



Township of South Frontenac Council Meeting Agenda



TIME: 6:30 PM,
DATE: Tuesday, November 19, 2024
PLACE: 3910 Battersea Road/Virtual Via Zoom .

1. Call to Order

- a) Resolution

That the Council meeting of November 19, 2024 be called to order at ____ p.m.

2. Declaration of pecuniary interest and the general nature thereof

3. Approval of Agenda and Addendum

- a) Resolution

5 - 8

1. *That the agenda be amended to include the addendum.*
2. *That the agenda, as amended, be approved.*

4. Scheduled Closed Session

- a) Resolution

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

1. *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 - Compensation*
 2. *Labour relations or employee negotiations - CUPE*
- 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 - Compensation
- c) Labour relations or employee negotiations - CUPE
- d) Resolution

That Council rise from the Committee of the Whole "Closed Meeting" without reporting.

5. Recess

6. Public Meeting

- a) Resolution

That the public meeting regarding Recreation Service Fees and Disposition of Surplus Land be called to order.

- b) Notice of Collection

9

- c) Recreation Service Fees

10 - 44

- d) Disposition of Surplus Land

45 - 55

- e) Resolution

That the public meeting be closed.

7. Delegations

8. Briefings

9. Approval of Minutes

- a) Resolution 56 - 60

That the minutes of the November 12, 2024 Council meeting be approved.

10. Reports Requiring Action

- a) 2025 Meeting Calendar 61 - 64

That notwithstanding By-law 2017-76, As Amended and By-law 2023-04, the following Council, Lake Ecosystem Advisory Committee and Heritage Advisory Committee meeting dates be rescheduled as follows:

- *The January, April, July and October meetings of the Heritage Advisory Committee meetings rescheduled to March, June, September and December; and*
- *The March, June, September and December Lake Ecosystem Advisory Committee meetings rescheduled to January, April, July and October; and*
- *July 1 Council meeting rescheduled to July 15; and*
- *August 5 Council meeting rescheduled to August 12; and*
- *December 25, Heritage Advisory Committee meeting rescheduled to December 4; and*

That the 2025 Council, advisory committees and legislated committees meeting schedule, attached as Exhibit A to the Report, be approved.

- b) Pre-Budget Approval Request – Paid-on-call Firefighter Recruitment 65 - 67
(up to 30) in 2025

That Council provide pre-budget approval in the amount of \$280,000 for a recruitment of up-to 30 paid on-call firefighters in 2025; and

That the budget request for the paid on-call firefighter recruitment be funded from the working funds.

- c) Request for Posted Speed Limit Reduction – Greenfield Road 68 - 74

- d) Budget Direction with Long Range Financial Plan 75 - 96

11. Advisory Committee Reports or Minutes

12. Reports Requiring Approval of By-laws

- a) Zoning By-law Amendment Application PL-ZBA-2024-0104, Donald Kohart, 15 Whiskey Point Lane 97 - 104

That By-law 2024-75 being a By-law to amend the zoning on lands known as 15 Whiskey Point Lane, Plan 1593 Lot 2, District of Bedford, be given first and second reading; and

That By-law 2024-75 be given third reading, signed and sealed.

13. Reports for Information
14. Committee of the Whole
15. Tabling of Documents
16. Communications
17. Notice of Motions
18. Rise and Report regarding County Council and External Boards
 - a) County Council
 - b) Police Services Board
 - c) Cataraqui Conservation
 - d) Quinte Conservation
 - e) Rideau Valley Conservation Authority
 - f) Frontenac Community Arena Board
19. Announcements/Statements by Councillors
20. Closed Session (if requested)
 - a) Resolution

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

1. *A proposed or pending acquisition or disposition of land by the municipality or local board - Loughborough District*
 2. *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 - Housing (Loughborough District)*
 3. *Approval of October 1, 2024 Committee of the Whole "Closed Meeting" Minutes*
- b) *A proposed or pending acquisition or disposition of land by the municipality or local board - Loughborough District*
 - c) *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 - Housing (Loughborough District)*
 - d) *Approval of October 1, 2024 Committee of the Whole "Closed Meeting" Minutes*
 - e) Resolution

That Council rise from the Committee of the Whole "Closed Meeting" without reporting.

21. Confirmatory By-law
 - a) Resolution

105

That By-law 2024-76, 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 2024-76, being the confirmatory by-law, be given third reading, signed and sealed.

22. Adjournment

a) Resolution

That the Council meeting of November 19, 2024 be adjourned at ____ p.m.

South Frontenac is a welcoming and thriving rural community



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Office of the Clerk
4432 George St, Box 100
Sydenham ON, K0H 2T0
613-376-3027

jthompson@southfrontenac.net

Addendum – November 19, 2024 Council Meeting

16. Communications

- a) Correspondence received from Wendy Doig, dated November 18, 2024, regarding the draft By-law to Establish Recreation Service Fees.
- b) Correspondence received from Theresa Lawrence, dated November 17, 2024, regarding the draft By-law to Establish Recreation Service Fees.
- c) Correspondence received from Denise Wright, dated November 17, 2024, regarding the draft By-law to Establish Recreation Service Fees.

From: Wendy

Sent: November 18, 2024 1:02 PM

To: James Thompson <jthompson@southfrontenac.net>

Subject: Charges for the Use of Halls and Recreational Facilities in South Frontenac

Good afternoon Mr. Thompson,

I am writing to you in regards to the “charges for the use of halls and recreational facilities in South Frontenac.”

As a user of the recreational facilities of South Frontenac, I understand the logic behind the charging for use of these facilities. However I feel that not all organizations that use these facilities are the same. Our group, that meets twice a month (Creative Hands) is not large and uses a facility that would be sitting empty for our time period if we were not there. It is not like an arena or even a larger facility. Presently the Township is using this facility, the old fire hall on Battersea Road for temporary offices.

If the Township wants the citizens of South Frontenac to stay within the Township to conduct our gatherings, I believe that by charging all groups no matter how small they are, will make us look for other facilities outside of South Frontenac or no longer be able to meet all together. We are mostly seniors who enjoy meeting our neighbours close to home. There are not as many options available in the smaller areas such as Inverary and Sunbury. We use the Storrington Centre two times a month with no more than 8 to 10 people. I also understand that groups that use the centre have instructors that are volunteering their time. These volunteer instructors are not profiting from for the people attending.

We always leave the centre as tidy as it was when we arrive. There is no need for paid people to come in and clean up after us.

Thank you for your time and understanding,

W. Doig

Sunbury resident

Creative Hands Group

Gentlemen;

1. This note is in response to the current discussions regarding "Charges for the Use of Halls and Recreational Facilities in South Frontenac".
2. If the goal of local government is to engender a diverse and vibrant community, then it is necessary to have suitable local facilities. In some cases (churches, Lions' Hall) these are provided by organized groups of public spirited citizens. In other cases (parks, skating rinks, ball diamonds, meeting spaces) these are provided by municipal government and funded by taxes. Provision of these facilities is a major expense to the community but, without them, South Frontenac is nothing more than a bedroom community for Kingston.
3. There is a certain logic to a "user pay" approach to the use of public facilities. This is especially so where operation and maintenance costs are high and are directly related to the amount of use the facility receives. However, if the "total" cost were charged to such users, it would be unaffordable, and so some public support is essential in order to provided those facilities to the community.
4. The role of community volunteers must be not be overlooked in this discussion. Without their expertise and commitment, many of our sports, recreational, educational and special interest programs would fail. This is especially true for small groups who are often loosely organized, without funding, on fixed incomes and who add almost zero incremental cost to running the facilities.
5. In the interest of supporting the residents with the widest possible range of community interests, it may be advantageous to continue to provide access to some facilities at no cost. This would be a clear statement to the volunteer organizers that their efforts to the community are recognized and appreciated.

T. Lawrence, Member

Storrington Centre Book Club

Storrington Creative Arts

Cc: Norm Roberts
Ron Sleeth

From: Denise Wright
Sent: November 17, 2024 12:26 PM
To: James Thompson <jthompson@southfrontenac.net>
Subject: User Fees

Hi

Please accept these comments to for the issue of collecting user fees to recreational groups who use the municipal facilities.

I belong to a small group of seniors who use the Storrington Hall to get together twice a month and craft. We call ourselves the creative crafters. Although there are about 10 ladies who come on an occasional basis, usually only 5 or 6 attend at a time. This group is invaluable to me as an opportunity to socialize and explore my creative side. It is the only group that I attend.

Due to the fact that there are so few of us, a user fee for the hall would decimate our membership and cause our little club to fold.

Please rethink your fees and allow us to continue.

Denise Wright

3898 Greenfield Rd, Inverary.

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.



**SOUTH
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Public Meeting

By-law to Establish Recreation Service Fees

Tuesday, November 19, 2024

7:00 p.m. Council Meeting

Public Meeting Statement

- The purpose of this public meeting is to hear comments on the Proposed By-law to Establish Recreation Service Fees



Meeting Format

1. Mayor introduces project
2. Staff presents overview project
3. Questions from Council
4. Members of the public permitted to address Council
5. Council discussion
6. Close meeting



How to Speak to an Application

- The Mayor will open the floor to public comments
- You will have five minutes to address Council
- In person
 - Raise your hand and wait for the Mayor to acknowledge you
 - Move to the table, turn on microphone, and clearly state your name for the record
- On Zoom
 - Click “Raise Hand” button to request to speak or dial *9 (star nine) when participating by telephone
 - The Mayor will acknowledge you, and the Meeting Host will unmute you
 - Clearly state your name for the record. Once you are done speaking or Council has no further questions, the Meeting Host will mute your microphone

Process undertaken to date

- Multiple opportunities for residents and user groups to participate in this process (as per Appendix F)
- Review of historic agreements and recognition of Volunteer contributions
- Data driven and research supported
- User fee policy is in line with the Township's strategic priorities

Principles of Project

Principles for developing a Fees Policy and Facility Allocation Policy are ensuring fairness and equity in access to municipal facilities, and fee rates which promote public policy goals, including:

- Maximizing community health and wellness
- Maintaining the level of service for municipal services
- Effective asset management
- Fiscal sustainability

Outcomes

- Fair and equitable and accountable to all residents
- A set of clear policies to guide Council
- All of the existing access rights are maintained
- Fees and allocation that can be easily administered
- Balanced funding model to support recreation amenities
- Proposed rates that are lowest for the majority of our user groups
- Proposed rates that are higher for groups making a profit from activities taking place in resident funded facilities
- Proposed rates that are lower than any other comparable (local, other Municipalities)
- Clearly defined exemption criteria

Considerations of Decisions

- Is the decision being made...
 - impact the outcome of being fair and equitable to 'all' residents?
 - signal that one group or demographic is at an advantage/more deserving over others in the Township?
 - shifting the funding of recreational amenities to solely residential taxes or user fees or does it maintain a balance between the two?
 - impact the ability to properly fund services and facilities by removing current or potential revenue from Recreation Operating Budgets and how will this be accounted for?

Supporting Documents

- Appendix “A” provides details on the proposed fees associated with Township owned indoor and outdoor Recreation & Leisure Facilities/ Amenities.
- Appendix “B” provides details on the Categorization of User Groups.
- Appendix “C” provides details on the Subsidy Model approved and Exemption Considerations
- Appendix “D” provides details on the current fees in place and a summary of user groups
- Appendix “E” provides comparison of user rates with other Municipalities
- Appendix “F” provides details on all communication/engagement activities undertaken as part of this project

Next Steps

- South Frontenac Council should receive comments from the public
- A report with a recommendation will be brought to a future Council meeting



Open Discussion

1. Council Questions
2. Public Questions and Comments
3. Council Comments



Adjourn Public Meeting



Township of South Frontenac Staff Report



To: Council

From: Director, Public Services

Date of Meeting: November 19, 2024

Subject: Proposed By-law to Establish Recreation Service Fees

Report Number: 2024-198

Summary

This report provides Council information on the proposed Recreation Service Fees in order to implement the Allocation Policy and Recreation Service Fees as of January 1, 2025. A recommendation report and bylaw will be presented at a future meeting following the Public Meeting.

Recommendation

This report is for information only.

Background

In 2022, Council endorsed the Recreation, Parks, and Leisure Master Plan. The Plan made several recommendations for a comprehensive review of all recreation service fees, facility rental fees, allocation policies, and related procedures, resulting in a Recreation Service Fee & Facility Allocation Project. In 2023, the consulting firm of Sierra Planning and Management was retained through a competitive request for proposal process to undertake this project. Since that time, numerous public/group engagement activities, document review and meetings with Staff and Councillors have occurred.

The overarching guiding principles for developing the Fees Policy and Facility Allocation Policy are ensuring fairness and equity in access to Township facilities, and fee rates which promote public policy goals, including:

- Universal access
- Maximizing community health and wellness
- Maintaining the level of service for municipal services
- Effective asset management
- Fiscal sustainability

Sierra Planning and Management provided an in-depth report that strives to meet these guiding principles.

The draft report and presentation were delivered to the Recreation and Leisure Services Advisory Committee at the May 23, 2024, meeting. User groups and members of the public had opportunity to register as a delegation to speak to the draft report. No delegations registered in advance and the Committee members chose not to waive the rules of the Committee By-law in order to allow members of the public in attendance to speak. Committee members had the opportunity to ask questions of Staff and Consultants and provide comments on the draft to support further understanding and refine the policy. Following the meeting, the draft report was made available to all groups engaged in the project along with public comment through the 'Engage Frontenac' online consultation platform.

The User Fees proposed, and the approved allocation policy recognizes that all residents pay taxes to support the numerous recreational amenities in South Frontenac. There are currently a handful of groups that have not had to pay fees for a variety of reasons, while the majority of our groups have always been paying user fees. The fees proposed and the approved allocation policy are structured in a way that recognizes the historical agreements, use of space and volunteer contributions. This has been done by ensuring that both non-residents and individuals renting a space who make a profit from an activity are paying a much higher rate than the majority of our groups who fall into the most subsidized category.

By providing universal access and ensuring that the allocation and fees are fair and equitable to all, the Township can better balance the increased costs in operating facilities along with the needs of the user groups. In order to continue to increase service levels and improve facilities, we need a better funding model. This can only be accomplished through taxes, user fees or a reasonable combination of both.

Discussion/Analysis

At the October 1, 2024 Council Meeting, Sierra Planning and Staff presented the recommendation report to Council to seek adopting the Allocation Policy and to direct Staff to provide notice to hold a Public Meeting as per BY-LAW 2016-73 in order to receive comment on the Fee Schedule.

Council approved the following resolution:

Resolution No. 2024:17:06

Moved by Councillor Leonard

Seconded by Councillor Turcotte

That Council approve the Recreation Service Fee & Facility Allocation Policy, attached to Report 2024-171 as Exhibit A; and

That Council in principle approve the Fee schedule contained on pages 11/12 of Report 2024-171 in order for a public meeting to be held, in accordance with Bylaw 2016-73.

Carried

Note: Councillor Roberts voted in opposition of the resolution

As directed by Council at the October 1, 2024 meeting and in compliance with [By-law 2016-73](#), A By-Law to Prescribe The Form And Manner And Times For The Provision Of Notice, staff provided notice to permit Council to hold a public meeting on November 19, 2024 in order to seek comment from the public regarding proposed recreation service fees

The following notice was published in the Frontenac News (ad banner and Public Notice), on October 17, 24, 31, November 7, and 14, 2024.

It was also included in the Township's eNewsFlash for both October & November.

“Notice of Public Meeting related to the Recreation Service Fees”: The Township of South Frontenac will host a public meeting on **November 19, 2024, at 7:00 pm** regarding the proposed Recreation Service Fees. Members of the public may review the agenda and register to participate in the meetings via Zoom at <https://calendar.southfrontenac.net/default/Detail/2024-11-19-1900-Council-Meeting>. In-person attendance shall be at the Storrington Centre, 3910 Battersea Road. Residents may contact the Clerk, James Thompson at jthompson@southfrontenac.net or by phone at 613-376-3027, for more information. Any written comments should be submitted to the Clerk by November 18, 2024, at 2:00 pm.”

The following notice was submitted via email to all groups involved in the consultation process and current users of Township Facilities on October 29, 2024:

You are receiving this email as a user group of South Frontenac's recreational facilities, as a representative of a service club or association, or because you attended the User Fee and Allocation Public Meeting that was held on September 13th, 2023, at the Storrington Centre in Sunbury. We hope this email is finding you well!

Staff are on track to implement the new allocation/ booking process starting on January 1st, 2025. We are working on a robust communication plan for all user groups that will outline the new booking process, and that information will be shared later in November/ early December.

Financial Implications

The new fee schedule and new rates would be implemented for 2025.

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: Sustainable Long-Term Prosperity

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

- **Appendix A** - Proposed Fee Schedule
- **Appendix B** - Categorization of User Groups
- **Appendix C** - Subsidy Model and Exemption Considerations
- **Appendix D** - Current Fees and Summary of User Groups
- **Appendix E** - Comparison of User Rates with other Municipalities
- **Appendix F** - Communication/engagement activities

Submitted By: Tim Laprade, Manager of Recreation and Facilities



Kyle Bolton, Director of Public Services

Approved By:



Louise Fragnito, Chief Administrative Officer


Public Services Department

2490 Keeley Road, Box 100

Sydenham ON, K0H 2T0

613-376-3027 Ext 4331

recsupport@southfrontenac.net
Recreation & Leisure Services

Proposed Fee Schedule

The following fee schedule is recommended for Year 1 of implementation, but will be approved as a three (3) year rolling schedule, based on the following for years 2 and 3:

- Escalation of 4% on a cumulative basis in year 2 and year 3;
- An annual review of the escalation rate and any changes (for example raising or lowering the rate) applied to the successive two years of the three-year term;
- Review the entire policy for fee schedule at the end of year for its ongoing effectiveness and adjust the policy as required based on stakeholder consultation.
- 13% HST will be added to all booking fee sub-totals.
- 20% premium applied to lit amenities after 8pm for the use of the lights.

	Category II – Youth, Seniors, Not-For-Profit	Category II – Adult Users	Category III – Commercial Use, Non- residents
Rectangular Fields			
Hourly Rate (7am – 5pm)	\$12.50	\$20	\$60
Hourly Rate (5pm – 11pm) – Lights 20% premium	\$15	\$24	\$72
Tournament (7am – 5pm)	\$150	\$250	\$400
Tournament (5pm – 11pm) – Lights 20% premium	\$180	\$300	\$480
Baseball Diamonds			
Hourly Rate (7am – 5pm)	\$12.50	\$20	\$60
Hourly Rate (5pm – 11pm) – Lights 20% premium	\$15	\$24	\$72
Tournament (7am – 5pm)	\$150	\$250	\$400
Tournament (5pm – 11pm) – Lights 20% premium	\$180	\$300	\$480
Courts			
Hourly Rate (7am – 5pm)	\$2	\$3	\$10



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Hourly Rate (5pm – 11pm) – Lights 20% premium	\$2.40	\$3.60	\$12
Tournament (7am – 5pm)	\$40	\$60	\$160
Tournament (5pm – 11pm) – Lights 20% premium	\$48	\$72	\$192
Community Halls – Storrington Centre, Glendower Hall, Harris Park Hall, Sydenham Library Community Room			
Hourly rate	\$10	\$15	\$40
Gazebos/ Pavilions			
Hourly rate	\$5	\$10	\$30
Park Rental – Special Events			
Hourly rate	\$10	\$20	\$60



Recreation & Leisure Services

Categorization of User Groups

Resident and Non-Resident User Groups

A group where the membership is comprised of at least 70% of residents of South Frontenac Township shall be considered a resident group. In other words, a group with over 30% of primary users are non-residents, they will be considered non-residents in their categorization.

Category 1:

Comprising programs and services by the Township as well as programs and services delivered by organized community and recreational groups which are based in the Township. Category 1 includes services provided by the Township and others that focus on children, youth and seniors. It is intended that a range of recreational services be available to all citizens and that no area residents shall be excluded from participating in recreational activities because of an inability to pay. Groups in Category 1 programs and groups should comprise predominantly children, youth or seniors as primary participants (i.e., at least 70% of primary participants should be within at least one of these categories).

Category 2:

Comprising programs and services by the Township and services provided by organized community and recreational groups catering to adult recreation and cultural activity/skills development, as well as the use of facilities that serve non-basic recreation needs (advanced classes for older youth and adults in premium facilities).

Category 3:

User fees that are charged to commercial users (whether for profit or non-profit), private individuals or groups of individuals that do not constitute established community groups and for which public subsidization is unwarranted (weddings, room rentals, private swimming lessons), and use of recreational assets by non-Township residents. This includes eliminating subsidization of activities such as for-profit tournaments and special events.

Priority Schedule:

Within the three categories, facility access will be granted in a fair and equitable manner based on the following priority schedule:

- First Priority: Township of South Frontenac Programs and Events
- Second Priority: Youth and Seniors Resident Groups / Minor Sport
- Third Priority: Adult Resident User Groups / Adult Sport
- Fourth Priority: Groups Commercial Use / Tournaments
- Fifth Priority: Non-Resident User groups



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Recreation & Leisure Services

Users by Category

- The following charts may not include all groups.
- For new groups, staff will review each group's profile and allocate the group into the appropriate category based on the characteristics of the group (i.e. age, residency, community benefit, public access, etc.).

Halls/ Indoor Facilities

Category 1 Primarily Children, Youth, Seniors and Non-for-profit Residents	Category 2 Primarily Adults, Residents	Category 3 Commercial Use, Primarily Non-Residents
<ul style="list-style-type: none"> • Programs and services organized by the Township. • Organized community and recreational groups which are based in the Township. • Groups serving predominantly children or youth (at least 70% of primary users are local children or youth). • Groups serving predominantly seniors (at least 70% of primary users are local seniors). • Residents means that at least 70% of primary users are local residents. 	<ul style="list-style-type: none"> • Organized community and recreational groups catering to adult recreation and cultural activity/skills development. • The use of facilities that serve non-basic recreation needs. • Residents means that at least 70% of primary users are local residents. 	<ul style="list-style-type: none"> • Commercial users • Individuals or groups that do not constitute established community groups. • Non-residents - over 30% of primary users are non-Township residents.


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Category 1 – Current User Groups/ Examples	Category 2 – Current User Groups/ Examples	Category 3 – Current User Groups/ Examples
<ul style="list-style-type: none"> • Storrington Retirees Association • Exercise Group - Seniors • Leland Helping Hand • Grace Social & Activity Centre • Sydenham Book Club • Bedford Jam • Monday Night Euchre • Bridge Card Group • Painting Club • Sunbury Open Mic • Perth Road Crafters • Mindful Stitchery • KFPL • Storrington Fire Department • Storrington Fire Association • Greater Bobs and Crow Lakes Association 	Private events for residents (i.e. stag & doe, weddings, parties, etc.).	Commercial users (whether for profit or non-profit), private individuals or groups of individuals that do not constitute established community groups and for which public subsidization is unwarranted (weddings, room rentals, private swimming lessons), and use of recreational assets by non-Township residents.

Outdoor Facilities

Category 1 Primarily Children, Youth, Seniors and Non-for-profit Residents	Category 2 Primarily Adults, Residents	Category 3 Commercial Use, Primarily Non-Residents
<ul style="list-style-type: none"> • Programs and services organized by the Township. • Organized community and recreational groups which are 	<ul style="list-style-type: none"> • Organized community and recreational groups catering to adult recreation and cultural activity/skills development. 	<ul style="list-style-type: none"> • Commercial users • Individuals or groups that do not constitute established community groups. • Non-residents - over 30% of primary users

Recreation & Leisure Services

<p>based in the Township.</p> <ul style="list-style-type: none"> • Groups serving predominantly children or youth (at least 70% of primary users are local children or youth). • Groups serving predominantly seniors (at least 70% of primary users are local seniors). • Residents means that at least 70% of primary users are local residents. 	<ul style="list-style-type: none"> • The use of facilities that serve non-basic recreation needs. • Residents means that at least 70% of primary users are local residents. 	<p>are non-Township residents.</p>
<p>Category 1 – Current User Groups/ Examples</p>	<p>Category 2 – Current User Groups/ Examples</p>	<p>Category 3 – Current User Groups/ Examples</p>
<ul style="list-style-type: none"> • Thousand Islands Minor Football • Frontenac Soccer Association • Storrington Minor Soccer • Frontenac County Minor Softball Association • Grace Social & Activity Centre • SHS Tennis Team • Frontenac Pickleball Club • Sunbury Pickleballers • Frontenac Society of Model Engineers • Harrowsmith Social & Athletic Club 	<ul style="list-style-type: none"> • MT Adventures • South Frontenac Stock Sport Club • Frontenac Farmers Market 	<ul style="list-style-type: none"> • Commercial use • Private Practice / Tournaments



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Recreation & Leisure Services

Subsidy Model and Exemption Considerations

Approach to Subsidy

The Township will adopt the following principles in setting both rental and program fees for its recreation facilities and services:

1. Fees increases (for non-priority groups) over and above the increase in fees due to the application of an agreed annual rate of escalation, will be based on a 3-year phase-in of rate increases.
2. Reducing the current level of subsidy for adult use of facilities and participation in programs relative to rates charged for minor sport use.
3. Reducing the current level of subsidy for non-resident users and program registrants (those who do not pay property taxes to the Township) of facilities through higher fees for persons or organizations self-reported (or otherwise identified) as based outside of the Township.
4. Minimizing the level of subsidy for commercial rental of facilities.
5. The Township will maintain its preferential pricing of facilities and program fees for minor sports, based on the principle of maximizing youth participation.
6. The Township will adopt the following categorization of user and program fees to meet the above principles of maximizing the accessibility of basic recreation activities for youths while reducing as far as possible the subsidy of both direct and indirect costs associated with adult sport and non-community group rental of facility space:
 - a. Category I: comprising programs and services by the Township as well as programs and services delivered by organized community and recreational groups which are based in the Township. Category I includes services provided by the Township and others that focus children, youth and seniors. It is intended that a range of recreational services be available to all citizens and that no area residents shall be excluded from participating in recreational activities because of an inability to pay;
 - b. Category II: comprising programs and services by the Township and services provided by organized community and recreational groups catering to adult recreation and cultural activity/skills development, as well as the use of facilities that serve non-basic recreation needs (advanced classes for older youth and adults in premium facilities);
 - c. Category III: user fees that are charged to commercial users (whether for profit or non-profit), private individuals or groups of individuals that do not constitute established community groups and for which public subsidization is unwarranted (weddings, room rentals, private swimming lessons, and use of recreational

**Public Services Department**

2490 Keeley Road, Box 100

Sydenham ON, K0H 2T0

613-376-3027 Ext 4331

recsupport@southfrontenac.net**Recreation & Leisure Services**

Fee Exemption Considerations

Exclusions to the payment of fees are at the discretion of Council and are generally limited to the following types of activities:

1. Specific, time-limited on-site fund-raising events conducted by established community organizations.
2. Funerals, celebrations of life or other public service uses as determined by the Township.
3. Special events, hosted by community groups based in the Township, and promoted to the general public for which there are no entry fees or other charges (example: community volunteer days).
4. Special events of an infrequent nature with significant public benefit (example: CPR, First Aid classes).
5. Events of a frequent nature that are hosted by registered not-for-profits and/ or agencies funded through federal or provincial ministries where rental fees are explicitly excluded from permitted expenditures. Services must have significant public benefit (example: seniors exercise groups funded through the Ministry of Health).
6. Other events/ activities brought forward to Council for consideration for a fee exemption.

6.4 Current Facility Booking Process and Fee Schedules for All Other Facilities

Other recreation facilities do not have allocation policies. Facility bookings are managed by the Township through booking forms for all outdoor facilities (ball fields, soccer fields, park amenities, etc.) and separately for all indoor facilities (community halls, meeting rooms, etc.). A separate booking form also exists for the net sport courts. Each booking form identifies types of facilities, rental rates, and provides a user agreement that users are to sign and submit to the Township to complete their booking. The facility schedule is provided in Appendix A.

6.4.1 Indoor Facilities: Current Fee Structure & Booking Process

The indoor facilities fees apply to all indoor community spaces that include community centres and halls and community meeting rooms. The current fee schedule includes the distinction between residents and non-residents – where fees for residents are lower and non-residents pay higher fees. No fees apply to rentals for some community events (e.g., celebration of life events).

The fee structure includes by hour rate, day rate and half a day that is the same for all community halls and meeting rooms. Additional fees apply if kitchen or AV equipment is included. There is an inconsistency in the schedule, whereby renting a community hall for four hours is more expensive than renting on an hourly basis.

The current fee structure does not distinguish between the type of community events – e.g., activities for children or seniors vs. a wedding party (where participants are willing to pay a higher rate for a better facility as their alternatives include commercial facilities) or a commercial rental (no commercial rates). The current allocation does not factor in the level of service and quality of services facilities can provide (e.g., newer facility vs. older facility).

The booking forms include rates and free allocation, but they do not include allocation information such as priority of use, do not differentiate by day (week day vs. weekend), or type of use, etc.

Exhibit 12. Summary of Township of South Frontenac Fees Schedule: Hall/Meeting Rooms

Hall/Meeting Rooms	Rental Rate (Excl. HST)		Unit
	Resident	Non-resident	
Hall/Meeting Room (no kitchen)	\$10	\$20	per hour
Hall/Meeting Room with kitchen	\$20	\$35	per hour
Hall/Meeting Room (no kitchen)	\$50	\$85	per 4 hrs
Hall/Meeting Room with kitchen	\$70	\$110	per 4 hrs
Sydenham Library Meeting Room with Audio Visual Equipment	\$20	\$35	

6.4.2 Outdoor Facilities: Current Fee Structure & Booking Process

Other recreation facilities do not have allocation policies. Facility bookings are managed by the Township through booking forms for all outdoor facilities (ball fields, soccer fields, park amenities, etc.) and separately for all indoor facilities (community halls, meeting rooms, etc.). A separate booking form also exists for the net sport courts. Each booking form identifies types of facilities, rental rates, and provides a user agreement that users are to sign and submit to the Township to complete their booking.

The main characteristics of the current fee schedules for outdoor facilities are as follows:

- The current fee schedule includes the distinction between residents and non-residents;
- The fees schedule prioritises residents - fees for residents are lower than for non-residents;
- The current fee structure distinguishes between age groups, prioritising children and youth Fees apply per day / per participants / per tournament; and
- The fee schedule distinguishes between prime-time and non prime time uses.

The following exhibits summarize fee structure for indoor and outdoor facilities, net sport courts, programs, camps and events as per the facilities booking forms currently in place in the Township.

Exhibit 13. Summary of Outdoor Facilities Fees Schedule

Outdoor Facilities - Booking Fees	Rate (Excl. HST)		Unit
	Resident Fees	Non-resident Fees	
MINOR SPORT GROUPS			
Seasonal Participant User Fee (one-time fee)	\$8	\$8	per participant
Tournament Fees Per Diamond/Field			
Per Day (7am-5pm)	\$75	\$90	per day
Per Night (5pm-11pm)	\$75	\$90	per night
ADULT SPORT GROUPS OR EVENTS			
Seasonal Fee (maximum 12 day/nights)	\$200	\$300	seasonal
Additional per over maximum	\$15	\$30	
Per Use (Diamond and/or Soccer Field and/or Park)			
Per Day (7am-5pm)	\$50	\$75	per day
Per Night (5pm-11pm)	\$50	\$75	per night
Additional fees:			
Exclusive Use of Gazebo/Pavilion	\$50	\$75	
Lights Per Night	\$20	\$25	per night

Exhibit 14. Summary of Net Sport Court Fees Schedule

Outdoor Facilities - Booking Fees	Rate (Excl. HST)		Unit
	Resident	Non-resident	
2-hour, individual court rental	\$2.65	\$4	court / 2 hours

Exhibit 15. Summary of Fee Schedules for Programs, Camps and Events

Programs	Rate	Unit
Resident		
Day Camp* for children ages 4 - 12 / one-week sessions (July - August)		
Day Camp Weeks: 2-5, 7, 8	\$ 125	per week
Day Camp Weeks 1 and 6 (holiday pricing)	\$ 100	per week
Before and after care: Weeks: 2-5, 7, 8	\$ 25	per week
Before and after care: Weeks 1 and 6 (holiday pricing)	\$ 20	per week
Lifesaving Society Swimmer Program / two-week course sessions, Rate including HST		
Sessions 2,4,5,6	\$ 62	per session
Sessions 1 and 3 (holiday pricing)	\$ 53	per session

To sum-up the current facility booking system and time allocation process has several tiers including user fees, user agreements, and other arrangements. Different booking forms and fee schedules exist for different types of facilities. The booking process requires multiple steps such as finding relevant form on a website, submitting this form to the Township for booking, getting in touch with staff responsible for booking to confirm availability of facilities and later to confirm booking and signing the agreement in the booking form, etc. In addition to the existing booking process, historic use agreements exist with several user groups. The existing historic long-term user agreements represent an additional level of facility allocation that applies to some groups, whereby imply that some groups do not pay fees while groups that do not have user are to pay fees agreements pay fees. This multiple tier system is an insufficiently consistent and transparent way of allocating recreation facility time.

The table below summarizes user groups that use the Township's indoor facilities regularly.

Exhibit 10. User Groups: Regular Users of Indoor Facilities

	Group Name	User Profile	Facility Use	Status (pay / do not pay)
1	Greater Bobs and Crow Lakes Association	Adults	Uses Glendower Hall for AGM and Frontenac Frolic	N
2	Bedford Jam	Adults	Hosts the Bedford Jam at Glendower Hall	N
3	Southern Frontenac Community Services Corporation (SFCSC)	Adults	Serves seniors, low-income and at-risk households in South Frontenac Runs dinners clubs and seniors programs at township's halls.	N
4	KFPL	All ages	The library frequently uses our halls	N
5	Sydenham Book Club	Adults	Monthly book club hosted at the Sydenham Community Room	N
6	Mindful Stitchery	Adults / Seniors	Sydenham Community Room	Y
7	Perth Road Crafters	Adults / Seniors	Hosted at Harris Park Hall in Perth Road	N
8	Leland Helping Hand	Adults / Seniors	Hosted at Harris Park Hall in Leland Helping	N
9	Dog and Cranberry Lakes Association	Adults	Uses the Storrington Centre	N
10	TOPS	Adults	Uses the Storrington Centre	N
11	Bridge Card Group	Adults / Seniors	Uses the Storrington Centre	N
12	EarlyON	Children	Used the Storrington Centre	N
13	Sunbury Open Mic	Adults	Uses the Storrington Centre	N
14	Storrington Retirees Association	Seniors	Uses the Storrington Centre	N (Service Agreement)
15	VON	Adults	Uses the Storrington Centre	N
16	Monday Night Euchre	Adults	Uses the Storrington Centre	N
17	Storrington Fire Association	Adults	Uses the Storrington Centre	N
18	Storrington Fire Department	Adults	Uses the Storrington Centre	N
19	Painting Club	Adults / Seniors	Uses the Storrington Centre	N
20	Exercise Group	Seniors	Uses the Storrington Centre	N

The following table summarizes user groups that use municipal outdoor facilities regularly.

Exhibit 11. User Groups: Regular Users of Outdoor Facilities

	Group Name	User Profile	Facility Use	Status (pay / do not pay)
	Sports			
1	Thousand Islands Minor Football	Children / Youth	Plays at Sydenham Point Park	Y
2	Frontenac Soccer Association	Youth	Organizing body for teams that play at Centennial Park	Y
3	Storrington Minor Soccer	Children / Youth Adult Program	Plays at Gerald Ball Park	N (Expired Agreement)
4	Frontenac County Minor Softball Association	Children / Youth	Organizing body for teams that play at Sydenham Point, Centennial Park, Bowes Park, Inverary Park, Battersea Park	Y
5	Kingston and Area Ice Stock Club	Adults	Plays at Centennial Park	Y
6	MT Adventures	Adults	New club that hosts runs that start/ finish at the Township's facilities	Y
7	SHS Tennis Team	Youth	High school team that plays at The Point in Sydenham	N N
8	Frontenac Pickleball Club	Adults / Seniors	Large PB club at Centennial Park	Y
9	Sunbury Pickleballers	Adults / Seniors	Large PB club at Gerald Ball Park	Y
	Social/ Wellness			
1	Frontenac Society of Model Engineers	Adults	Permanent track set up at Battersea Ball Park	N (Service Agreement)
2	Grace Social & Activity Centre (GSAC)	Seniors	Frequently uses parks for seniors exercise programs	N (Service Agreement)
3	Frontenac Farmers Market	Adults	Every Friday from May - October	N (No SA – fees waived for park use)
4	EarlyON	Children	Frequently uses parks for children's programs	
	Events			
1	Harrowsmith Social & Athletic Club	Adults	Organizes Canada Day at Centennial Park	N
2	Storrington Canada Day	All ages	Organizes Canada Day at Gerald Ball Park	N
3	Sydenham Canada Day	All ages	Organizes Canada Day at The Point in Sydenham	N
4	Glendower Canada Day	All ages	Organizes Canada Day at Glendower Hall	N
5	Battersea Pumpkin Festival	All ages	Held at the Battersea Ball Park	N
6	B n B Memorial Car Show	Adults	Held at Centennial Park	N

7.2 Benchmarking: Fee Comparison

Benchmarking, or comparing current recreation fees in the Township of South Frontenac to fees in other municipalities, can provide useful information with regard to what kind of fees different municipalities have and if they have similar fees – how they compare to each other. Such comparison, however, should be used for information only rather than guide any decisions as recreation facilities and their management and maintenance costs vary across Ontario municipalities.

The following comparison of community hall rates for residents (before HST) demonstrates that South Frontenac is among the municipalities that charge lower per hour rate for the use of community halls. However, this comparison does not factor in the quality or size of community halls or differentiate by the type of use (community, non-for profit, or for-profit).

Exhibit 16. Comparison of Community Hall Rates (Per Hall / Per Hour)

Community Hall Rates	Rate for Local Residents – Use per Hall per Hour
South Frontenac	\$10.00
Gananoque	\$20.60
Loyalist Township	\$20.00
Deseronto	\$26.00
Quinte West	\$36.00
Belleville	\$37.00
Port Hope	\$20.00-35.00
Tyendinaga	\$40.00
Prince Edward County	\$55.00

Comparison of rates for sport fields demonstrates, for example, that South Frontenac fees for minor sports groups tournaments are lower than in Belleville but higher fees than in other municipalities. Adult rates per day ore ball diamond or soccer field are lower in south Frontenac than in Belleville or Quinte West and Kingston, similar to Tweed, and higher than in Tyendinaga. This comparison does not differentiate for prime time / non-primetime use and other important considerations.

Exhibit 17. Comparison of Sports Field Rates

Outdoor Facilities - Field Sports	South Frontenac	Belleville	Quinte West	Tyendinaga	Tweed	Kingston
MINOR SPORT GROUPS						
Seasonal Participant User Fee (Per Participant one time fee)	\$8					
Tournament Fees Per Diamond/Field (Per Day) unlit	\$150	\$224	\$79	\$45	\$60	\$84
Tournament Fees Per Diamond/Field (Per Day) with Lights	\$170	\$310				\$129
ADULT SPORT GROUPS OR EVENTS						
Per Use (Diamond and/or Soccer Field and/or Park)						
Per Day (Unlit)	\$100	\$280	\$141	\$65	\$100	\$188
Per Day /lights	\$120	\$366	\$149			\$290

Recreation User Fee and Allocation Study – Communication Engagement Activities

Date	Engagement Activity	Notes
April 2023	Interviews – Council and key staff.	The majority of Councilors participated in the interviews, the Senior Management Team and front-line recreation staff were also interviewed.
May 23 – July 4 2023	Engage Frontenac – Project posted for public feedback.	Engagement summary included in the report.
May 23 – July 4 2023	Full project promotion – Regarding the engagement phase.	All communication channels were utilized to promote the engagement phase, including direct emails, media release, Frontenac News banner, website updates, social media, electronic signs, and portable digital message signs.
May 23 2023	Direct email – Project launched, invitation to participate in survey.	Email sent to staff and members of Council, and the township recreation clubs, teams, and associations.
May 25 2023	Recreation and Leisure Services Committee – Regular meeting.	Jon Hack from Serria Planning presented the project progress and next steps to the Recreation Committee.
June 20 2023	Social media – Reminder to participate.	Social media post about the project, directing people to participate in the survey.
June 20 2023	Direct email – Reminder to user groups to complete the survey.	Email sent to all user groups reminding them of the survey and deadline as there were key groups that had not yet responded.
June 27 2023	Direct email – Notice sent to user groups that the survey was extended to June 30.	Email sent to all user groups informing them of the deadline extension as key user groups had not yet responded.

July 4 2023	Social media post – Last call for public survey.	Social media post about the project, directing people to participate in the survey.
Aug 18 2023	Direct email – Invitation to participate in the open house.	Sent to Senior Management Team (SMT), Council, Recreation and Leisure Services Committee, and User Groups inviting them to the September 13th, 2023, project open house regarding the project.
Sept 11 2023	Direct email – Reminder of the public meeting.	Sent to Senior Management Team (SMT), Council, Recreation and Leisure Services Committee, and User Groups inviting them to the September 13th, 2023, project open house regarding the project.
Sept 13 2023	Project open house – Held at the Storrington Center.	43 participants, 5 members of council, and representatives from 16 groups.
Sept 14 2023	Social media post – Regarding the meeting.	Encouraging people to read about the project and provide feedback on Engage Frontenac.
Oct 6 2023	Direct email – Meeting follow up and summary of discussions.	Sent to all attendees to the meeting and frequent user groups. Next steps included in email.
Nov 17 2023	Direct email – Project timeline update, notice of special Recreation Committee meeting on Dec 13 2023.	Sent to all attendees to the meeting and frequent user groups to invite them to the special meeting with the Recreation and Leisure Services Advisory Committee and Serria Planning.
Nov 28 2023	Direct email – Meeting cancellation and rescheduled for 2024.	Sent to all attendees to the meeting and frequent user groups. The meeting had to be cancelled due to scheduling conflicts with Council members on the committee.
May 17 2024	Direct email – Notice of Recreation Committee meeting on May 23 2024.	Sent to attendees of the September 13 th meeting and all frequent user groups. Delegation process outlined; no delegations registered.
May 23 2024	Recreation and Leisure Services Committee – Regular meeting.	Jon Hack from Serria Planning presented a draft report to the recreation committee for comments.

May 29 2024	Direct email – Meeting summary and next steps.	Email informing people on how the Recreation Committee went and that documents are posted online for public comment throughout the month of June.
May 29 – June 21 2024	Engage Frontenac – Presentation materials posted for public comments.	Engagement summary included in the report.
Aug 15 2024	Direct email – Notice of meeting for Recreation Committee meeting and first draft of report.	Sent to attendees of the September 13 th meeting and all frequent user groups. Delegation process outlined; two delegations registered.
Aug 22 2024	Recreation and Leisure Services Committee – Regular meeting.	Staff presented the final report for approval. Jon Hack joined virtually. The committee heard from several groups at the meeting. It was ultimately unanimously approved.
Sept 5 2024	Direct email – Project update – Report going to council Oct 1, 2024.	Sent to attendees of the September 13 th meeting and all frequent user groups regarding the policy going to Council on Oct 1. Delegation process outlined; two delegations registered.
Oct 1 2024	Council meeting – Policy presented to Council for approval.	Jon Hack presented the report to Council. Delegations were invited but no formal delegations received, though there were some people in attendance and heard from. The policy was ultimately approved. Council directed staff to advertise a Public Meeting for the fee portion of the project as per Bylaw 2016-73.
Oct 29 2024	Direct email – Notice of Public Meeting.	Sent to attendees of the September 13 th meeting and all frequent user groups. Delegation process outlined.
Oct – Nov 2024	Notice of Public Meeting Promotion	Promotion of the Public Meeting regarding the fee schedule as per Bylaw 2016-73. The meeting was published in the Frontenac News ad banner on Oct 17, 24, 31, Nov 7 and 14 as well as in the NewsFlash newsletter in Oct and Nov.

Township of South Frontenac Staff Report



To: Council

From: Office of the Chief Administrative Officer

Date of Meeting: November 19, 2024

Subject: Public Meeting regarding Disposition of Surplus Land

Report Number: 2024-197

Summary

This report provides information regarding the potential disposition of surplus land for roll # 102904002030450, PT LT 10 CON 13 LOUGHBOROUGH AS IN FR156156; SOUTH FRONTENAC

Recommendation

This report is for information only.

Background

A request has been received in regards to a property owned by the Township which is approximately 100 acres and land locked. There is interest in the property for nature reserve purposes. It is only accessible through private lands. There is what appears to be a unopened road allowance abutting the property at the north which extends East-West from Canoe Lake Rd to Frontenac Park but would still not provide access due to watercourses through the road allowance. The property abuts to Frontenac Provincial Park and is an opportunity to establish a conservation corridor between the Park and the Kingston Field Naturalist's Helen Quilliam Sanctuary and the Gould Lake Conservation Area to the southwest.

The property has been reviewed by the Director of Development Services who has confirmed that there is no future use of the property for the Township. The property is land locked and is surrounded by unopened road allowances and provides a challenging terrain for access.

Discussion/Analysis

The property under roll #102904002030450 was declared surplus at the September 10th, 2024 meeting as per By-law 1999-0025.

Public Notice was published in our banner ad in the Frontenac News along with social media and our website of the proposed disposition. Public notice was issue for a period of 4 weeks as per By-law 2002-92

A few comments were received from supportive of the lands of having the property under nature reserve purposes.

Council will receive any feedback provided through the Public Meeting and staff will return with a recommendation.

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.
 - Pillar: 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.

Attachments

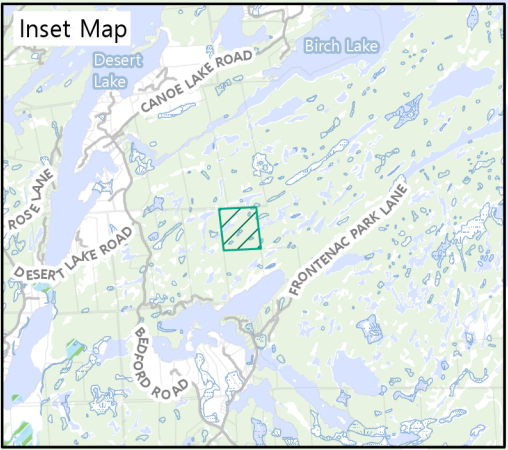
- Exhibit A - Site map
- Exhibit B - Correspondence
- Exhibit C - Public Meeting Notice

Approvals

Submitted/Approved By:



Louise Fragnito, Chief Administrative Officer

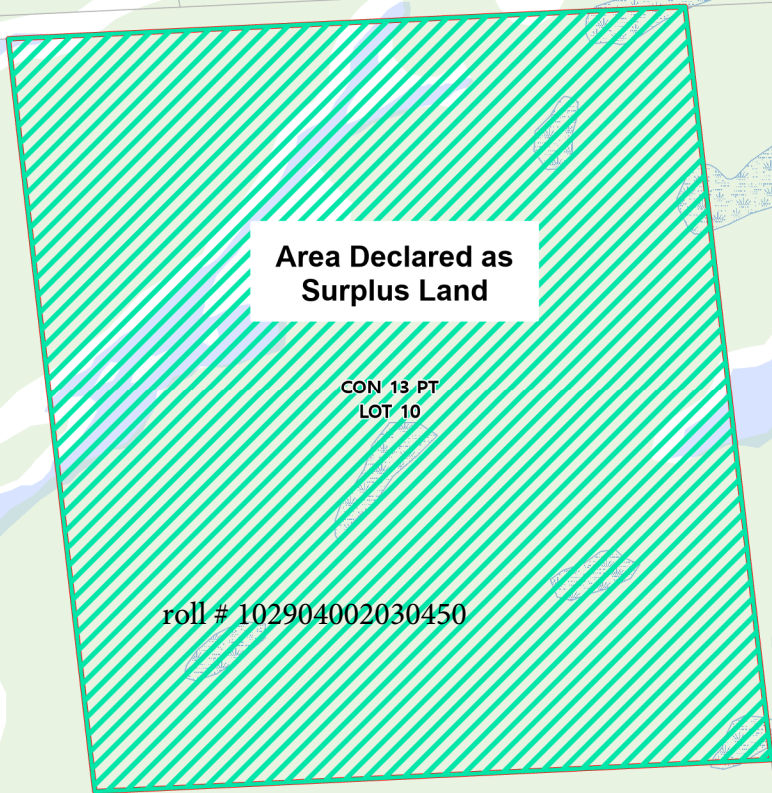


SOUTH FRONTENAC

**102904002030450
PT LT 10 CON 13
LOUGHBOROUGH
AS IN FR156156**

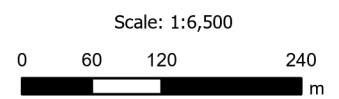
Legend

-  Subject Property
-  Provincially Significant Wetland
-  Wetland
-  Wooded Area
-  Waterbody
-  Township Boundary
-  Road



Produced by the County of Frontenac, under license with the Ontario Ministry of Natural Resources © King's Printer for Ontario, 2024.

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 Zone 18 NAD 83



P.O. Box 825, Kingston, ON K7L 4X6

November 12, 2024

Mayor Vandewal and Council
c/o James Thompson, Clerk
Township of South Frontenac
4432 George St. Box 100
Sydenham ON, K0H 2T0

Dear Mayor and Council:

Re: Declaration of Surplus Land, Roll No. 1029 0400 2030 0450

The Land Conservancy for Kingston, Frontenac, Lennox and Addington is pleased to see the Township moving to declare this property surplus.

We believe its best future is as a nature reserve buffering Frontenac Provincial Park and adding to a conserved corridor connecting the Park to the Helen Quilliam Sanctuary and the Gould Lake Conservation Area.

We look forward to Council's decision.

Sincerely,

A handwritten signature in blue ink, appearing to read "Vicki Schmolka".

Vicki Schmolka
President



Copy to: Superintendent Chabot, Frontenac Provincial Park

From: Anne Robertson
Sent: November 2, 2024 8:08 PM
To: James Thompson <jthompson@southfrontenac.net>
Subject: Lot 10 concession13 South Frontenac

Clerk of Township of South Frontenac

2 November 2024

Hello James Thompson

Re: N ½ Lot 10. Concession 13 Township of South Frontenac

As owners of the adjacent Lot 9, Concession 13 (soon to be donated to the Land Conservancy for KFLA) we strongly support the transfer of N ½ Lot 10 Concession 13 from the Township of S Frontenac to the Land Conservancy for KFLA . This helps connect Frontenac Park through to the property of the Kingston Field Naturalists and thence to the Gould Lake Conservation Area. A wonderful corridor for wildlife through this beautiful and rugged terrain.

The attached map of protected lands in this area shows approximately the area of concern in relation to the surrounding protected areas.

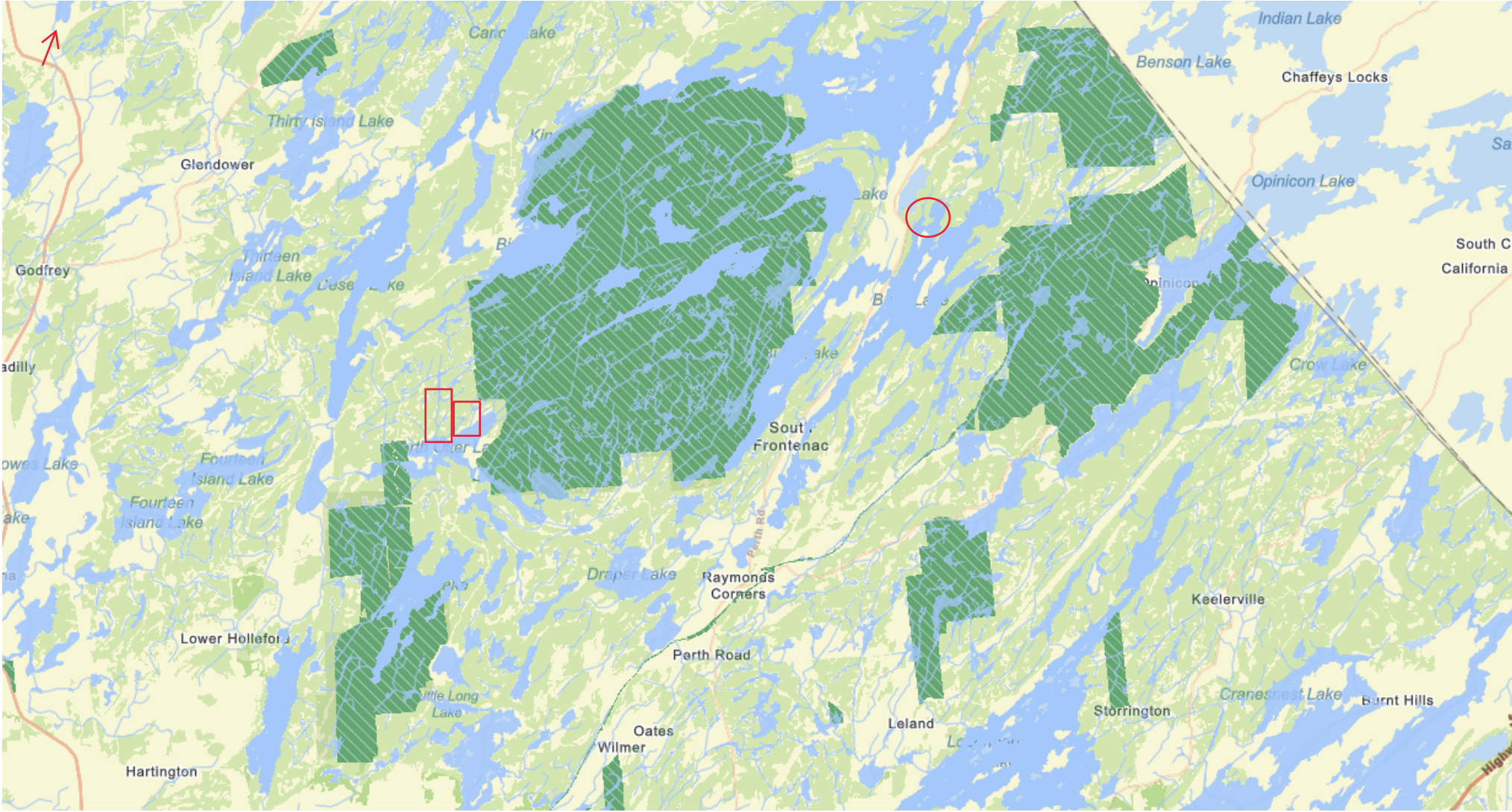
Protecting all this property for ever is the right thing to do and very much anticipated.

We look forward to your decision

Anne and Barry

Anne and Barry Robertson

Protected Lands



2 km

Watercourse



Trout Lakes



Waterbody Areas - OIH Waterbody



Protected Lands



LC Wooded Area



Study Area



From: David Praskey

Sent: November 8, 2024 8:27 PM

To: James Thompson <jthompson@southfrontenac.net>

Subject: Please keep as Conservation Corridor!!

Thank you!

From: Morley Burwash
Sent: November 11, 2024 12:32 PM
To: James Thompson <jthompson@southfrontenac.net>
Subject: Proposed sale of municipal land

To Clerk Thompson regarding roll # 102904002030450

We are writing to support the sale of the above land by the Township. We particularly support its sale to the Kingston Field Naturalists. A very modest fee, would in our opinion, be appropriate. The preservation of undeveloped land as nature reserve could be considered to meet both the objectives of climate change mitigation and the recreational needs of citizens supporting the official plan of the Township.

Yours truly

Morley Burwash and Ron Themens

4492 Wildlife Lane Battersea K0H 1H0

From: Robin Orr

Sent: November 12, 2024 2:58 PM

To: James Thompson <jthompson@southfrontenac.net>

Subject: Support for sale of Con 13 PT Lot 10

Hello Mr. Thompson,

I would like to express my support of the sale, for nature reserve purposes, of the lot abutting Frontenac Provincial Park.

Regards,

Robin Orr

4642 Westport Road

South Frontenac

Notice of Proposed Sale of Municipal Land

Pursuant to the Township of South Frontenac By-law to Establish Procedures Governing The Sale of Real Property in the Township of South Frontenac (By-law 1999-25) and the By-law to Prescribe the Form and Manner and Time for the Provision of Notice (By-law 2016-73) take notice that the Council of the Corporation of the Township of South Frontenac has declared the following property surplus and intends to dispose of the municipal property:

Lands affected: The Corporation of the Township of South Frontenac is the registered owner of the lands described as Roll Number 102904002030450, PT LT 10 CON 13 LOUGHBOROUGH AS IN FR156156; SOUTH FRONTENAC.

Explanatory note: A request has been received in regard to the property owned by the Township which is approximately 100 acres and land locked. There is interest in the property for nature reserve purposes. It is only accessible through private lands. There is what appears to be an unopened road allowance abutting the property at the north which extends East-West from Canoe Lake Rd to Frontenac Park but would still not provide access due to watercourses through the road allowance. The property abuts to Frontenac Provincial Park and is an opportunity to establish a conservation corridor between the Park and the Kingston Field Naturalist's Helen Quilliam Sanctuary and the Gould Lake Conservation Area to the southwest.

The property has been reviewed by the Director of Development Services who has confirmed that there is no future use of the property for the Township. The property is land locked and provides a challenging terrain for access.

The land was declared surplus by a resolution of Council at the September 10, 2024 meeting.

Public Meeting: The Council of the Corporation of the Township of South Frontenac will hold a public meeting on November 19, 2024 at 7:00 p.m. at its regular meeting to be held at the Storrington Centre, 3910 Battersea Road.

Members of the public may review the agenda and register to participate in the meetings via Zoom at <https://calendar.southfrontenac.net/default/Detail/2024-11-19-1900-Council-Meeting>. In-person attendance shall be at the Storrington Centre, 3910 Battersea Road. Residents may contact the Clerk, James Thompson at jthompson@southfrontenac.net or by phone at 613-376-3027, for more information. Any written comments should be submitted to the Clerk by November 18, 2024, at 2:00 p.m.

Minutes of Council
November, 12, 2024



Township of South Frontenac Council Meeting Minutes



Meeting # 19

Time: 7:00 PM

Location: 3910 Battersea Road/Virtual Via Zoom

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

Absent: Doug Morey

Staff: Louise Fragnito - Chief Administrative Officer, James Thompson - Clerk, Heather Woodland - Deputy Clerk, Brad Wright - Director of Development Services, Kyle Bolton - Director of Public Services, Delbert Blakney - Director of Fire and Emergency Services, Troy Dunlop - Manager, Engineering & Capital Projects, Rebecca Roy - Chief Building Official, Christine Woods - Manager, Planning

1 Call to Order

a) Resolution

Resolution No. 2024:19:01

Moved by Councillor Pegrum

Seconded by Councillor Turcotte

That the Council meeting of November 12, 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 and Addendum

a) Resolution

Resolution No. 2024:19:02

Moved by Councillor Roberts

Seconded by Councillor Ruttan

That the agenda be approved, as presented.

Carried

4 Scheduled Closed Session

a) There was none.

5 Recess

a) Not applicable.

6 Public Meeting

a) Resolution

Resolution No. 2024:19:03

Minutes of Council
November, 12, 2024

Moved by Councillor Leonard
Seconded by Councillor Trueman
That the public meeting regarding PL-ZBA-2024-0116, Brown, 6231 Battersea Road be called to order.

Carried

- b) Notice of Collection
- c) The Clerk spoke to the Notice of Collection.
- d) Public Meeting - Zoning By-law Amendment Application PL-ZBA-2024-0116, Brown, 6231 Battersea Road

Resolution No. 2024:19:04
Moved by Councillor X
Seconded by Councillor Y
THAT

Carried

- e) Christine Woods conducted a PowerPoint presentation regarding PL-ZBA-2024-0116.

In response to a question from Councillor Sleeth, Christine Woods provided further information regarding the history of operations at the quarry.

Councillor Pegrum sought further information regarding registering quarry operations on title. Christine Woods indicated that this matter would be reviewed further prior to the presentation of the next report.

Mayor Vandewal noted that only quarry operations should be exempt from municipal by-laws.

The Mayor afforded members of the public with an opportunity to provide comment.

Members of the public did not provide comment.

- f) Resolution

Resolution No. 2024:19:04
Moved by Councillor Sleeth
Seconded by Councillor Roberts
That the public meeting be closed.

Carried

7 Delegations

- a) Representatives from Royal Canadian Legion Sydenham Branch 496 were present to speak to Council regarding Cenotaph Enhancement.
- b) Kyle Bolton noted that this matter would be brought before Council during 2025 budget deliberations.

8 Briefings

9 Approval of Minutes

- a) Resolution

Minutes of Council
November, 12, 2024

Resolution No. 2024:19:05

Moved by Councillor Turcotte

Seconded by Councillor Sleeth

That the minutes of the October 15, 2024 Council meeting be approved.

Carried

10 Reports Requiring Action

a) 2024 Frontenac Farmers Market Holiday Market

Resolution No. 2024:19:06

Moved by Councillor Ruttan

Seconded by Councillor Leonard

That Council designate the special holiday event hosted by the Frontenac Farmers Market as Municipally Significant December 7th, 2024, from 3:00 pm – 7:00 pm at Centennial Park in Harrowsmith as required by the Alcohol & Gaming Commission of Ontario (AGCO) for a Special Occasion Permit (SOP) for the sale and service of alcohol at the events.

Carried

b) Close Out Report – 2024 Private Lane Upgrade Assistance Program

Resolution No. 2024:19:07

Moved by Councillor Sleeth

Seconded by Councillor Pegrum

That Council receive the close out summary report for the 2024 Private Lane Upgrade Assistance Program for information.

Carried

11 Advisory Committee Reports or Minutes

a) There were none.

12 Reports Requiring Approval of By-laws

a) Appointment of Deputy Clerk, Deputy Division Registrar and Municipal Law Enforcement Officer

Resolution No. 2024:19:08

Moved by Councillor Roberts

Seconded by Councillor Pegrum

That By-law 2024-71, 2024-72 and 2024-73 being by-laws to appoint a Deputy Clerk, Deputy Division Registrar and Municipal Law Enforcement Officer, be given first and second reading.

Carried

Resolution No. 2024:19:09

Moved by Councillor Trueman

Seconded by Councillor Ruttan

That By-law 2024-71, 2024-72 and 2024-73 be given third reading, signed and sealed.

Carried

13 Reports for Information

a) 2nd and 3rd Quarter 2024 – Planning Services Report

b) 2nd and 3rd Quarter 2024 – Building Services Report

c) 2025 Budget Survey Results

Minutes of Council
November, 12, 2024

14 Committee of the Whole

- a) Not applicable.

15 Tabling of Documents

- a) There were none.

16 Communications

- a) There was none.

17 Notice of Motions

- a) There were none.

18 Rise and Report regarding County Council and External Boards

- a) County Council - Councillor Leonard provided an update regarding the Committee of the Whole budget deliberations. He mentioned that the County of Frontenac issued a letter to the Province of Ontario regarding the Township of South Frontenac Road 38 project.
- b) Cataraqui Conservation - Councillor Sleeth indicated that the Knox Farm proposal was discussed at length at the last meeting.
- c) Quinte Conservation - Councillor Roberts noted that the Board commenced budget deliberations.
- d) Rideau Valley Conservation Authority - Councillor Turcotte spoke to the proposed budget in relation to the Township of South Frontenac.
- e) Frontenac Community Arena Board - Councillor Roberts noted that the arena is running well.

19 Announcements/Statements by Councillors

- a) Members of Council spoke to the various Remembrance Day celebrations held in the Township of South Frontenac.

Councillor Sleeth expressed concern regarding the condition of the cenotaph at Sandhill Cemetery.

20 Closed Session (if requested)

- a) There was none.

21 Confirmatory By-law

- a) Resolution

Resolution No. 2024:19:10

Moved by Councillor Roberts

Seconded by Councillor Leonard

That By-law 2024-74, 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. 2024:19:11

Minutes of Council
November, 12, 2024

Moved by Councillor Trueman
Seconded by Councillor Sleeth
That By-law 2024-74, being the confirmatory by-law, be given third reading,
signed and sealed.

Carried

22 Adjournment

a) Resolution

Resolution No. 2024:19:12
Moved by Councillor Pegrum
Seconded by Councillor Ruttan
That the Council meeting of November 12, 2024 be adjourned at 8:11 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: November 19, 2024

Subject: 2025 Meeting Calendar

Report Number: 2024-191

Summary

The purpose of the report is to recommend adoption of the 2025 meeting schedule for Council, advisory committees and legislated committees.

Recommendation

That notwithstanding By-law 2017-76, As Amended and By-law 2023-04, the following Council, Lake Ecosystem Advisory Committee and Heritage Advisory Committee meeting dates be rescheduled as follows:

- The January, April, July and October meetings of the Heritage Advisory Committee meetings rescheduled to March, June, September and December; and
- The March, June, September and December Lake Ecosystem Advisory Committee meetings rescheduled to January, April, July and October; and
- July 1 Council meeting rescheduled to July 15; and
- August 5 Council meeting rescheduled to August 12; and
- December 25, Heritage Advisory Committee meeting rescheduled to December 4; and

That the 2025 Council, advisory committees and legislated committees meeting schedule, attached as Exhibit A to the Report, be approved.

Background

The respective meeting schedule for Council, advisory committees and legislated committees is governed by [By-law 2017-76](#), as amended and [By-law 2023-04](#).

Discussion/Analysis

With the exception of the following meetings, the proposed 2025 meeting schedule, attached as Exhibit A to the Report, reflects the meeting schedule prescribed in the Council Procedure By-law and Committee By-law. For greater meeting efficiency and to assist the committees in accomplishing tasks within their mandate, the Lake Ecosystem Advisory

www.southfrontenac.net

South Frontenac is a welcoming and thriving rural community.

Committee and Heritage Advisory Committee quarterly monthly schedules are being adjusted than what is currently reflected in By-law 2023-04, Committee By-Law.

Notwithstanding By-law 2017-76, As Amended and By-law 2023-04, it is proposed that the following Council, Lake Ecosystem Advisory Committee and Heritage Advisory Committee meeting dates be rescheduled as follows:

- The January, April, July and October meetings of the Heritage Advisory Committee meetings rescheduled to March, June, September and December; and
- The March, June, September and December Lake Ecosystem Advisory Committee meetings rescheduled to January, April, July and October; and
- July 1 Council meeting rescheduled to July 15; and
- August 5 Council meeting rescheduled to August 12; and
- December 25, Heritage Advisory Committee meeting rescheduled to December 4.

The 2025 meeting schedule will be posted to the Township of South Frontenac website upon approval.

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.

- Pillar: Municipal Service Excellence
- Action Item (If Applicable):

Climate Considerations

Not applicable to this report.

Notice/Consultation

Not applicable to this report.

Attachments

Exhibit A – 2025 Meeting Schedule

Approvals

Prepared By: Heather Woodland, Deputy Clerk



James Thompson, Clerk

Approved By:



Louise Fragnito, Chief Administrative Officer



2025 Meeting Schedule

JANUARY 2025						
S	M	T	W	T	F	S

			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY 2025						
S	M	T	W	T	F	S

						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

MARCH 2025						
S	M	T	W	T	F	S

						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

APRIL 2025						
S	M	T	W	T	F	S

		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MAY 2025						
S	M	T	W	T	F	S

				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JUNE 2025						
S	M	T	W	T	F	S

1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

JULY 2025						
S	M	T	W	T	F	S

		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

AUGUST 2025						
S	M	T	W	T	F	S

					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

SEPTEMBER 2025						
S	M	T	W	T	F	S

	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

OCTOBER 2025						
S	M	T	W	T	F	S

			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

NOVEMBER 2025						
S	M	T	W	T	F	S

						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

DECEMBER 2025						
S	M	T	W	T	F	S

	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

LEGEND

- Holiday
- Lake Ecosystem Advisory Committee
- Council Meeting
- Heritage Advisory Committee
- Committee of Adjustment
- Recreation Advisory Committee

Township of South Frontenac Staff Report



To: Council

From: Director, Emergency Services-Fire Chief

Date of Meeting: November 19, 2024

Subject: Pre-Budget Approval Request – Paid-on-call Firefighter Recruitment (up to 30) in 2025

Report Number: 2024-187

Summary

This report outlines the rationale for the pre-budget approval request for the 2025 recruitment for up to 30 paid-on-call firefighters.

Recommendation

That Council provide pre-budget approval in the amount of \$280,000 for a recruitment of up-to 30 paid on-call firefighters in 2025; and

That the budget request for the paid on-call firefighter recruitment be funded from the working funds.

Background

In 2018, South Frontenac Fire and Rescue staff completed an Operational Review of Fire Services and Fire Protection for the Township of South Frontenac. This report outlined a need for continual firefighter recruitment every 2 years to replace members that have resigned or retired from active duty.

Currently, SFFR has a target complement of 110 volunteer firefighters. This number has declined consistently over the past 5 years despite a 2019 recruitment of 24 firefighters, 2021 recruitment of 20 firefighters, and 2023 recruitment of 19 firefighters. This trend is consistent with many volunteer fire services in Canada with an average paid-on-call firefighter career span of 4 years which is the equivalent of a 10% loss of staffing every year.

Currently we have 70 firefighters, 20 captains and 4 platoon chiefs for a total of 94 suppression staff. Of the 94 members, 4 are on extended leave of absence bringing the number to 90 and 10 have participation rates under 20% for calls and training attendance with the minimum requirement being 33%. Therefore, we currently have 80 active firefighters, 67 of which work Monday to Friday outside of the municipality. Personnel with less than adequate attendance will be required to sign a performance contract or will be asked to resign.

The proposed 2025 recruitment will assist in solidifying our compliment of staff and will be focused on stations that currently have lower numbers of volunteer firefighters.

Station	Available Personnel	Target Personnel 2025	Optimal Personnel
Station 1	6	10	15
Station 2	4	10	15
Station 3	10	15	15
Station 4	17	15	20
Station 5	13	15	20
Station 6	8	15	15
Station 7	10	15	15
Station 8	12	15	20
Totals	80	110	135

Discussion/Analysis

With budget approvals not anticipated until December of 2024 or early 2025, staff are seeking budget pre-approval to avoid delays in recruiting and training.

The past three (3) SFFR volunteer firefighter recruitments have taken approximately a full year to complete. This includes the following modified timeline:

- Fall Recruitment Campaign (Dec -Jan)
- Applications Due (Jan 15th)
- Interviews, physical testing, written testing, evaluations, screening (Jan-Feb)
- Offers of Probationary Positions (March)
- Sizing for equipment, organizing training schedule, training assignments (April)
- Begin Recruit Training – NFPA 1001 Level 1 and 2, NFPA 1072 Operations (April)
- Complete Recruit Training / Graduation (Oct-Nov)

Financial Implications

Funding for the recruitment will come from working funds. Every reasonable effort will be made to use existing spare bunker gear and equipment from persons who have resigned.

The breakdown of the total value of the recruitment for up to 30 new volunteer firefighters is as follows:

Item	Cost per Recruit	Total Recruitment Cost
Personal Protective Equipment – Firefighting Ensemble & Uniform	\$6,085	\$152,125
Supplies, Screening and Medical training	\$1,800	\$ 45,000
Wages - Recruits	\$2,500	\$ 62,500
OH Costs – Facilities, Advertising, Fees, instructors		\$ 26,350
Total		\$280,000

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: Municipal Service Excellence

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

List internal and external stakeholders consulted in developing the report, for example:

- *Municipal Senior Staff – CAO*
- *External Vendors*
- *Other Ontario Fire Services*

Approvals

Submitted By:



Del Blakney, Director of Emergency Services / Fire Chief

Approved By:



Louise Fragnito, Chief Administrative Officer

Township of South Frontenac Staff Report



To: Council

From: Director, Public Services

Date of Meeting: November 19, 2024

Subject: Request for Posted Speed Limit Reduction – Greenfield Road

Report Number: 2024-196

Summary

The purpose of this report is to provide background on a request for speed limit reductions on Greenfield Road (west of Perth Road).

Recommendation

Open.

Background

During the summer of this year, the Public Services Department advanced significant road improvements on the 1.5km section of Greenfield Road located west of Perth Road. These works concluded with the final placement of surface treatment materials on August 29th.

On October 3rd, 2024, Sarah Bentley submitted a request that speed limits be posted on the corridor and that a posted limit of 40km be given consideration as part of this review. This request was paired with a petition including signatures from 24 property owners along the road. The petition submitted conforms with the Township's on-line submission requirements and otherwise represents 73% of the properties. Refer to Exhibit A and Exhibit B for additional details.

Discussion/Analysis

The Township currently has a speed limit inquiry process posted on the municipal website. Recent and recurring discussions at Council on speed limit changes have highlighted the need for further discussion on the process along with review triggers. Public Services staff have been doing active research on municipal speed limit policies in Eastern Ontario and that process is still ongoing. Discussions with several Eastern Ontario municipalities has shown that the majority of municipalities do not have policies relating to speed limit requests. Many of those municipalities that do have policies continue to be reviewing or updating policies in response to increased demands from the public. Township staff believe

it would be beneficial to see the outcomes of some of these studies before advancing any new policy change in this area.

The section of Greenfield Road lying east of Perth Road currently carries a posted speed limit of 60km/hr from Perth Road to Duff Road. The dead-end section of Greenfield Road subject to this report is currently an unposted road.

The speed limit on Greenfield Road (west) is governed under Section 128.1 of the Highway Traffic Act. Roads within built up areas have a statutory speed limit of 50km/hr whereas the statutory speed limit outside of these areas is 80km/hr. This section of Greenfield Road has over 50% of the road frontage occupied by residential development (860m or 59%) therefore this area would presently meet the Highway Traffic Act definition of a built-up area. The statutory speed limit is therefore considered to be 50km/hr for enforcement purposes.

Currently, Council has two options to consider in response to this request from the Greenfield Road.

Option 1 – Direct staff to advance technical review for posted speed limits on Greenfield Road west of Perth Road

Option 2 – Deny the petition request

Financial Implications

Not applicable to this report.

Relationship to Strategic Plans

Not applicable to this report.

This initiative adheres to the following guiding principle of the 2023-2026 Strategic Plan.

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

Climate Considerations

Not applicable to this report.

Notice/Consultation

None

Attachments

Exhibit A – Speed Limit Petition Request S. Bentley

Exhibit B – Location Plan – Greenfield Road

Approvals

Prepared By: W. Troy Dunlop, C.E.T., Manager of Engineering and Capital Projects

Submitted By:



Kyle Bolton, C.E.T., Director of Public Services

Approved By:



Louise Fragnito, CPA CGA, Chief Administrative Officer



**SOUTH
FRONTENAC**

Speed Limit Reduction Request

Requested by: (Please include email and phone number)

Sarah Bentley

[Redacted contact information]

Date

October 3, 2024

Change Request Form

Description of proposed change (specific section of street or road, between Civic #'s)

Greenfield Rd. - West of Perth Rd.

Civic #'s 3749 - 3907 , Request of limit to be 40 Km/hr.

Rationale - Time of Day most impacted by speeding

All times of the day , speeding is an issue

Rationale - What direction? Both, north bound, west bound etc.

Westbound & Eastbound.

What is the existing Speed Limit posted?

There is NO posted speed limit

Petition from other concerned citizens? (if so, please attach)

yes .

↓ see below

Save a copy of your completed form and the required petition and email both to the Public Services Department for review and consideration.

3511 Greenfield Road

Rebecca Goodwin

[Redacted]

- 3658 Greenfield Rd

Barb Guidin

[Redacted]



**SOUTH
FRONTENAC**

2490 Keeley Rd, Box 100
Sydenham ON, K0H 2T0
613-376-3027
pwsupport@southfrontenac.net

Petition for Speed Limit Reduction Consideration

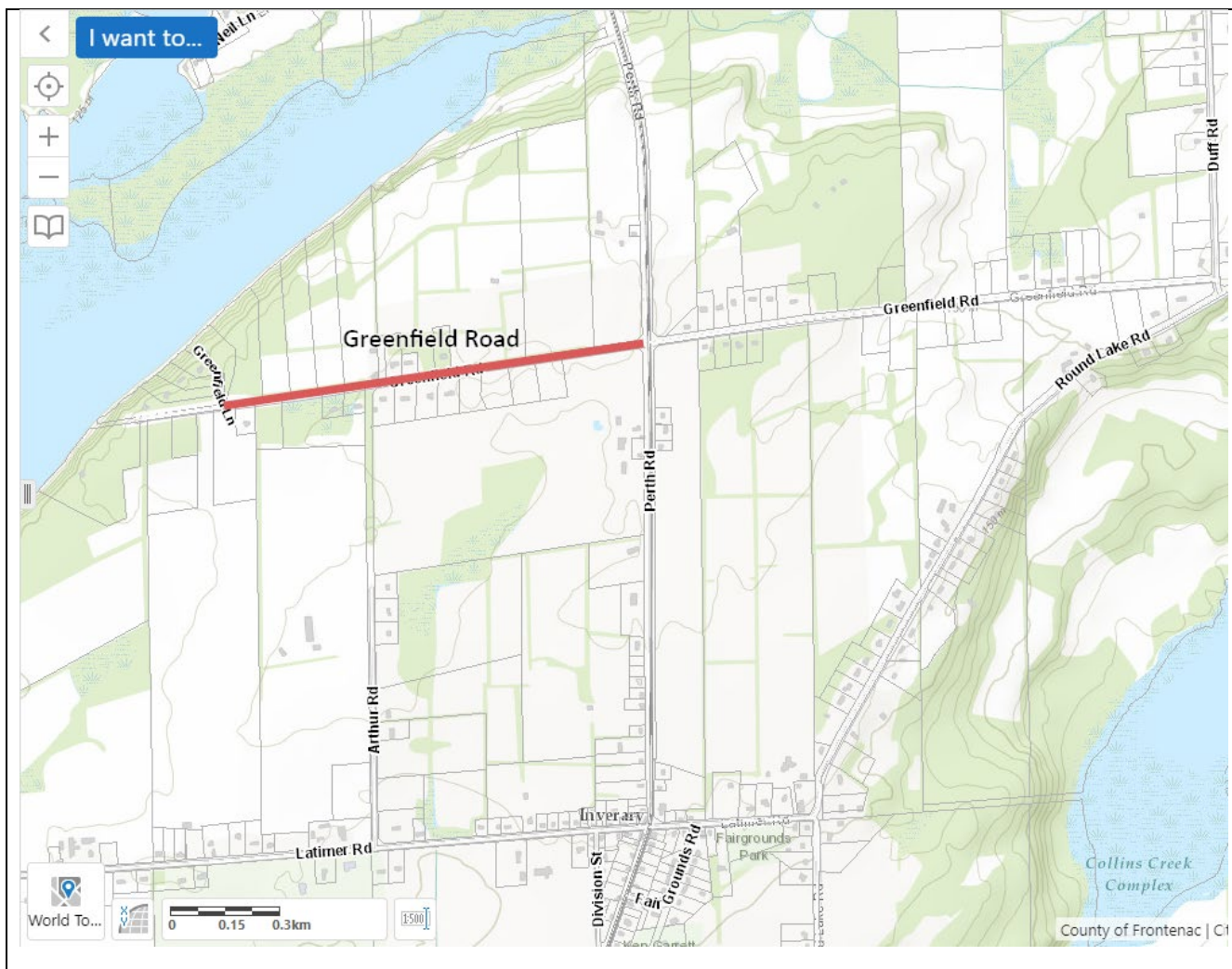
We the undersigned agree with the request for speed limit reduction on Greenfield Rd. and have included our name, civic address and phone#.
(name of Road/Street)

Name of Resident Civic Address Phone #

- # 3859 Drew Boyce & Sarah Bentley [REDACTED]
- # 3826 Cheri + Meraldo Valchoff [REDACTED]
- # 3806 LEO/ISABEL MACHADO [REDACTED]
- # 3761 LUCIE PAQUET & SUE MARANDA [REDACTED]
- # 3749 Brenda Orchard + Kevin Arbor [REDACTED]
- # 3785 Lisa + James Hawkins [REDACTED]
- # 3803 Robert + Diane Ramirez [REDACTED]
- # 3848 Jay Kuhwe + Laura Kuhwe [REDACTED]
- # 3852 Paul + Debi Bruce-Mooritz [REDACTED]
- 3824 Donna + Jim Stoes [REDACTED]
- 3829 Jason + Kirstin Scott [REDACTED]

- # 3880 Greenfield Alain & Michelle Shoner [REDACTED]
- # 3967 Greenfield Rd Jeff and Katherine Wills [REDACTED]
- # 3873 GREENFIELD RD [REDACTED]
- # VERNON MALONEY [REDACTED]
- # 3962 Greenfield Rd - Kathy + Shawn Roan [REDACTED]
- # 19 GREENFIELD LANE - Paul + Anne Smith [REDACTED]
- # 3809 Gail + Mike Bush [REDACTED]
- # 3901 Greenfield Rd SCOTT STAYC WHYTE [REDACTED]
- # 3920 Greenfield Rd Kristin Smith + Paul Wotton [REDACTED]
- # 3774 GREENFIELD RD FRANK & WENDY (RENDERERS) [REDACTED]
- # 9 Greenfield Lane Will Kymlicka Sue Donaldson [REDACTED]
- # 5 Greenfield Lane Adrian & Wafan Kusters [REDACTED]
- # 3775 Greenfield Rd. Brian & Kelly Sedore [REDACTED]
- # 3866 GREENFIELD RD RYAN & NICOLE BEAMON [REDACTED]
- # 4644 North Shore Rd. Nada + Rob Beamish [REDACTED]
- # 3880 Greenfield Rd. B.A.D. Wright [REDACTED]
- # 20 GREENFIELD LANE BRAD & ANNADA SMITH [REDACTED]

EXHIBIT B – LOCATION PLAN - GREENFIELD ROAD





**SOUTH
FRONTENAC**

2025 Long Range Financial Plan

WHY?

- Every year, Council approves an annual budget which includes both operating and capital components. The current budget process is a single-year view to address the Township's priorities and operational needs.
- As municipalities continue to face mounting financial challenges such as infrastructure costs, impacts from economic uncertainty, climate change, legislative changes, capacity pressures and increased expectations from residents related to the delivery of service, there is a need for long-term financial planning that goes beyond the annual budget process.
- **The long-term financial plan does not commit council to the items or figures included within the plan.** It is strictly a forecast for the next 10 years based on high level major categories along with anticipated pressures and projects adjusting for growth and market pressures. It is used to plan ahead for anticipated future needs. The long-range financial plan helps inform the yearly budget process by providing estimated targets to ensure long-term affordability and sustainability. Funding or project commitments will continue to go through the annual budget approval process.

STRATEGIC LINK

The long range financial plan is a key component in planning and meeting Council's priorities.

Mission:

- To provide efficient and responsive public services, foster sustainable growth, and enhance the quality of life for all residents.

Values:

- Financial Sustainability
- Environmental Stewardship
- Collaboration
- Engagement
- Community

FINANCIAL STRATEGY

Balancing needs and priorities with affordability

Responsible:

- Supporting the sound financial management and stewardship of public funds
- Balancing financial needs with providing reasonable rate increases for property owners

Flexible:

- Being able to respond to opportunities and challenges as they arise while maintaining a position of financial strength

Sustainable:

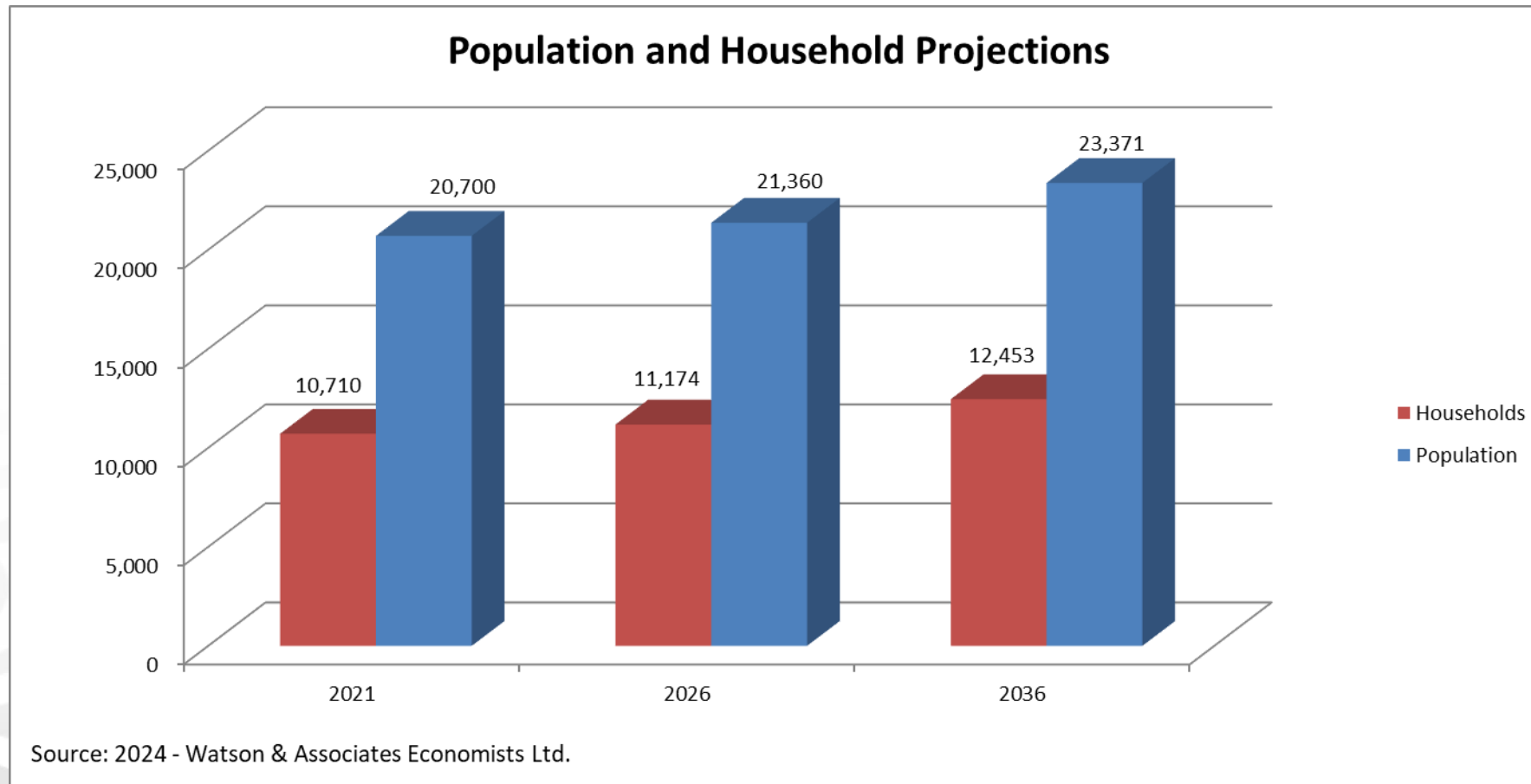
- Planning for tomorrow while addressing the priorities and needs of today
- Maintain service levels, invest in infrastructure and grow with the community while delivering value for money



GROWTH

80% of Frontenac County's growth over the next 25 years will be in South Frontenac

- Delivering services for a growing community means ongoing financial pressures and challenges to meet the needs of the community.
- Growth can lead to the need for upgraded infrastructure and expanded municipal services.
- The chart below is from the 2024 Population and Growth Analysis Study completed in 2024.

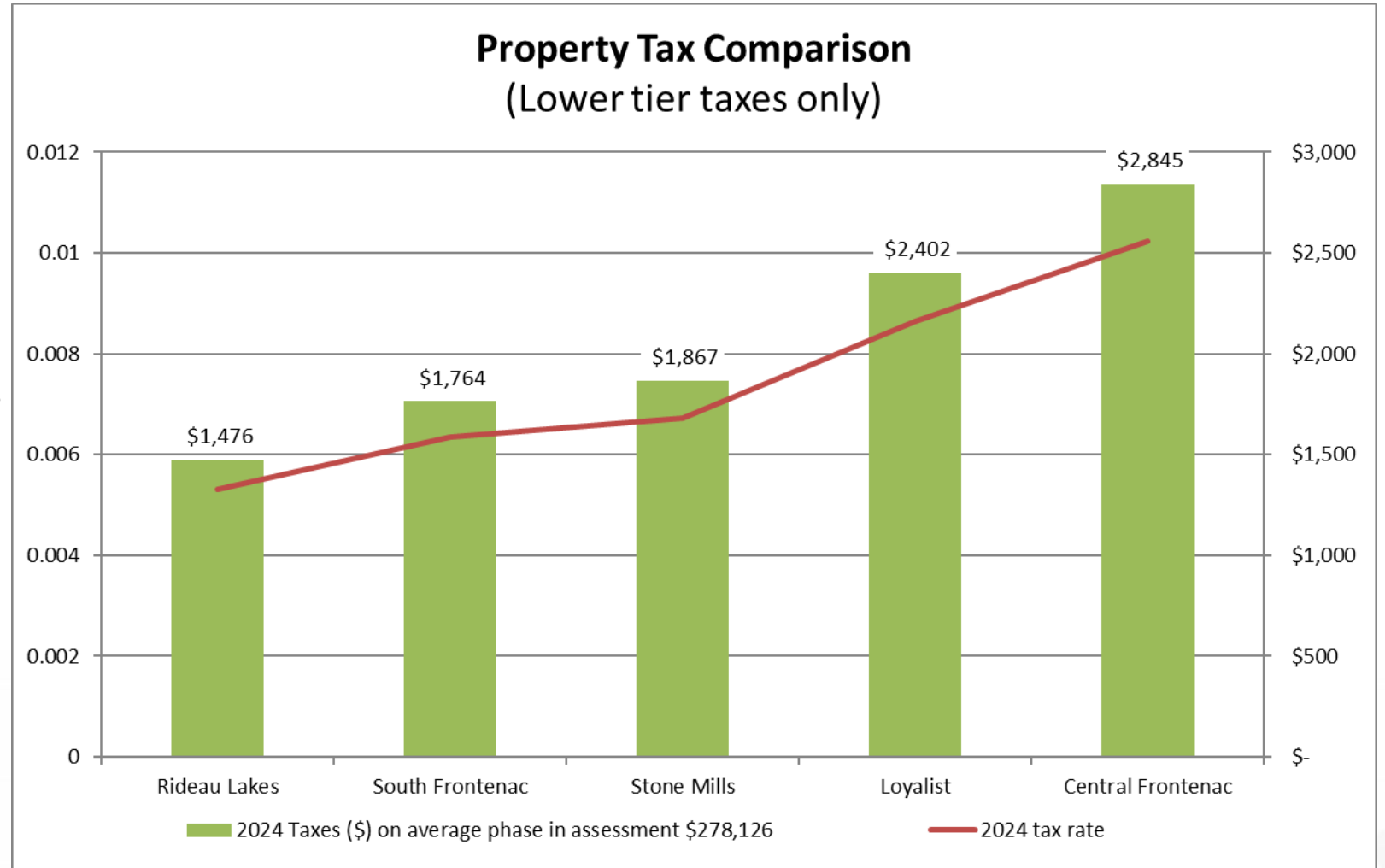


AFFORDABILITY

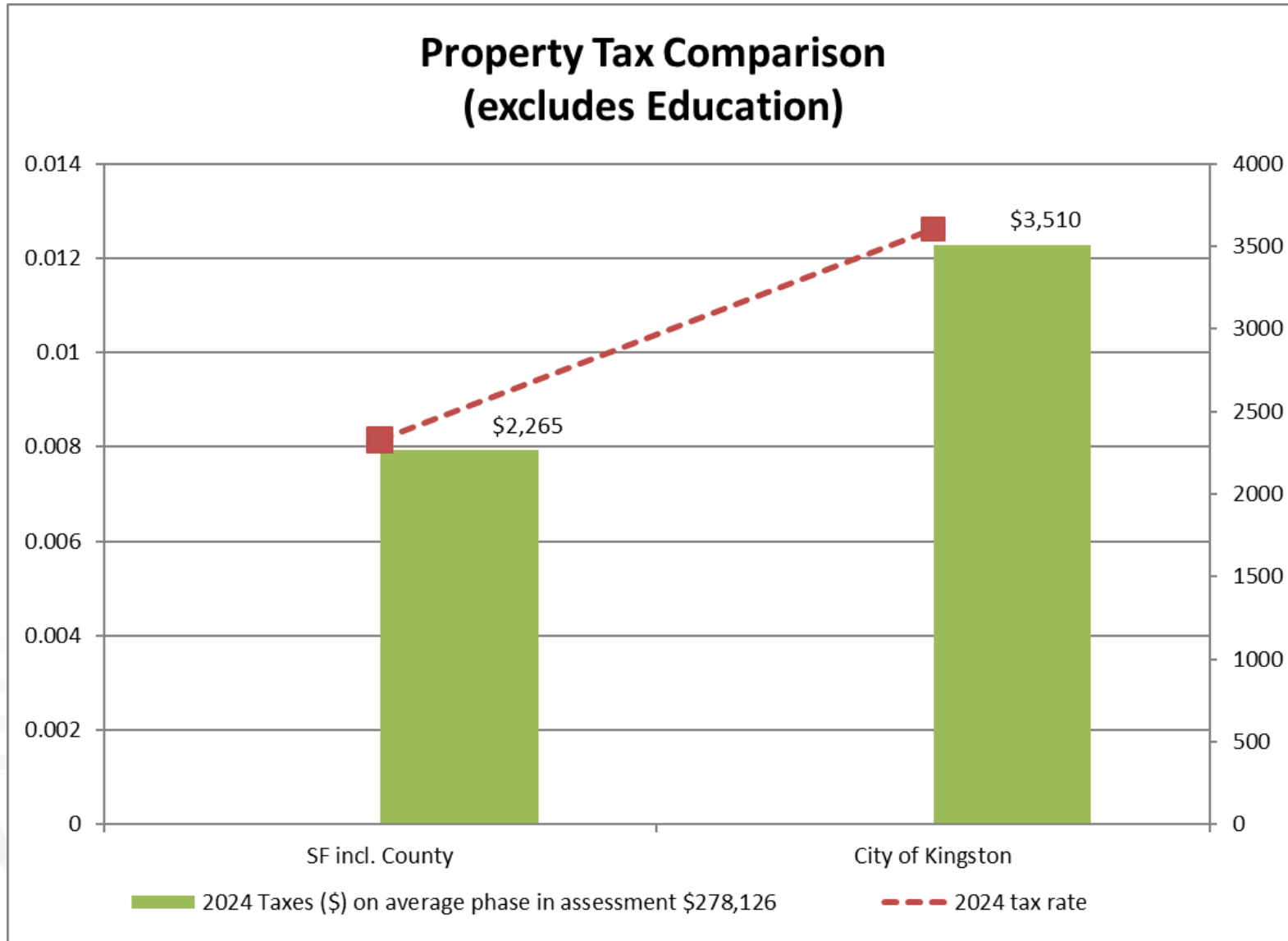
The Township's historical approach has kept property taxes at affordable levels.

South Frontenac has one of the lowest residential tax bills when comparing taxes to other neighboring municipalities.

Orange shows Tax Rate –
Green shows average taxes based on an average assessment of 278,126.



AFFORDABILITY



Orange shows Tax Rate
Green shows average taxes based on an average assessment of 278,126.

FINANCIAL CONDITION

Ministry of Municipal Affairs & Housing (MMAH) provides annual financial indicators to each Municipality and assigns a rating of low to high based on the ratio compared to similar municipalities in the same region.

The Township has a low rating in every ratio except the Capital Asset consumption ratio. Although above the provincial average, this ratio has been decreasing yearly which is reflective of the capital investments the Township has made. Overall, the ratios reflect that the Township is in good financial condition.

Financial Indicators *based on 2022 Financial Information Return	Rating	Actual	Average
Taxes receivable as a % of taxes levied	Low	4.7%	7.2%
Net Debt as % of Own Source Revenues	Low	69.0%	56.6%
Reserve as a % of operating expenses	Low	81.1%	88.7%
Capital asset consumption ratio	Moderate	59.3%	47.3%

KEY CHALLENGES

- **Infrastructure Funding:**

In 2012, the Township implemented a 1% of levy transfer to a dedicated reserve along with applying a yearly 5% increase to its roads construction capital budget. This is an example of its commitment to fully funding its infrastructure. While great progress has been made, the continuous review and update of the asset management plan remains a key component of the estimates within the long-range financial plan.

- **Climate Change:**

Climate change is having an impact on weather and weather patterns. In recent years, extreme weather events have been increasing in frequency and severity. This uncertainty impacts areas such as winter control and roads maintenance such as drainage.

The Township is developing a climate change adaptation and mitigation strategy focused on its operations while balancing cost versus benefits of measures. Since 2021, funds have been allocated or spent towards Climate Change and it is incorporated within the long-term financial plan.

KEY CHALLENGES

- **Mitigating Risk and Uncertainty:**

External factors outside of the Township's control can have an impact from a financial perspective. Changes to legislation, reduction in Provincial or Federal grant funding, increases to fuel and energy prices or OPP billing costs are some examples of these factors.

- **Organizational Capacity:**

Operating pressures across many departments along with shifting service expectations. Pandemic and inflationary pressures have been felt throughout the organization and we are still assessing whether these pressures will continue or how they will see some adjustments.

2025-2034 FORECAST

The long-range financial plan takes the 2024 budget as a baseline and incorporates market estimates, forecasted capital needs as well as known pressures. The development of the long range financial plan incorporates the following assumptions:

- **Assessment:** It is still unknown when the provincial reassessment will take place, but it would likely not take effect until 2027 at the earliest.
- The past two years has seen significant changes in the economy with the 2023 annual CPI change of 3.9%. The CPI year over year 12 month change for September 2024 was 1.6%. The prime interest rate in Canada went from 7.2% in October 2023 to 5.95% for November 2024.

2025 Forecasted

- **Inflation Factors :**

Cost of Living Allowance	2.5% for 2025 and 2.0% for 2026 on
Wages and benefits	2.5% for 2025 & 2026 and 2.0% 2026 on
Insurance	5%
Utilities/Communications	4%
Fuel	3%

2025-2034 FORECAST

Assumptions continued:

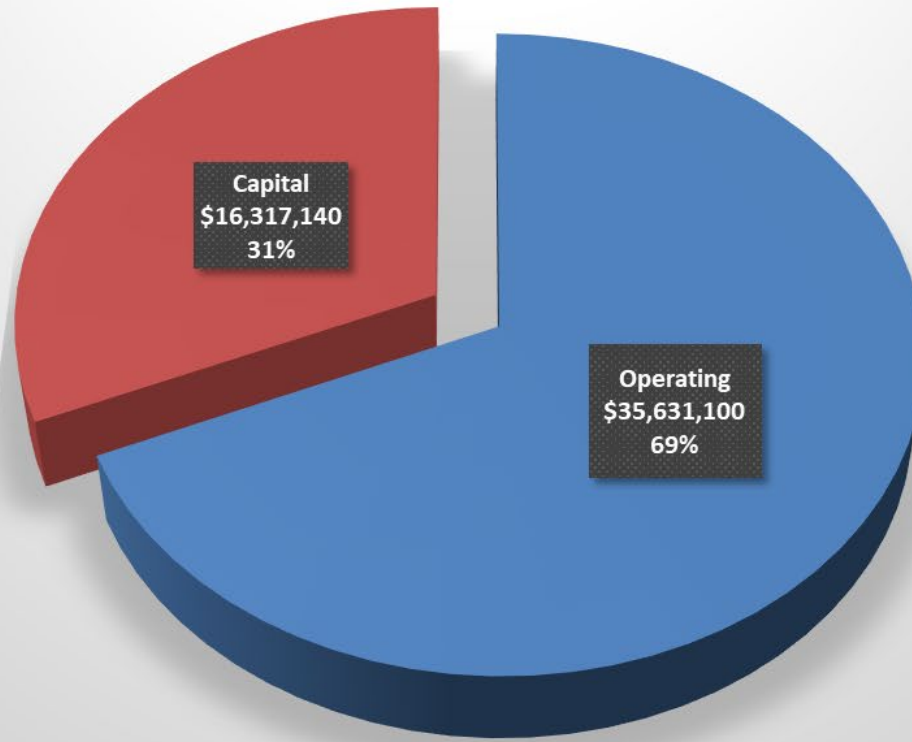
- Winter Control expense is estimated using the 5 year average + 2%

Known pressures for 2025:

- OPP billing increase of 14.9% or \$426,134
- Reduction in OCIF funding by 15% (capped) or \$135,203
- OMPF funding increase of \$95,000
- Recycling converts to Circular Materials (producer responsibility) as of July 2025 but net SF expenses have been maintained due to unknowns.

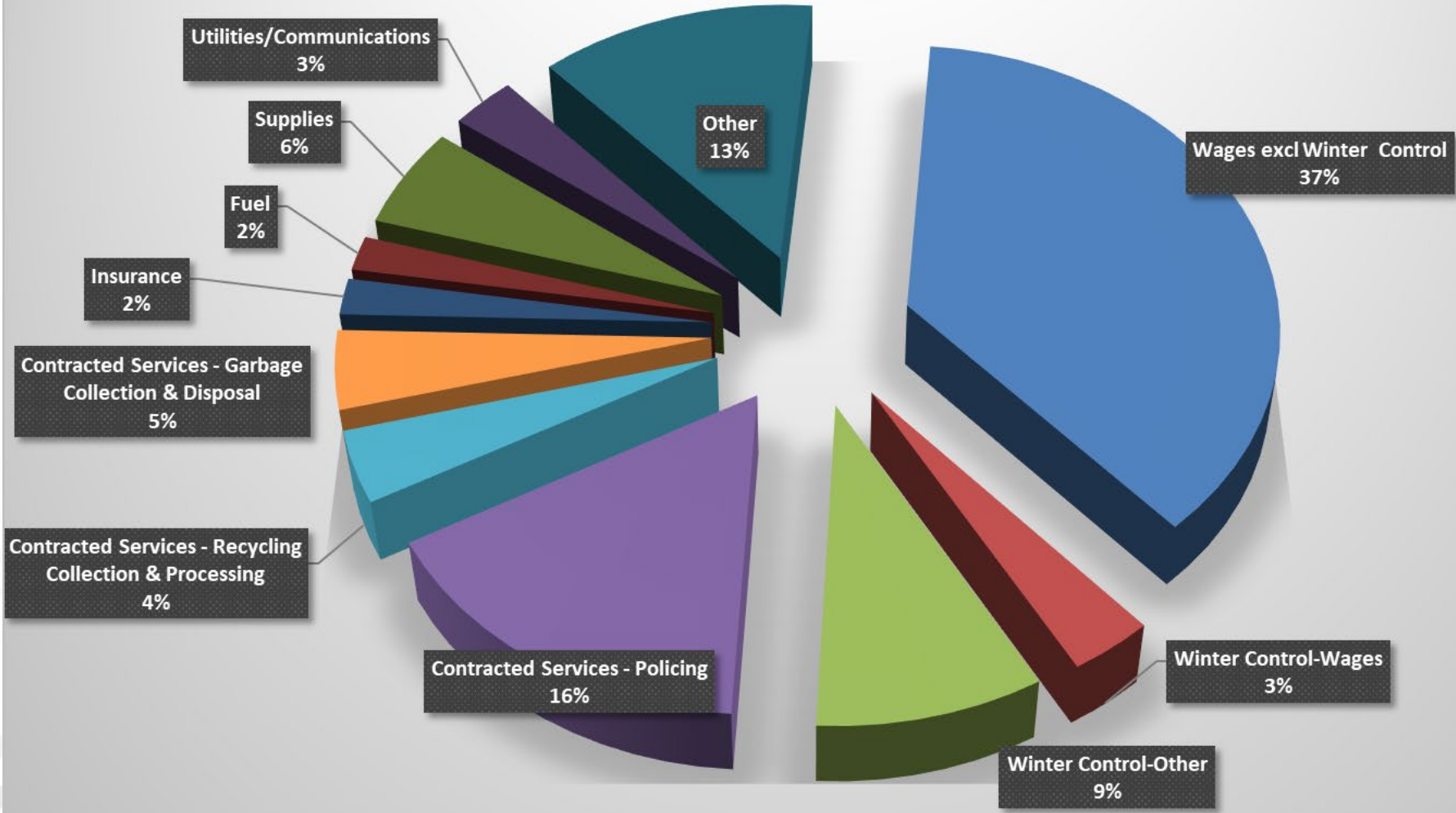
Total Average Yearly expenses – Capital and Operating

Total Average Expenses - 2025 to 2034



2025-2034 OPERATING FORECAST

Average Operating Expenses (excluding reserves)
2025 to 2034



2025-2034 OPERATING FORECAST

Projected Operating Expenses

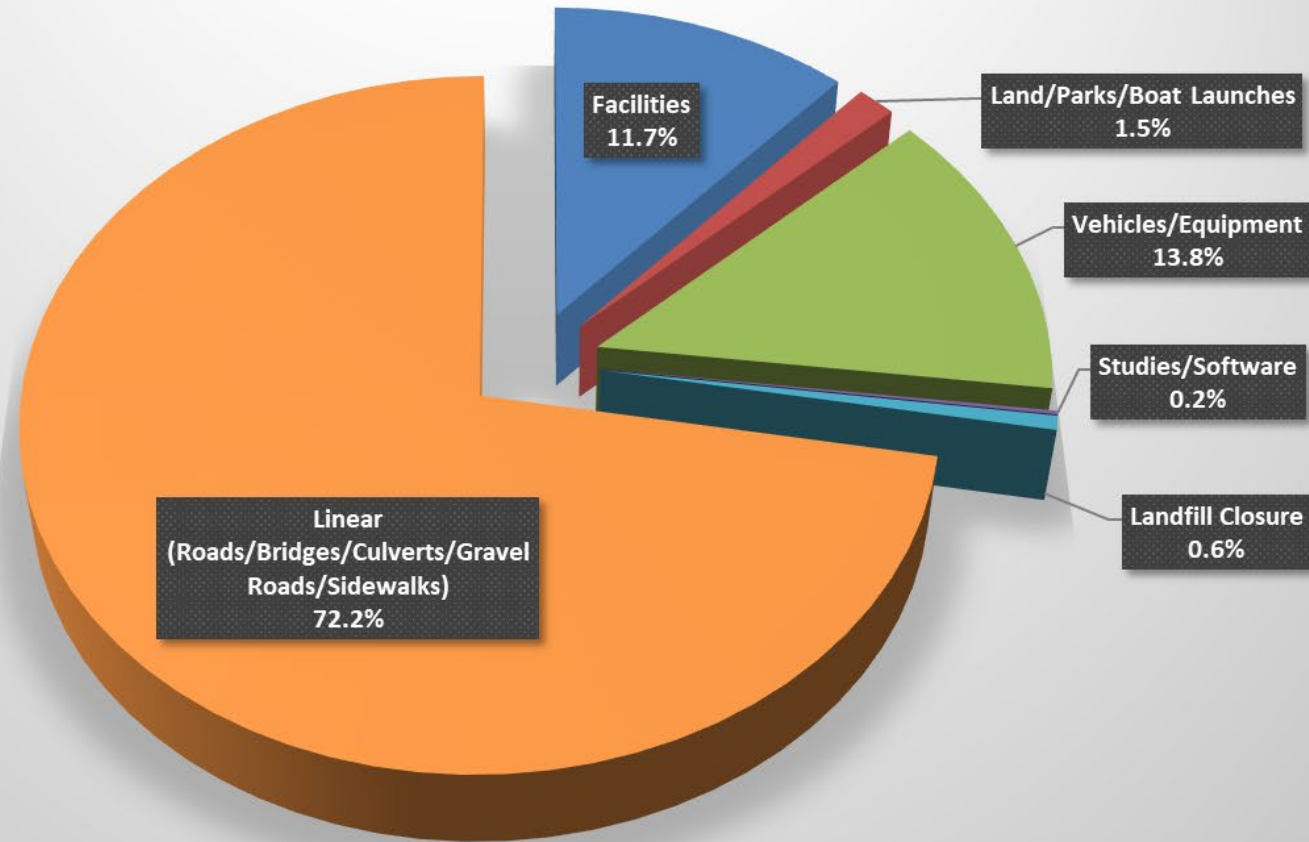
The three main areas covering an average 65% of forecasted operating costs are:

- Wages and Benefits 37.0%
- Policing 16.0%
- Winter Control 12.0% (includes 3.0% in wages)

Other assumptions included under operations includes an increase to the Asset Investment Reserve (AIR) from 1% of tax requisition to 2% in 2025, 2.75% in 2027 and 3.5% in 2029

2025-2034 CAPITAL FORECAST

Average Capital Expenses
2024 to 2035



2025-2034 CAPITAL FORECAST

- Facilities have a base line of \$800,000 per year for existing
- Land and Parks have a base line of \$200,000 per year
- Joint OPP/Fire Hall valued at 8.5 million over 2027 and 2028 (OPP portion estimated at \$5 million will be mortgaged and paid through rent payments)
- Next firehall in 2034/2035 3.5 million
- Vehicle/equipment replacement of existing equipment is based on 25-year replacement plan (Public Services, Fire and Building)
- Includes studies with known frequencies such as DC study, Zoning by law update

- New equipment:

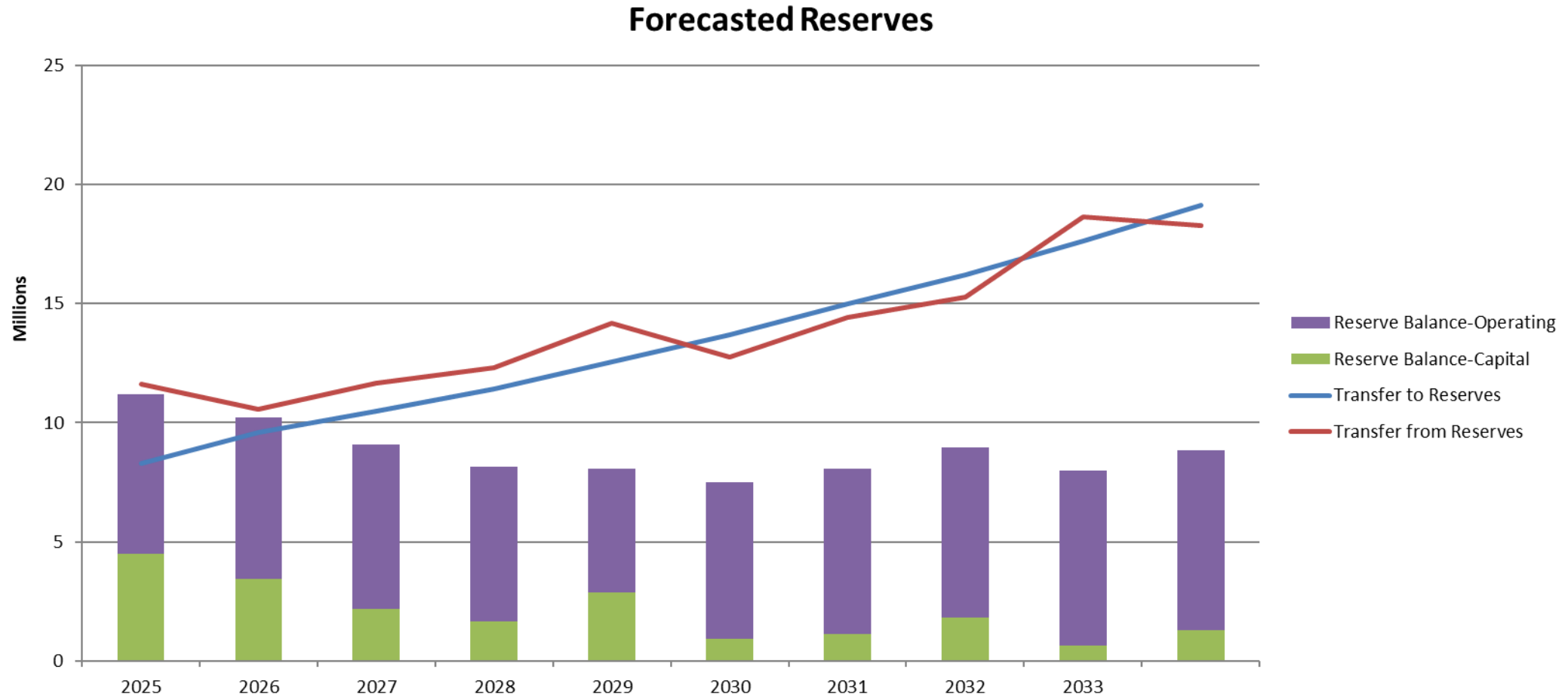
2025 compactor	\$350,000	2026 ATV side by side x2	\$100,000
2027 ½ ton truck	\$ 70,000	2028 loader	\$300,000
2029 Sprinter Van	\$ 90,000	2030 Hovercraft	\$122,400
2031 plow truck	\$430,000		



2025-2034 CAPITAL FORECAST

- Linear (Roads and Bridges) baseline with 5% yearly increase
- Addition of Major arterial of 2.5 million every 4 years starting in 2029 but reserve to fund it starts to be accumulated in 2026 with \$625,000/year from base road budget
- Culvert <3m baseline of \$200,000 per year starts in 2029
- Sidewalks \$100,000 per year starts in 2026
- Boat launch upgrades \$65,000 per year starting in 2030
- Guiderails \$100,000 per year starting in 2031
- Gravel roads \$200,000 in 2030 and \$357,000 in year 2031 and forward
- Landfill closure costs estimates based on Cambium report

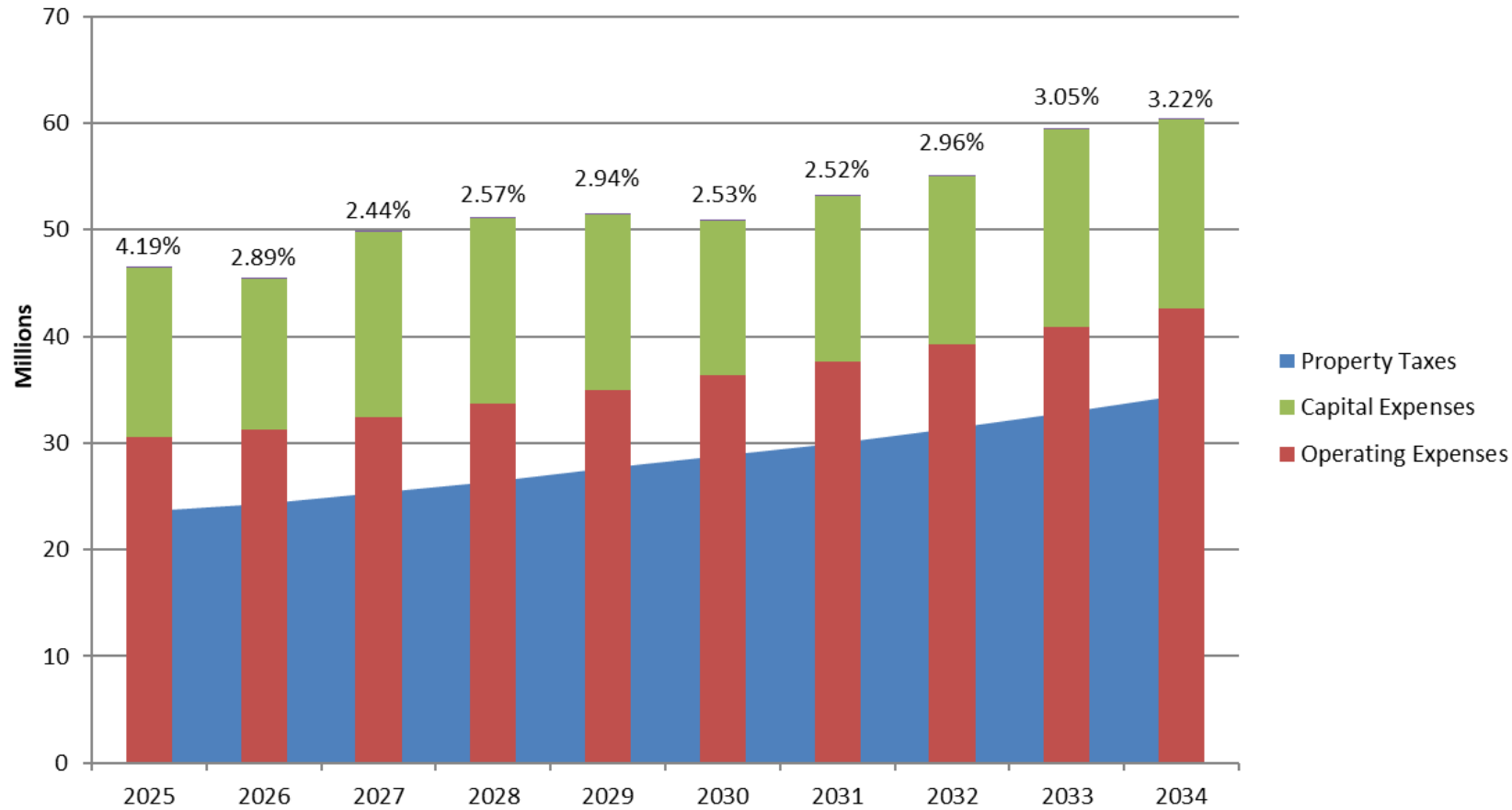
2025-2034 FORECAST



Stable reserve contributions support the required yearly capital funding and smooths out yearly fluctuations
Overall reserves range from 6.5 – 14.5 million with an average of 9.1 million

2025-2034 FORECAST

Forecasted Tax Levy and Expenses



On average, property taxes fund 54.3% of operating and capital expenses
The taxpayer impact, based on average assessment ranges from 2.44% to 4.19%

Township of South Frontenac Staff Report



To: Council

From: Office of the Chief Administrative Officer

Date of Meeting: November 19, 2024

Subject: Budget Direct and Long Range Financial Plan update

Report Number: 2024-199

Summary

The purpose of the report is to seek Council's input for the 2025 budget and provide Council with an update on the Long Range Financial Plan forecast.

Recommendation

Open.

Background

Each year as part of the Township's budget process, Council provides staff with high-level budget direction. The report summarizes various budgetary drivers that have been identified and provides an update to date 10 year Long Range Financial Forecast for 2025 to 2034. Further, staff are seeking any additional Council input to be reflected in the 2025 budget.

Discussion/Analysis

The attached presentation provides an updated long range financial plan for 2025 to 2034. The long range financial plan is a critical tool to forecast future needs and ensure affordability and financial sustainability.

Some known pressures/changes for 2025 include:

- Expiry of the CUPE collective bargaining agreement as of March 31, 2025
- OPP billing costs are increasing by 14.9% or \$426,134
- Reduction in OCIF Funding by 15% (capped) or \$135,203
- Increase in OMPF funding of \$95,000
- Continued inflationary impacts
- Recycling become primarily the responsibility of Circular Materials as of July 2025 under producer responsibility however many unknown remain and staff recommend keeping net expenses unchanged until more information is received.

Through this report and the attached long range financial plan, staff are seeking Council input for the 2025 budget. As in prior year's, staff are not requesting a target tax rate but

Council's priorities. Staff are very conscious in balancing the Township's need with the taxpayer's impact of a tax increase.

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.

- Pillar: Sustainable Long-Term Prosperity
- Action Item (If Applicable):

Climate Considerations

Not applicable to this report.

Notice/Consultation

Not applicable to this report.

Attachments

Exhibit A – 2025 Long Range Financial Plan

Approvals

Approved By:



Louise Fragnito, Chief Administrative Officer

Township of South Frontenac Staff Report



To: Council

From: Director, Development Services

Date of Meeting: November 19, 2024

Subject: Zoning By-law Amendment Application PL-ZBA-2024-0104, Donald Kohart, 15 Whiskey Point Lane

Report Number: 2024-195

Summary

This report recommends that Council pass a by-law to change the zone of 15 Whiskey Point Lane from Limited Service Residential - Waterfront (RLSW) to Limited Service Residential - Waterfront Special Exception (RLSW-143). The RLSW-143 zone would permit the construction of a 41.8sqm sleeping cabin on the property.

Recommendation

That By-law 2024-75 being a By-law to amend the zoning on lands known as 15 Whiskey Point Lane, Plan 1593 Lot 2, District of Bedford, be given first and second reading; and

That By-law 2024-75 be given third reading, signed and sealed.

Background

The purpose of the proposed zoning by-law amendment is to change the Limited Service Residential – Waterfront (RSLW) zone on the property to a Limited Service Residential – Waterfront – Special Exception (RLSW-143) zone. The effect of the by-law would be to allow a 41.8sqm (450sqft) sleeping cabin to be constructed on the property. The proposed sleeping cabin is larger than the current maximum 27.9sqm (300sqft) size for a sleeping cabin that the Zoning By-law currently permits.

The zoning by-law amendment is requested to permit the proposed sleeping cabin on the property.

Property Description

The subject property is accessed from Whiskey Point Lane which is a private lane located on the peninsula of land between Bobs Lake and Green Bay. The property is 0.95ha in area with approximately 95m of frontage on Green Bay. The property is developed with a single detached dwelling.

The property has a gradual slope from the lane to the approximate mid point of the property after which the property slopes steeply towards the shoreline. The property is primarily

treed with the exception of the area around the existing development. The existing dwelling on the property is set back more than 50m from the shoreline – the proposed sleeping cabin is to be located between the lane and the dwelling.

Related Applications

The property is not subject to any other applications under the *Planning Act*.

Application and Supporting Documents

The application and supporting documents can be accessed through the Township's CivicWeb Document Center: <https://southfrontenac.civicweb.net/filepro/documents/108034/>

Department and Agency Comments

The application was not circulated to Building Services or Public Services due to the nature of the application.

Rideau Valley Conservation Authority reviewed the application and advised that they have no objection to approval of the application.

The application was circulated to the Ministry of Environment, Conservation, and Parks as the property is located on Green Bay, an at capacity highly sensitive lake trout lake. They have reviewed the application and advised that they have no concerns or objections to approval of the application.

Public Comments

At the public meeting one member of the public asked several questions regarding the height of the structure and whether it would be more than one storey. The proposed sleeping cabin will be one storey and be approximately 5.5m in height.

Preliminary Planning Analysis

The proposed zoning by-law amendment was assessed against the applicable policies of the Provincial Planning Statement 2024, County of Frontenac Official Plan, and Township of South Frontenac Official Plan, as well as the provisions of Zoning By-law No. 2003-75.

The Provincial Planning Statement 2024 (PPS) provides policy direction on matters of provincial interest related to land use planning and development. Rural areas are a system of lands that may include rural settlement areas, rural lands, prime agricultural areas, natural heritage features and areas, and other resource areas. The PPS also provides direction on the protection of water resources including the restriction of development and site alteration near sensitive surface water features.

The County Official Plan establishes a framework for guiding land use changes by protecting and managing the natural environment, as well as directing and influencing growth patterns.

The Township Official Plan contains policies regarding development adjacent to waterbodies. Section 5.2.8 of the Official Plan speaks to Lake Trout Lakes. The property has frontage on Green Bay which is identified as a highly sensitive (at capacity) lake trout

lake. Development that would impact these lakes is generally required to be set back a minimum of 300m from these types of lakes. However, the subject property is an existing lot of record, therefore it is subject to subsection 5.2.8.a.i which states that existing lots of record may be developed in accordance with the Environmentally Sensitive Area policies of the plan.

Section 5.2.7 Environmentally Sensitive Areas applies to all lands within 90 metres of the highwater mark of all lakes and rivers. The intent of the Official Plan is to ensure that all buildings and structures are set back a minimum of 30m from the highwater mark. Vegetation and the native soil mantle within the setback area should be disturbed as little as possible. These measures are intended to minimize environmental and visual lake impacts by reducing phosphorus inputs, preventing erosion and by maintaining a natural appearance of the shorelines.

The proposed location of the sleeping cabin is set back approximately 60m from the lake. The sleeping cabin is set back behind the dwelling in a cleared area that is on the periphery of the site that is already disturbed as a result of the existing development. The proposed location of the sleeping cabin meets the intent of the Environmentally Sensitive Area policies of the Township's Official Plan.

Section 5.7.7 of the Official Plan contains policies addressing limited-service residential development within the Rural designation. Limited-service residential development is generally located in the Rural area of the Township on a body of water where the primary means of access is from a private road or a navigable waterway. The permitted uses in these areas are single detached dwellings and seasonal dwellings. A sleeping cabin is permitted as an accessory building to the existing residential use of the property.

The subject property is zoned RLSW in the Township Zoning By-law. A sleeping cabin is a permitted as an accessory building in the RLSW zone. One sleeping cabin is permitted per property – the property does not currently have a sleeping cabin. The location of the proposed sleeping cabin complies with all required setbacks and lot coverage.

The Zoning By-law defines a sleeping cabin as follows:

"SLEEPING CABIN" shall mean an accessory and subordinate, single storey (with no basement), detached building or structure with a maximum footprint of 27.9 sq. metres (300 sq. ft.) designed as sleeping accommodation only, to permit the better or more convenient enjoyment of the principal residential dwelling and may contain plumbing or sanitary waste disposal systems provided such system is connected to the system accommodating the principal dwelling and approved by the local Health Unit. No kitchen facilities shall be included in a sleeping cabin. In no case shall the definition of a sleeping cabin be deemed to include premises for the temporary accommodation of members of the public for a fee.

The dimensions of the proposed sleeping cabin are 30ft x 15ft. The layout of the sleeping cabin is comprised of two bedrooms, one on either end, with a bathroom and entry area in the middle. The proposed sleeping cabin will not have a basement and will comply with the maximum permitted height. The proposed size of the sleeping cabin at 42.8sqm (450sqft) is the only aspect of the structure that does not comply with the Zoning By-law.

Based on the definition of a sleeping cabin, the proposed sleeping cabin will not be able to have kitchen facilities within it. The proposed sleeping cabin will also not be able to be used as an ADU as ADU's are not permitted within 300m of a highly sensitive at-capacity lake trout lake or be located within 90m of a waterbody.

The owner understands they may need to replace or upgrade the septic system in order to accommodate the proposed sleeping cabin. The size and configuration of the proposed sleeping cabin is desired by the property owner to accommodate family and visitors they host at the property.

The size of the sleeping cabin is proposed to accommodate the owner's desire for more living space on the property. The proposed sleeping cabin is a practical option that provides the owner with the desired amount of additional space that avoids the more costly and involved process of constructing an addition onto the existing dwelling. The zoning requirements applicable to ADU's will ensure that the proposed sleeping cabin cannot be use as a dwelling unit. The location of the sleeping cabin complies with all Official Plan and Zoning By-law requirements.

Conclusion

It is the opinion of Township Planning Staff that the proposed zoning by-law amendment is consistent with the Provincial Planning Statement 2024, in conformity with the Frontenac County Official Plan and Township of South Frontenac Official Plan and represents good planning for the subject lands.

Financial Implications

Not applicable.

Relationship to Strategic Plans

- Not applicable to this report.
- This initiative adheres to the following guiding principle of the 2023-2026 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

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

www.southfrontenac.net

South Frontenac is a welcoming and thriving rural community.

- by posting notice signs on the subject lands
- by e-mail to prescribed persons and public bodies

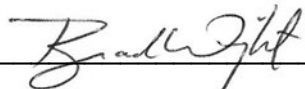
Attachments

Exhibit A – By-law 2024-75

Approvals

Prepared By: Tom Fehr, RPP, MCIP, Planner

Submitted By:



Brad Wright, RPP, MCIP, AICP, PLE
Director of Development Services

Approved By:



Louise Fragnito, CPA, CGA
Chief Administrative Officer

By-Law Number 2024-75**BEING A BY-LAW TO AMEND BY-LAW 2003-75, AS AMENDED, TO REZONE LANDS FROM LIMITED SERVICE RESIDENTIAL - WATERFRONT (RLSW) TO LIMITED SERVICE RESIDENTIAL - WATERFRONT SPECIAL EXCEPTION (RLSW-143) ON LANDS DESCRIBED AS 15 WHISKEY POINT LANE, PLAN 1593 LOT 2, DISTRICT OF BEDFORD: DONALD KOHART**

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

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

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

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

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

1. **THAT** Schedule "D" to Zoning By-law Number 2003-75 as amended, is hereby further amended by changing the zoning from Limited Service Residential - Waterfront (RLSW) to Limited Service Residential - Waterfront Special Exception (RLSW-143) for the lands shown on Schedule "1".
2. **THAT** Zoning By-law Number 2003-75 as amended is hereby further amended by adding a new section RLSW-143 (15 Whiskey Point Lane, Plan 1593 Lot 2, District of Bedford) immediately after the last Limited Service Residential - Waterfront Special Exception section to read as follows:

Notwithstanding any provisions of this by-law to the contrary, on lands zoned RLSW-143 the maximum permitted size of a sleeping cabin shall be 41.8 square metres (450 square feet).

All other provisions of this by-law shall apply.

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

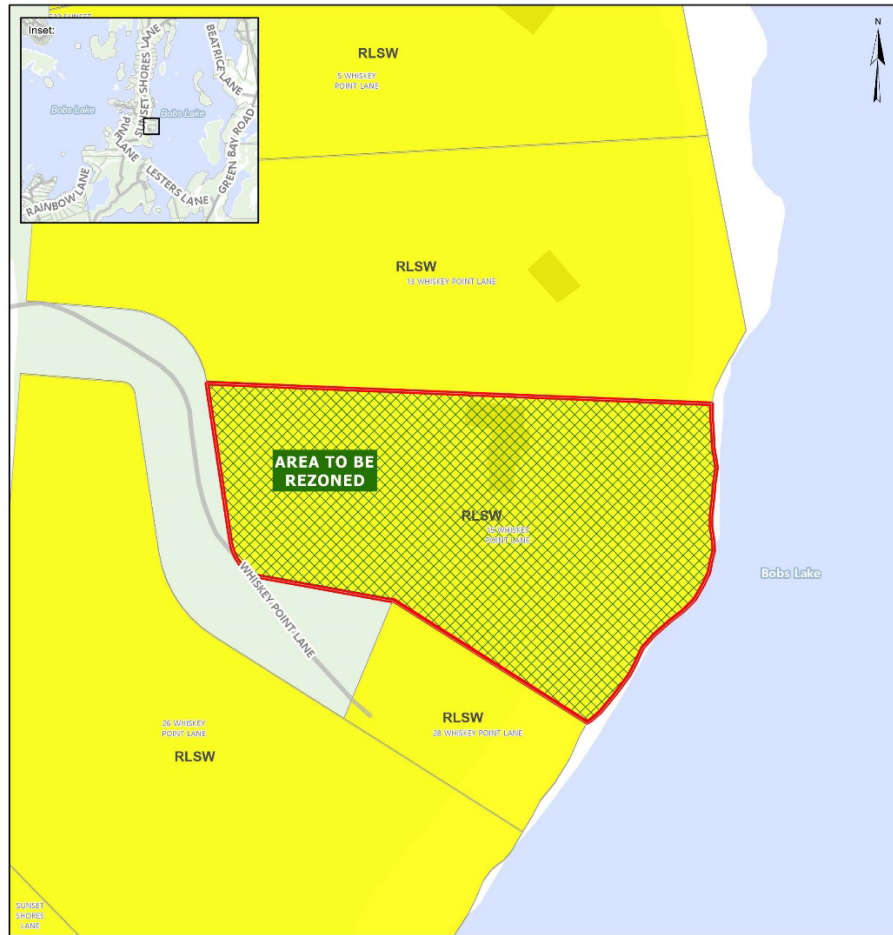
Given First and Second Readings: Tuesday, November 19, 2024

Given Third Reading and Passed: Tuesday, November 19, 2024

James Thompson, Clerk

Ron Vandewal, Mayor

Schedule 1 of By-law 2024-75



SOUTH FRONTENAC
(KOHART)
15 WHISKEY POINT LANE
PL-ZBA-2024-0104

Scale: 1:1,200

LEGEND

Subject Property	Zoning	PIT 'B' ZONE (PB)	LIMITED SERVICE RESIDENTIAL - ISLAND ZONE (RLSI)	URBAN COMMERCIAL ZONE (UC)
Area to be Rezoned	AGRICULTURAL ZONE (A)	QUARRY 'A' ZONE (QA)	LIMITED SERVICE RESIDENTIAL - WATERFRONT ZONE (RLSW)	URBAN INDUSTRIAL ZONE (UI)
Township Boundaries	COMMUNITY FACILITY ZONE (CF)	QUARRY 'B' ZONE (QB)	RECREATIONAL RESORT COMMERCIAL ZONE (RRC)	URBAN MULTIPLE RESIDENTIAL ZONE (UMR)
Parcels	ENVIRONMENTAL PROTECTION ZONE (EP)	RESIDENTIAL ZONE (R)	RURAL ZONE (RU)	URBAN RESIDENTIAL ZONE - FIRST DENSITY ZONE (UR1)
Building Footprints	MOBILE HOME RESIDENTIAL ZONE (PHM)	RURAL COMMERCIAL ZONE (RC)	RURAL ZONE (RU)	URBAN RESIDENTIAL ZONE - SECOND DENSITY (UR2)
Wooded Area	OPEN SPACE - PUBLIC ZONE (OS)	RURAL INDUSTRIAL ZONE (RI)	WATERFRONT RESIDENTIAL ZONE (RW)	WASTE DISPOSAL ZONE (WD)
Waterbody	OPEN SPACE - PRIVATE ZONE (OSP)	LIMITED SERVICE RESIDENTIAL ZONE (RLS)	SALVAGE YARD INDUSTRIAL ZONE (SI)	TEMPORARY USE ZONE (TUZ)
Road	PIT 'A' ZONE (PA)	LIMITED SERVICE RESIDENTIAL ZONE (RLS)	TEMPORARY USE ZONE (TUZ)	

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By-Law Number 2024-76**A By-Law to Confirm generally all actions and proceedings of the Council meeting of the corporation of the Township of South Frontenac on November 19, 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;

Therefore, be it resolved that the Council of the 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 November 19, 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 November 19, 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 November 19, 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.

Given First and Second Readings: Tuesday, November 19, 2024

Given Third Reading and Passed: Tuesday, November 19, 2024

James Thompson, Clerk

Ron Vandewal, Mayor