenario 10

Lone female with two children on full time minimum wage



	Kingston	Napanee
Income	\$4,302	\$4,308
Rent	\$1,471	\$930
Nutritious Food Basket	\$734.71	\$734.71
Funds remaining	\$2,096.29	\$2,643.29



Responses to food insecurity

Income responses are needed to address food insecurity.⁷ Food charity and community food programs cannot address the root cause of food insecurity, which is inadequate income.

Income responses are typically government policies that can improve income security at a systemic level, through income transfers, employment policies, pensions, tax exemptions or credits and social assistance programs.⁸

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

Federal and provincial governments:^{1,9}

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

Federal government:^{1,3}

- Implement policy interventions that have been shown to effectively reduce food insecurity, such as a basic income guarantee for Canadians aged 18 to 64 years.
- Re-evaluate current income supports for very low income, working-aged Canadians and their families such as the Canada Child Benefit and Canada Workers Benefit, to ensure all Canadians can afford to eat healthy food.
- Develop a new definition of “affordable housing”, not based on percentage of total income, and that considers other basic costs of living.
- Support food security in Indigenous communities as part of the *Food Policy for Canada*, emphasizing Indigenous food self-determination and reconciliation as guiding principles.

Provincial government:^{1,9}

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

Municipal governments and local community partners:^{1,9}

- Advocate for federal and provincial government policies and programs to ensure all Canadians can afford to eat healthy food, including:
 - Higher minimum wage rates
 - Increasing social assistance rates
 - Reducing income tax rates for the lowest income households
 - A basic income guarantee
- Facilitate local level initiatives that increase economic resilience for those at greatest risk of food insecurity, such as individuals and families with low incomes, Indigenous Peoples, racialized Canadians, single mothers and people who rent their home. Examples include free income tax filing assistance and targeted support for access to and training for jobs with livable wages and benefits.
- Collaborate with community partners from various sectors, including municipalities and local public health, to determine local priorities to address food insecurity and poverty.



All levels of government have influence over policy and other decisions that have the potential to directly or indirectly increase the amount of money people have available for food and other necessities.¹

KFL&A Public Health has committed to:

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

What can you do?



Learn:

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



Spread the word:

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



Ask for action:

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

References:

1. Li T, St-Germain AAF, Tarasuk, V. Household food insecurity in Canada, 2022 [document on the internet]; 2023 [cited 2024 Feb 6]. Available from: <http://proof.utoronto.ca>
2. Ontario Agency for Health Protection and Promotion (Public Health Ontario). Technical notes: household food insecurity snapshot [Internet]. Toronto, ON: King's Printer for Ontario; c2023 [modified 2022 Sep 30; cited 2023 Nov 21]. Available from: Household Food Insecurity Snapshot | Public Health Ontario
3. Government of Canada. Determining food security status. 2020 Feb 18 [cited 2024 Feb 7]. Available from: www.canada.ca
4. Health Canada. National nutritious food basket; 2020 [cited 2023 Oct 3]. Available from: National nutritious food basket - Canada.ca
5. Ontario Dietitians in Public Health. Monitoring Food Affordability in Ontario, Methodology, Version 4. 2023 Jun [cited 2023 Sep 27]. Available from ODPH Food Affordability Monitoring Subgroup members from: ODPH
6. Health Canada. Canada's food guide; 2019 [cited 2023 Sep 27]. Available from: <https://food-guide.canada.ca>.
7. Li T, Fafard St-Germain AA, Tarasuk V. (2023) Household food insecurity in Canada, 2022. Toronto: Research to identify policy options to reduce food insecurity (PROOF); [cited 2023 Nov 21]. Available from Household-Food-Insecurity-in-Canada-2022-PROOF.pdf (utoronto.ca)
8. Dietitians of Canada. Addressing Household Food Insecurity in Canada: Position statement and recommendations. 2016 May [cited 2023 Sep 27]. Available from: <https://www.dietitians.ca/DietitiansOfCanada/media/Documents/Resources/HFI-Executive-Summary-Dietitians-of-Canada-FINAL.pdf?ext=.pdf>
9. Ontario Dietitians in Public Health. Position statement on responses to food insecurity. 2020 Dec [cited 2023 Sept 29]. Available from: [ps-eng-corrected-07april21_2.pdf](https://www.odph.ca/ps-eng-corrected-07april21_2.pdf) (odph.ca)

Appendix A

Scenario references (Page 5 to 7):

Scenario 1

Two adults (male and female 31 to 50 years of age), two children (girl eight years of age, boy 14 years of age) living in a three bedroom accommodation; Ontario Works (OW).

Scenario 2

Two adults (male and female 31 to 50 years of age), two children (girl eight years of age, boy 14 years of age) living in a three bedroom accommodation; income is based on one minimum wage earner, 40hr/wk, \$15.50/hr (minimum wage in May 2023).

Scenario 3

Two adults (male and female 31 to 50 years of age), two children (girl eight years of age, boy 14 years of age) living in a three bedroom accommodation. NOTE: Income from employment is based on median after-tax income in Ontario- couples with children; however, EI and CPP contributions are calculated using median total income-couples with children. Assumption of a dual income family with a split of 65% / 35% between partners.

Scenario 4

One adult (female 31 to 50 years of age), two children (girl eight years of age, boy 14 years of age) living in a two bedroom accommodation; OW.

Scenario 5

One adult (male 31 to 50 years of age) living in a bachelor accommodation; OW.

Scenario 6

One adult (male 31 to 50 years of age) living in a one bedroom accommodation; Ontario Disability Support Program (ODSP).

Scenario 7

One adult (female 70+ years of age) living in a one bedroom accommodation; income based on Old Age Security and Guaranteed Income Supplement (OAS/GIS).

Scenario 8

Two adults (male and female 31 to 50 years of age) living in a one bedroom accommodation; ODSP.

Scenario 9

One adult (female pregnant 19 to 30 years of age) living in a one bedroom accommodation; ODSP.

Scenario 10

One adult (female 31 to 50 years of age), two children (girl three years of age, boy 4 years of age) living in a two bedroom accommodation; income is based on one minimum wage earner, 40hr/wk, \$15.50/hr (minimum wage in May 2023).

Rental costs are based on averages from the Canadian Mortgage and Housing Corporation (CMHC) Rental Market Survey. The survey is conducted during the first 2 weeks of October in urban areas with populations of 10,000 or more and the results reflect market conditions at that time.

The survey includes both new and existing units in privately initiated structures with at least 3 rental units. The cost for a new tenant would likely be higher, as current tenants are protected from large annual increases by Ontario's residential rent increase guideline. Utility costs (e.g., heat, electricity, hot water) may or may not be included in the rental amounts.

Appendix B

Method used to calculate monthly cost of Nutritious Food Basket NFB.

Refer to Table 1: Weekly Food Costs in KFL&A and select the person's gender, age and their food cost for a week. If there is a group, add each person's weekly food costs together for a subtotal.

Table 1

Weekly Food Costs in the KFL&A area		
Group	Age (years)	Food costs per week
Boy	2 to 3	\$43.88
	4 to 8	\$49.70
Girl	2 to 3	\$43.88
	4 to 8	\$49.19
Male	9 to 13	\$64.46
	14 to 18	\$77.94
	19 to 30	\$88.69
	31 to 50	\$83.57
	51 to 70	\$73.64
	Over 70	\$68.96
Female	9 to 13	\$63.69
	14 to 18	\$63.69
	19 to 30	\$69.18
	31 to 50	\$68.02
	51 to 70	\$62.65
	Over 70	\$59.95
Pregnancy	18 and younger	\$74.70
	19 to 30	\$79.63
	31 to 50	\$78.24
Breastfeeding	18 and younger	\$74.27
	19 to 30	\$78.75
	31 to 50	\$78.24

Using Table 2: Adjustments, multiply the subtotal by the relevant adjustment based on group size. It costs a little more per person to feed a small group and a little less to feed a large group.

Table 2: Adjustments

	Adjustments
1 person	Multiply by 1.20
2 people	Multiply by 1.10
3 people	Multiply by 1.05
4 people	Make no change
5-6 people	Multiply by 0.95
7 or more people	Multiply by 0.09

To find out the monthly food cost, multiply your total by 4.33.

Disclaimer – this is not to be used for budgeting purposes.

Appendix C Kingston 2023 Monitoring Food Affordability in Ontario Income Scenarios Sources

	Scenario 1	Scenario 2	Scenario 3	Scenario 4	Scenario 5	Scenario 6	Scenario 7	Scenario 8	Scenario 9	Scenario 10
Monthly Calculations	Family of Four, Ontario Works	Family of Four, Full-Time Minimum Wage Earner ⁿ	Family of Four, Median Income (after tax) ^b	Lone Parent Household with 2 Children, Ontario Works	One Person Household, Ontario Works	One Person Household, Ontario Disability Support Program	One Person Household, Old Age Security/ Guaranteed Income Supplement	Married Couple, Ontario Disability Support Program	Lone Pregnant Person, Ontario Disability Support Program	Lone Parent Household with 2 Children, Full-Time Minimum Wage Earner ⁿ
Income from Employment		\$2,687.00	\$9,575.00							\$2,687.00
Basic Allowance ^b	\$494.00			\$360.00	\$343.00	\$706.00		\$1,409.00	\$706.00	
Maximum Shelter Allowance ^b	\$756.00			\$697.00	\$390.00	\$522.00		\$821.00	\$522.00	
Old Age Security/ Guaranteed Income Supplement ^c							\$1,723.00			
Ontario Guaranteed Annual Income System ^d							\$83.00			
Canada Child Benefit ^e	\$1,235.00	\$1,192.00	\$248.00	\$1,235.00						\$1,375.00
GST/HST credit ^f	\$78.00	\$78.00		\$78.00	\$26.00	\$32.00	\$39.00	\$51.00	\$32.00	\$78.00
Ontario Trillium Benefit ^g	\$169.00	\$169.00		\$136.00	\$75.00	\$78.00	\$117.00	\$105.00	\$78.00	\$136.00
Canada Worker Benefit ^h		\$159.00								\$159.00
Employment Insurance paid ⁱ		\$-44.00	\$-137.00							\$-44.00
Canada Pension Plan paid ^j		\$-143.00	\$-464.00							\$-143.00
Climate Action Incentive Payment (CAIP) ^k	\$62.00	\$62.00	\$62.00	\$54.00	\$31.00	\$31.00	\$31.00	\$47.00	\$31.00	\$54.00
Pregnancy/Breast-feeding Nutritional Allowance (non-lactose intolerant)									\$40.00	
Total Income	\$2,794.00	\$4,160.00	\$9,284.00	\$2,560.00	\$865.00	\$1,369.00	\$1,993.00	\$2,433.00	\$1,409.00	\$4,302.00

Napanee 2023 Monitoring Food Affordability in Ontario Income Scenarios Sources

	Scenario 1	Scenario 2	Scenario 3	Scenario 4	Scenario 5	Scenario 6	Scenario 7	Scenario 8	Scenario 9	Scenario 10
Monthly Calculations	Family of Four, Ontario Works	Family of Four, Full-Time Minimum Wage Earner ⁿ	Family of Four, Median Income (after tax) ^b	Lone Parent Household with 2 Children, Ontario Works	One Person Household, Ontario Works	One Person Household, Ontario Disability Support Program	One Person Household, Old Age Security/ Guaranteed Income Supplement	Married Couple, Ontario Disability Support Program	Lone Pregnant Person, Ontario Disability Support Program	Lone Parent Household with 2 Children, Full-Time Minimum Wage Earner ⁿ
Income from Employment		\$2,687.00	\$9,575.00							\$2,687.00
Basic Allowance ^b	\$494.00			\$360.00	\$343.00	\$706.00		\$1,409.00	\$706.00	
Maximum Shelter Allowance ^b	\$756.00			\$697.00	\$390.00	\$522.00		\$821.00	\$522.00	
Old Age Security/ Guaranteed Income Supplement ^c							\$1,723.00			
Ontario Guaranteed Annual Income System ^d							\$83.00			
Canada Child Benefit ^e	\$1,235.00	\$1,192.00	\$248.00	\$1,235.00						\$1,375.00
GST/HST credit ^f	\$78.00	\$78.00		\$78.00	\$26.00	\$32.00	\$39.00	\$51.00	\$32.00	\$78.00
Ontario Trillium Benefit ^g	\$169.00	\$169.00		\$136.00	\$75.00	\$78.00	\$117.00	\$105.00	\$78.00	\$136.00
Canada Worker Benefit ^h		\$159.00								\$159.00
Employment Insurance paid ⁱ		\$-44.00	\$-137.00							\$-44.00
Canada Pension Plan paid ^j		\$-143.00	\$-464.00							\$-143.00
Climate Action Incentive Payment (CAIP) ^k	\$68.00	\$68.00	\$68.00	\$60.00	\$34.00	\$34.00	\$34.00	\$51.00	\$34.00	\$60.00
Pregnancy/Breast-feeding Nutritional Allowance (non-lactose intolerant)									\$40.00	
Total Income	\$2,800.00	\$4,166.00	\$9,290.00	\$2,566.00	\$868.00	\$1,372.00	\$1,996.00	\$2,437.00	\$1,412.00	\$4,308.00

Appendix D

References for Income Sources for Scenarios:

- a. Due to the Northern Ontario Energy Credit portion of the Ontario Trillium Benefit (OTB), this spreadsheet is applicable for Ontario excluding the districts of Algoma, Cochrane, Kenora, Manitoulin, Nipissing, Parry Sound, Rainy River, Sudbury (including the City of Greater Sudbury), Thunder Bay, and Timiskaming.
- b. Basic and maximum shelter allowance. Ontario Works (OW) and Ontario Disability Support Payment (ODSP) rates as of May 2023. Source: Social Assistance, Pension and Tax Credit Rates April to June 2023 Ministry of Children, Community and Social Services. https://www.odph.ca/upload/membership/document/2023-06/april-june-2023-social-assistance-pension-tax-credit-rates_1.pdf#upload/membership/document/2023-06/april-june-2023-social-assistance-pension-tax-credit-rates_1.pdf [https://www.odph.ca/upload/membership/document/2023-09/social-assistance-pension-tax-credit-rates-brochure-october-to-d.pdf](https://www.odph.ca/upload/membership/document/2023-09/social-assistance-pension-tax-credit-rates-brochure-october-to-d.pdf#upload/membership/document/2023-09/social-assistance-pension-tax-credit-rates-brochure-october-to-d.pdf) (Accessed 16 Oct 2023).
- c. Old Age Security and Guaranteed Income Supplement (OAS/GIS) rates as of May 2023. Source: Social Assistance, Pension and Tax Credit Rates April to June 2023. https://www.odph.ca/upload/membership/document/2023-06/april-june-2023-social-assistance-pension-tax-credit-rates_1.pdf#upload/membership/document/2023-06/april-june-2023-social-assistance-pension-tax-credit-rates_1.pdf (Accessed 16 October 2023).
- d. Ontario Guaranteed Annual Income System rates as of May 2023. Source: Social Assistance, Pension and Tax Credit Rates April to June 2023. https://www.odph.ca/upload/membership/document/2023-06/april-june-2023-social-assistance-pension-tax-credit-rates_1.pdf#upload/membership/document/2023-06/april-june-2023-social-assistance-pension-tax-credit-rates_1.pdf (accessed 16 October 2023).
- e. Canada Child Benefit (CCB) includes Canada Child Benefit monthly amount, and Ontario Child Benefit monthly amount. Figures derived from Child and Family Benefits Calculator <https://www.canada.ca/en/revenue-agency/services/child-family-benefits/child-family-benefits-calculator.html> for Tax Year 2021 (accessed 16 October 2023).
- f. Based on net annual income. GST/HST is issued on a quarterly basis, but calculated on a monthly basis. Figures derived from Child and Family Benefits Calculator <https://www.canada.ca/en/revenue-agency/services/child-family-benefits/child-family-benefits-calculator.html> for Tax Year 2021 (accessed 16 October 2023).
- g. Ontario Trillium Benefit (OTB) includes Ontario Energy and Property Tax Credit, the Northern Ontario Energy Credit, and Ontario Sales Tax Credit. Based on average apartment rental rates for Ontario and net annual income in 2021. Benefit is issued on a monthly basis. Figures derived from Child and Family Benefits Calculator <https://www.canada.ca/en/revenue-agency/services/child-family-benefits/child-family-benefits-calculator.html> for Tax Year 2021 (accessed 16 October 2023).
- h. Canada Worker Benefit. Eligibility with net income less than \$42,197 (2021 tax year Basic CWB for eligible dependants) ARCHIVED - 5000-S6 Schedule 6 - Canada Workers Benefit (for all except QC, AB, and NU) - Canada.ca <https://www.canada.ca/content/dam/cra-arc/formspubs/pbg/5000-s6/5000-s6-21e.pdf> (accessed 04 October 2023).
- i. EI premium rates and maximums 2023. <https://www.canada.ca/en/revenue-agency/services/tax/businesses/topics/payroll/payroll-deductions-contributions/employment-insurance-ei/ei-premium-rates-maximums.html> (accessed 04 October 2023).
- j. CPP contribution rates, maximums and exemptions 2023. <https://www.canada.ca/en/revenue-agency/services/tax/businesses/topics/payroll/payroll-deductions-contributions/canada-pension-plan-cpp/cpp-contribution-rates-maximums-exemptions.html> (accessed 04 October 2023).
- k. Climate Action Incentive Payment Amounts. Includes basic amount (Kington and Napanee) and supplement amount (Napanee only) for small and rural communities. Benefit is issued on a quarterly basis. Figures derived from Child and Family Benefits Calculator <https://www.canada.ca/en/revenue-agency/services/child-family-benefits/child-family-benefits-calculator.html> for Tax Year 2021 (accessed 16 October 2023).
- l. Rental Market Report. Canada Mortgage and Housing Corporation, Oct 2022. Some communities may need to add utility costs. <https://www03.cmhc-schl.gc.ca/hmip-pimh/en/TableMapChart/Table?TableId=2.1.31.2&GeographyId=35&GeographyTypeId=2&DisplayAs=Table&GeographyName=Ontario#Apartment> (accessed [2023 Nov]).
- m. Ontario Nutritious Food Basket data 2023 for [KFL&A Public Health] - Includes Family size adjustment factors.
- n. Minimum wage. <https://www.ontario.ca/document/your-guide-employment-standards-act-0/minimum-wage> (accessed 04 October 2023).
- o. Statistics Canada. Table 11-10-0190-01 Market income, government transfers, total income, income tax and after-tax income by economic family type (accessed 04 October 2023). NOTE: Median income is calculated for all of Ontario.
- p. Housing for Scenario 6 was changed from a Bachelor apartment in 2010 to 1-bedroom in 2011. This change reflects a more accurate housing need for persons with a disability.

The Cost of Eating Healthy Infographic

2023

The cost of eating healthy

16% of households in the Kingston, Frontenac and Lennox & Addington (KFL&A) area live with food insecurity.¹ This means that about **1 in 6 households** in the KFL&A area do not know if there will be enough food next week or next month.

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

\$1207

OW:
Ontario Works
ODSP:
Ontario Disability
Support Program



Family of four on OW



Lone male on OW

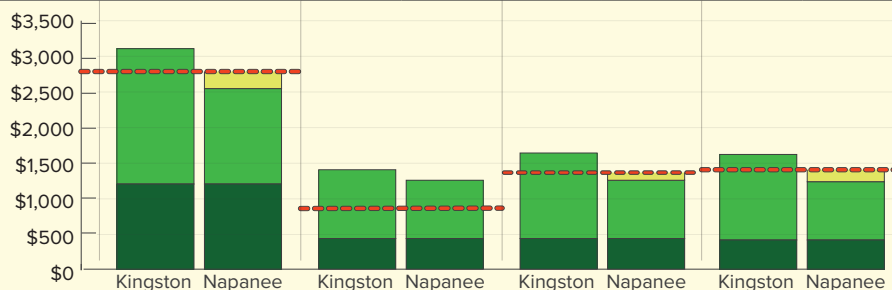


Lone male on ODSP



Lone pregnant person on ODSP

		Family of four on OW		Lone male on OW		Lone male on ODSP		Lone pregnant person on ODSP	
Income		\$2,794	\$2,800	\$865	\$868	\$1,369	\$1,372	\$1,409	\$1,412
Rent		\$1,918	\$1,352.19	\$975	\$826	\$1,212	\$826	\$1,212	\$826
Nutritious Food Basket		\$1,206.86	\$1,206.86	\$434.23	\$434.23	\$434.23	\$434.23	\$413.76	\$413.76
Funds remaining		-\$330.86	\$241.14	-\$544.23	-\$392.23	-\$277.23	\$111.77	-\$216.76	\$172.24



What does it mean to live with food insecurity?

"I am not able to find food that fits with my cultural identity."
 "I cannot afford to buy healthy foods."
 "I have very little money left to buy food after paying rent."
 "I skip meals so that there is enough food for my children."

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



What can you do?

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

Advocate for income-based solutions to food insecurity.

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



Resources:

- The Cost of Eating Healthy in KFL&A 2023 full report, kflaph.ca/costofeatinghealthy
- PROOF - Food Insecurity Policy Research: proof.utoronto.ca
- Ontario Dietitians in Public Health- Cent\$less.odph.ca/cent\$less and ODPH Position Statement and Recommendations on responses to Food Insecurity
- Dietitians of Canada- Household Food Insecurity: [dietitians.ca/food insecurity](http://dietitians.ca/food%20insecurity)

1. Ontario Agency for Health Protection and Promotion (Public Health Ontario). Household food insecurity estimates from the Canadian Income Survey: Ontario 2019-2022. Toronto, ON: King's Printer for Ontario; 2023

*Remaining monthly funds available for other costs of living such as heat, hydro, childcare, transportation etc.

**TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2024-21**

**A BY-LAW TO CONFIRM GENERALLY ALL ACTIONS AND PROCEEDINGS OF
THE COUNCIL MEETING OF THE CORPORATION OF THE TOWNSHIP OF SOUTH
FRONTENAC ON MARCH 5, 2024**

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 March 5, 2024 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 March 5, 2024 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 March 5, 2024 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 5 day of March 2024.

Read a third time and finally passed this 5 day of March 2024.

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

Ron Vandewal, Mayor

James Thompson, Clerk