



Township of South Frontenac Council Meeting Agenda



TIME: 7:00 PM,
DATE: Tuesday, December 9, 2025
PLACE: Council Chambers/Virtual Via Zoom .

1. Meeting to Order

- a) Resolution

That the Council meeting of December 9, 2025 be called to order at ___ p.m.

2. Roll Call

3. Approval of Agenda (and Addendum)

- a) Resolution

That the agenda be approved, as presented.

4. Disclosure of Pecuniary Interest

5. Committee of the Whole "Closed Session"

6. Recess (If Required)

7. Ceremonial Presentations

8. Public Meeting

- a) Resolution

- b) Notice of Collection 5

- c) Zoning By-law Amendment Application PL-ZBA-2025-0101, Scott (The Boulevard Group), 4413 Road 38 6 - 33

- d) Resolution

9. Delegations

- a) Brenda Crawford will be present to speak to Council regarding a proposed Memory Wall for Veterans.

10. Briefings

11. Reports from Administration

- a) Willowbrook Subdivision Phase 1 - Deeming By-Law and Dedication of 0.3m Reserve 34 - 39

That By-law 2025-77, attached to Report Number 2025-77, as Exhibit A, to deem the property described as Block 8, Plan 13M105, District of Storrington, Township of South Frontenac as not being in a plan of subdivision, be given first and second reading; and

That By-law 2025-78 attached to Report Number 2025-78, as Exhibit B, to dedicate the 0.3 metre reserve that is Block 12 on Plan 13M105, be given first and second reading; and

That By-law 2025-77 and By-law 2025-78 be presented to Council for third reading.

- b) Build Canada Homes Application 40 - 41

That Council endorse the Build Canada Homes Application in the amount of \$21 million, including a capital grant contribution of \$6 million and a repayable loan of \$15 million.

That the CAO be authorized to revise the authorized application amount while discussing proposed terms within 5% of the approved amount.

That the final terms of any Build Canada Homes successful conditional approvals be brought back for Council endorsement.

12. Reports from Advisory Committees

- a) Motion Received from Recreation and Leisure Advisory Committee: 42 - 43

That the Recreation and Leisure Services Advisory Committee recommend that Council support the proposed changes to the summer program registration model, as outlined in Recreation and Leisure Services Advisory Committee Report Number 2025-014.

13. Information Reports

- a) 2026 Draft Capital Budget 44 - 112
- b) Verona Housing Update 113 - 121
- c) Bill 60 - Fighting Delays, Building Faster Act 122 - 137
- d) Bill 68 - Plan to Protect Ontario Act, 2025 138 - 142
- e) 3rd Quarter 2025 – Building Services Report 143 - 146
- f) 3rd Quarter Planning Services Report – 2025 147 - 152

14. Committee of the Whole

15. Communications

16. Tabling of Documents

17. New Business

18. Notice of Motion

- a) Notice of Motion One:

Moved by Councillor Turcotte

Seconded by

That Council direct staff to prepare and submit a formal letter of objection to the Premier of Ontario and the Minister of Municipal Affairs and Housing, expressing our profound concern that the "Strong Mayor" model, the proposed consolidation of Conservation Authorities, and the municipal planning implications of Bill 60, the Fighting Delays, Building Faster Act, represent a systematic erosion of municipal democratic agency and local environmental oversight, and further, that this letter be shared with the Association

of Municipalities of Ontario (AMO), our local Conservation Authorities and all neighbouring municipalities.

b) Notice of Motion Two:

Moved by Councillor Ruttan

Seconded by

Whereas the Conservation Authorities Act (1946) established Conservation Authorities (CAs) as local, watershed-based bodies to manage natural resources in partnership with municipalities;

Whereas Conservation Authorities are governed by Boards of Directors comprised of municipally elected officials or appointees, ensuring direct accountability to the local tax base;

Whereas the current funding model relies heavily on municipal levies and self-generated revenue, with the Province of Ontario contributing approximately 5% or less to operating budgets (e.g., Cataraqui Conservation receives ~48% from municipalities and only ~5% from the Province);

Whereas the Province of Ontario has introduced Schedule 3 of Bill 68 and Environmental Registry of Ontario (ERO) posting 025-1257, which proposes to amalgamate Ontario's 36 Conservation Authorities into seven (7) centralized regional entities governed by a new "Ontario Provincial Conservation Agency";

Whereas this forced amalgamation threatens to dilute local decision-making, sever the critical link between local property taxes and local service delivery, and ignore the unique hydrological and environmental differences between our distinct watersheds;

Therefore be it Resolved That the Council of South Frontenac Township formally opposes the proposed amalgamation of Conservation Authorities as outlined in ERO 025-1257;

And Further That Council calls upon the Province of Ontario to:

- 1. Pause the implementation of Bill 68, Schedule 3;*
- 2. Maintain the current watershed-based governance model that ensures local accountability; and*
- 3. Engage in meaningful consultation with municipalities to address specific concerns regarding efficiency without dismantling local governance;*

And Further That a copy of this resolution be forwarded to the Premier of Ontario, the Minister of the Environment, Conservation and Parks, the Minister of Municipal Affairs and Housing, our local MPP John Jordan, the Association of Municipalities of Ontario (AMO), and all Conservation Authorities within our region.

c) Notice of Motion Three:

Moved by Councillor Leonard

Seconded by

That Council request the Bank of Montreal to reconsider the proposed closure of the Verona BMO Branch due to the anticipated growth to occur in Verona in the near future (Verona Housing Project, McMullen Manor); and

That a copy of the resolution be provided to MPP John Jordan and the Bank of Montreal.

19. Approval of Minutes

- a) Resolution 153 -
156

That the minutes of the December 2, 2025 Council meeting be approved.

20. Approval of By-laws

- a) Resolution

That By-laws Numbers (1) and (2) be given third reading.

- b) Summary of By-laws

Summary of By-laws:

1. *By-law 2025-77 - A By-Law to deem part of Plan of Subdivision No. 13M105 not to be a registered plan of subdivision: Block 8, Plan 13M105, District of Storrington.*
2. *By-law 2025-78 - A By-Law to dedicate certain lands within the Township for Public Use; Plan 13M105*

21. Committee of the Whole "Closed Session"

22. Confirmation By-law

- a) Resolution 157

That By-law 2025-79, 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 2025-79, being the confirmatory by-law, be given third reading, signed and sealed.

23. Date of Next Meeting

- a) The next Council meeting is scheduled for January 13, 2026 at 7:00 p.m.

24. Adjournment

- a) Resolution

South Frontenac is a welcoming and thriving rural community

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
FRONTENAC**

Public Meeting

under the Planning Act

Zoning By-law Amendment Application
PL-ZBA-2025-0101

Tuesday, December 9, 2025
7:00 p.m. Council Meeting

Public Meeting Statement

- The purpose of this public meeting is to hear comments on Zoning By-Law Amendment Application PL-ZBA-2025-0101.
- If you wish to be notified of the decision of Council in respect to the applications, you must submit a written request to the Township Clerk by email care of planning@southfrontenac.net. This will also entitle you to be advised of an Ontario Land Tribunal appeal.
- Subsection 34(19) of the Planning Act defines the people and public bodies that may appeal the decision to the Ontario Land Tribunal.
- Appeals must be filed within 20 days of the notice of decision. They must be filed with the Clerk via the Ontario Land Tribunal's e-file service at <https://olt.gov.on.ca/e-file-service/>.

Meeting Format

1. Mayor introduces application
2. Planner or Agent presents application/reviews proposal
3. Applicant/agent permitted to address Council
4. Questions from Council
5. Members of the public permitted to address Council
6. Council discussion
7. 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
 - Once you are done speaking or Council has no further questions, the Meeting Host will mute your microphone

PL-ZBA-2025-0101

Applicant(s): Lori Scott & Gregory Gray

Agent: The Boulevard Group

Property: 4413 Road 38



Overview

PROPOSAL: Sever one (1) parcel and rezone the proposed severed parcel from Rural 'RU' to Special Rural 'RU-XX'

SUBJECT PROPERTY: 4413 Highway 38

APPLICATIONS: Consent (CoA), Zoning By-law Amendment (Council)

Subject Lands & Immediate Context



Area: +/- 109.62 hectares

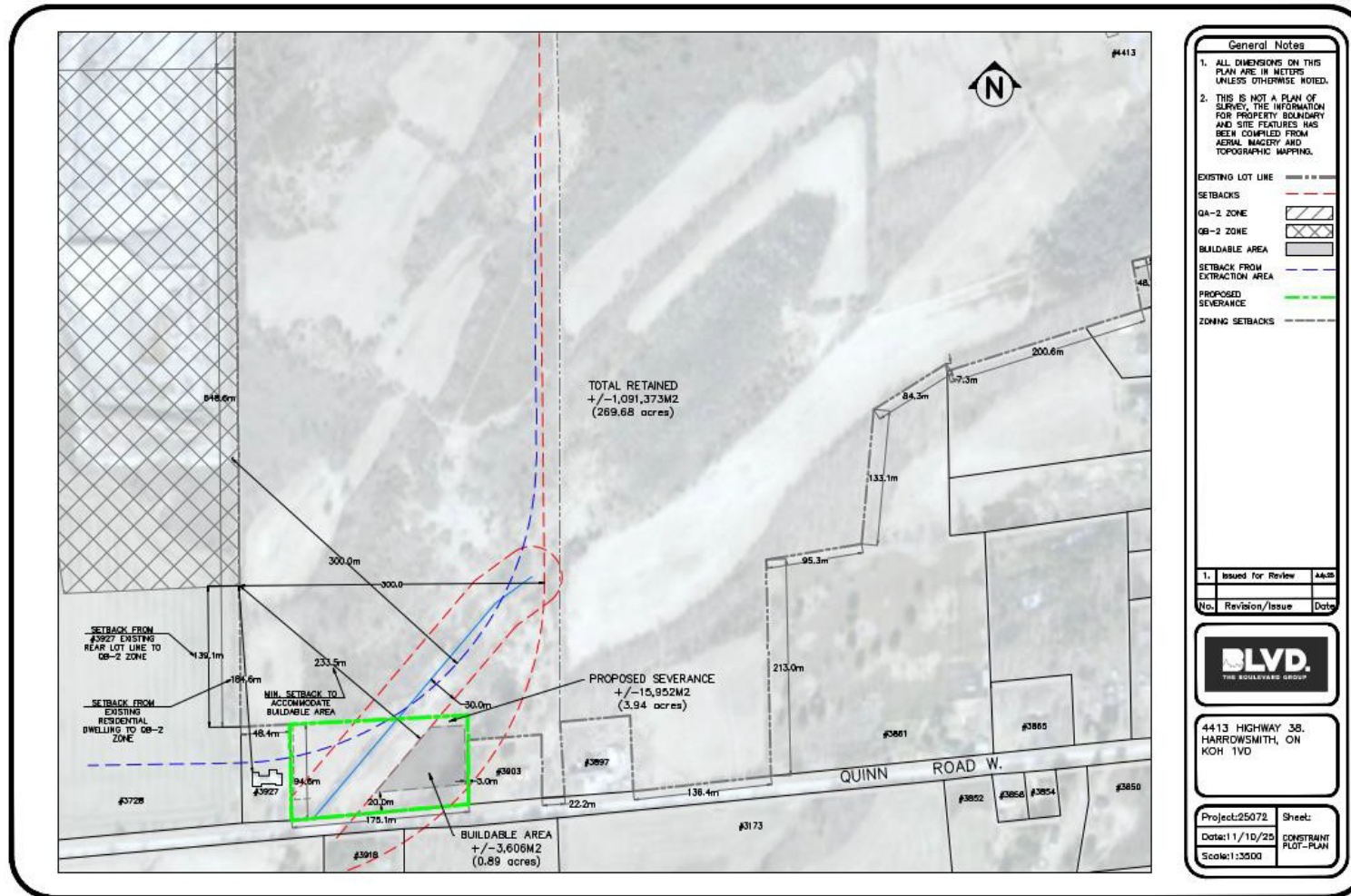
Uses:

- + Single detached dwelling
- + Unoccupied livestock facility
- + Accessory buildings (sheds)

Surrounding Uses:

- + NORTH: agricultural
- + EAST: residential, agricultural
- + SOUTH: residential, agricultural
- + WEST: quarry, agricultural

Consent

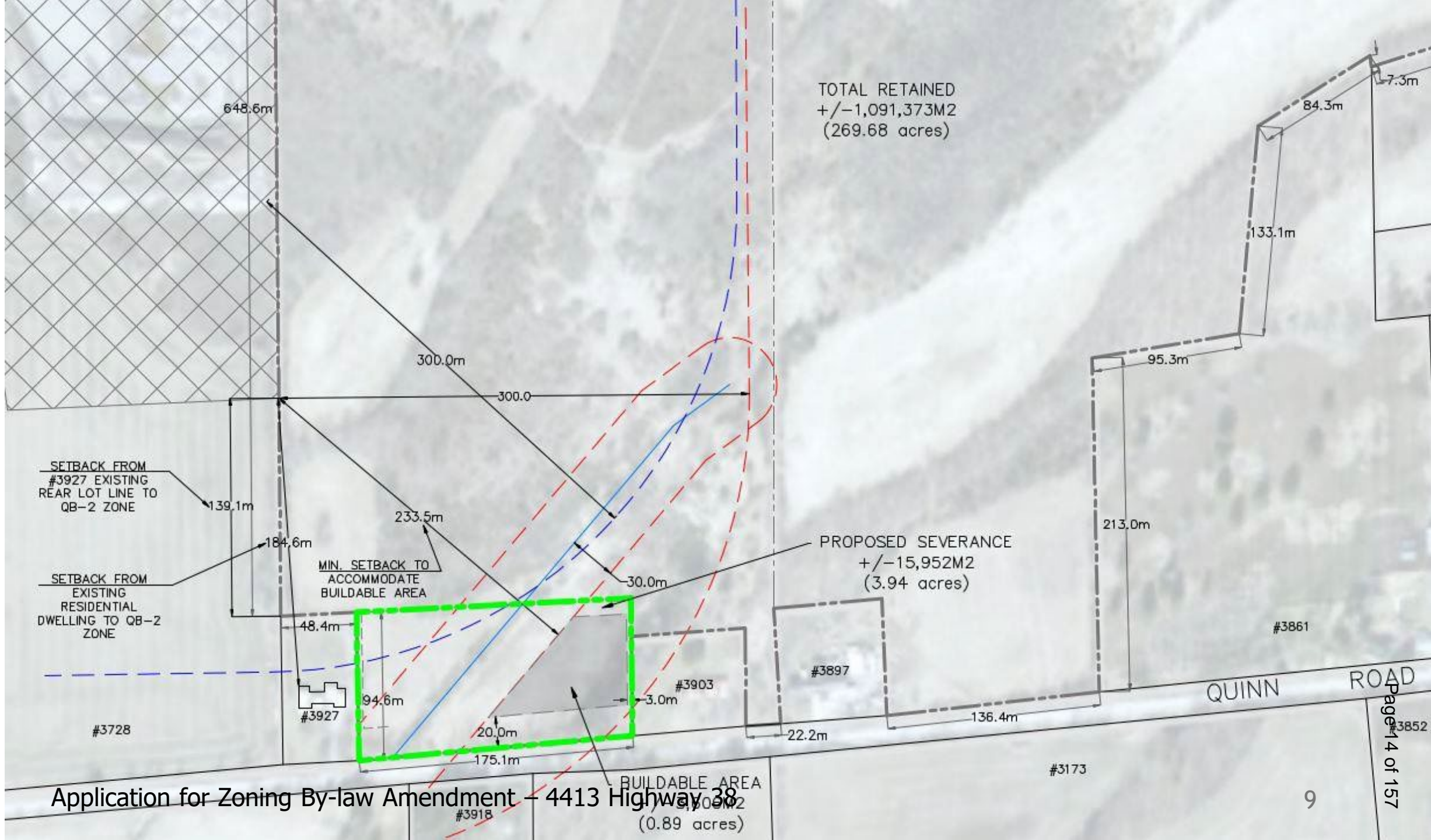


Proposed Severed Parcel:

- + FRONTAGE: +/- 175.1 m (Quinn Rd W)
- + AREA: +/- 3.94 ac

Proposed Retained Parcel:

- + FRONTAGE: +/- 158.6 m (Quinn Rd W), +/- 600.0 m (Hwy 38)
- + AREA: +/- 269.68 ac



TOTAL RETAINED
 +/-1,091,373M2
 (269.68 acres)

PROPOSED SEVERANCE
 +/-15,952M2
 (3.94 acres)

BUILDABLE AREA
 +/-9,000M2
 (0.89 acres)

SETBACK FROM
 #3927 EXISTING
 REAR LOT LINE TO
 QB-2 ZONE

SETBACK FROM
 EXISTING
 RESIDENTIAL
 DWELLING TO QB-2
 ZONE

MIN. SETBACK TO
 ACCOMMODATE
 BUILDABLE AREA

Application for Zoning By-law Amendment – 4413 Highway 38

+ Section 2 – Provincial Interest:

- protection of ecological systems, including natural areas, features and functions
- the protection of the agricultural resources of the Province
- the conservation and management of natural resources and the mineral resource base
- the adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems
- the adequate provision of a full range of housing, including affordable housing
- the protection of public health and safety
- the appropriate location of growth and development

- + 2.2. Housing
- + 2.5. and 2.6. Rural Areas/Lands
- + 3.5. Land Use Compatibility
- + 3.6. Sewage, Water and Stormwater
- + 4.1. Natural Heritage

- **The future residential development is anticipated to blend in with the rural landscape and will be serviced with individual on-site sewage and water services**
- **The proposal is compatible with the adjacent land uses**
- **A viable building envelope exists outside of the required setback from the watercourse**

- + 2.1.2. Mining and Mineral Aggregate Resources
- + 3.3. Rural Lands
- + 4.2. Servicing
- + 7.1. Natural Environment

- **The future residential development is anticipated to blend in with the rural landscape and will be serviced with individual on-site sewage and water services**
- **The proposal is compatible with the adjacent land uses**
- **A viable building envelope exists outside of the required setback from the watercourse**

- + 4.1. (current) / 5.1. (new) Natural Heritage
- + 5.5. (current) / 4.6 (new) Mineral Aggregate
- + 5.7. (current) / 4.2. (new) Rural Lands
- + 6.10. (current) / 7.4. (new) Servicing
- + 7.1. (current) / 9.3. (new) Consent Policies

- **The future residential development is anticipated to blend in with the rural landscape and will be serviced with individual on-site sewage and water services**
- **The proposal is compatible with the adjacent land uses**
- **A viable building envelope exists outside of the required setback from the watercourse**

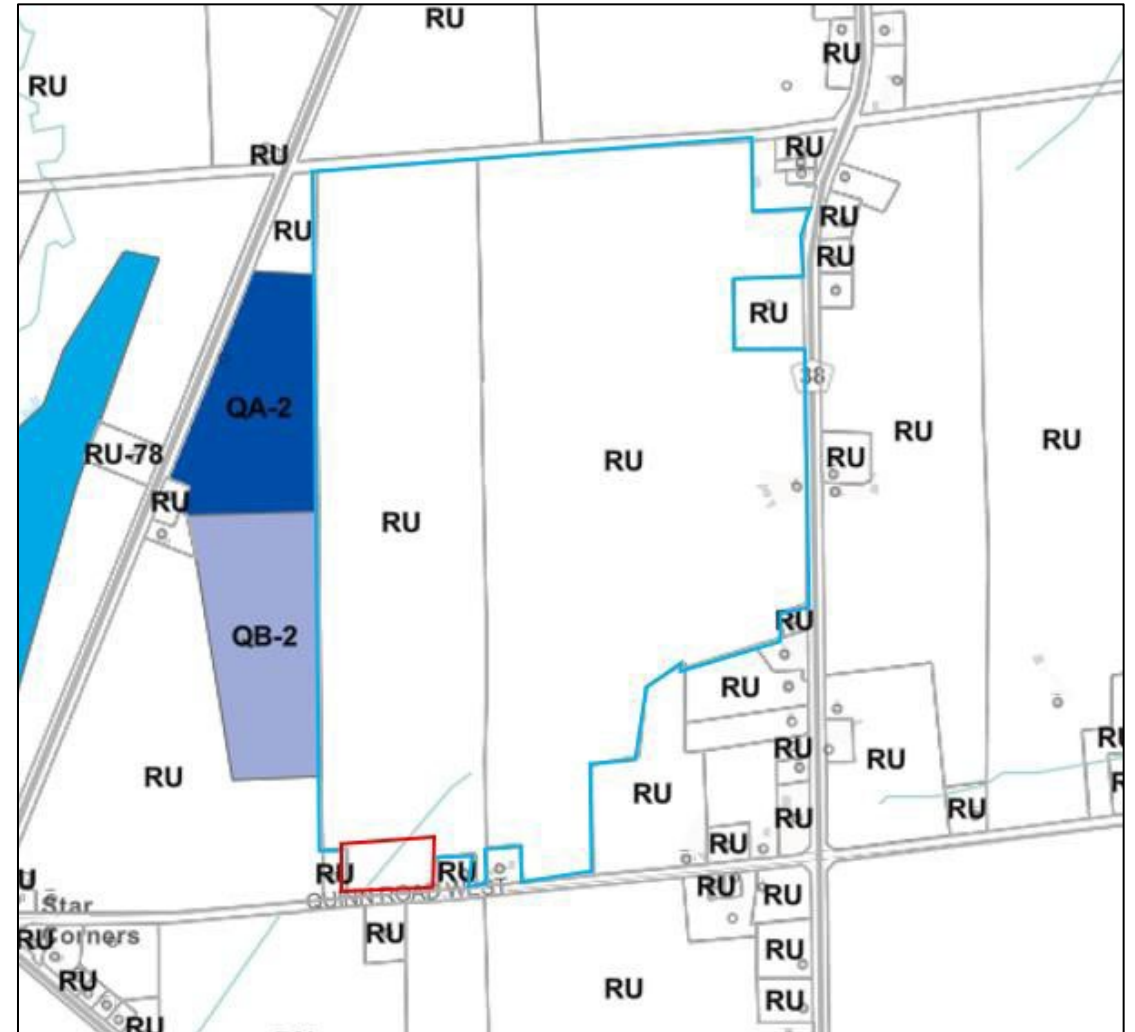
Zoning

5.34.2.: Residential land uses may be permitted on lands between 300 metres (984.3 ft.) and 500 metres (1,640 ft.) of an existing or proposed quarry provided a minor variance or rezoning application is approved by the Township.

Existing Zoning: Rural 'RU'

Proposed Zoning: Special Rural 'RU-XX'

- + Rezone the proposed severed parcel to permit a single detached dwelling and accessory uses 230 metres from an existing quarry



MDS Assessment



Application for Zoning By-law Amendment – 4413 Highway 38

Land Use Compatibility Assessment

ARA Site ID 2409 (Groenewegn Pit - O. Bettschen Quarry)

- + LICENSE: Class 'A' (annual extraction up to 250,000 tonnes)
- + AREA UNDER LICENSE: 16.5 ha
- + The nearest point of extraction is over 300 metres away from the identified buildable area
- + Traffic noise from Quinn Road West (60 km/h speed limit) acts as a “buffering effect”
- + The quarry’s extraction operations occur during normal hours (Monday-Friday 6AM-5PM)
- + Four (4) existing dwellings are located in closer proximity to the licensed area than the identified buildable area and have co-existed with the quarry with no known adverse effects
- + The quarry’s berm and intervening vegetation provide buffering

Conclusion

- + The proposal is appropriate notwithstanding the neighbouring quarry in accordance with existing intervening land uses and location of extraction area on-site
- + The proposal is compatible with surrounding livestock facilities in accordance with OMAFRA Publication 853
- + The proposal has regard for matters of provincial interest identified in the Planning Act and is consistent with the Provincial Planning Statement
- + The proposal maintains the general intent and purpose of both the current and new Township of South Frontenac Official Plan and Township of South Frontenac Comprehensive Zoning By-law No. 2003-75, as amended

The proposed Zoning By-law Amendment constitutes good land use planning.

Department and Public Comments

- Public Services confirmed the proposed lot would have a safe entrance location
- Building Services expressed no immediate concerns regarding the installation of a sewage system on the proposed lot (to be determined through building permit process)
- Cataraqui Conservation had no objection to the proposal
- No public comments were received before this presentation was finalized



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. Applicant/agent permitted to address Council
2. Questions from Council
3. Members of the public permitted to address Council
4. Council discussion



Adjourn Public Meeting



Township of South Frontenac

Staff Report



To: Council

From: Director, Development Services

Date of Meeting: Tuesday, December 9, 2025

Subject: Public Meeting for Zoning By-law Amendment Application PL-ZBA-2025-0101, Scott (The Boulevard Group), 4413 Road 38

Report Number: 2025-163

Summary

This report provides Council with information about Zoning By-law Amendment Application PL-ZBA-2025-0101 for the property municipally known as 4413 Road 38. If approved, the zoning on a portion of the subject property would be changed from Rural (RU) to a Rural special exception zone (RU-XX) that would allow a residential land use less than 300 metres from a licensed quarry.

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

Recommendation

This report is for information only.

Background

The subject property is situated beside a licensed quarry. The Zoning By-law does not allow new residential uses (e.g. new lot and/or new house) within 300 metres of a quarry, but they may be allowed on land between 300 metres and 500 metres. The purpose of the proposed by-law is to permit the creation of a new rural residential building lot which is partly within 300 metres of the neighbouring quarry. A future dwelling on the proposed severed lot would be more than 300 metres from the licensed extraction area of the quarry.

The Township is in receipt of a consent application for a rural residential building lot. The proposed severed lot would be approximately 3.94 acres in area with 175 metres of frontage on Quinn Road West. The zoning by-law amendment must be considered first because the consent application currently does not comply with the zoning by-law.

The draft by-law that was submitted with the application would change the zone in the area of the proposed lot from RU to RU-XX.

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

The subject property is located on the west side of Road 38 and on the north side of Quinn Road West, approximately 750 metres from the Settlement Area of Harrowsmith. It is approximately 109.62 hectares in size. The property consists of parts of Lot 7 and 8 of Concession 3 in the former Township of Portland. The lands located within Lot 7 and 8 maintain separate assessment roll numbers but are merged under a single property identifier number (PIN). Existing development is concentrated to the east side of the subject property and consists of a single dwelling, unoccupied barn and two accessory buildings. The northern third of the subject property is densely vegetated, while the southern portion has multiple cleared areas used for agriculture. A seasonal watercourse enters through the southwestern corner and extends on a diagonal approximately 225m into the interior of the property.

The abutting property to the west (3728 Wilton Road) contains an existing quarry, which operates under *Aggregate Resources Act* License ID 2409. The surrounding area consists of smaller rural residential lots and large rural landholdings.

Application and Supporting Documents

The application and supporting documents can be accessed through the Township's CivicWeb Document Centre, <https://southfrontenac.civicweb.net/filepro/documents/114028/>

Planning Justification and Land Use Compatibility Report

A Planning Justification and Land Use Compatibility Report (The Boulevard Group, October 2025) was submitted in support of the application. The report assessed the appropriateness of the proposed zoning by-law amendment in the context of the surrounding area as well as its conformity with the applicable policy and regulatory framework. The report reviewed the compatibility of the proposed lot in relation to the existing quarry in the area. The report concluded that the proposed lot would not result in any compatibility issues with the existing quarry that is not already addressed through operational practices and the regulatory framework governing the quarry.

Department and Agency Comments

Public Services confirmed that the proposed lot would have a safe entrance location.

Building Services expressed no immediate concerns regarding the installation of a sewage system on the proposed severed lot. The details and location of a sewage system are typically determined through the building permit process.

Cataraqui Conservation had no objection to the proposal.

Public Comments

No public comments were received before this report was finalized.

Preliminary Planning Analysis

The proposed zoning by-law amendment will need to be 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, as amended.

The Provincial Planning Statement (PPS) 2024 indicates that mineral aggregate resources shall be protected for long-term use (section 4.5). It also states that mineral aggregate operations shall be protected from development and activities that would preclude or hinder their expansion or continued use or which would be incompatible for reasons of public health, public safety or environmental impacts.

The County of Frontenac Official Plan contains policies that are consistent with the PPS. It requires the Township to identify and protect all existing mineral aggregate operations from incompatible uses (section 2.1.2.2.4)

The Township of South Frontenac Official Plan intends to protect, wherever possible and practical, sand and gravel resources and a reasonable amount of bedrock resources for aggregate extraction and ensure that the resources are utilized in accordance with property controls. The existing licensed quarry is designated “Mineral Extraction” and is zoned “Quarry B-2”.

The Official Plan prohibits residential land uses within 300 metres of an existing quarry as a means of protecting mineral aggregates and existing quarries from incompatible land uses.

The Official Plan also intends to prevent incompatible land uses less than 500 metres but more than 300 metres from an existing quarry. The 500 metres is an influence area, which is not meant to be a strict buffer or setback area in which development is prohibited, but rather, it is an area where impacts may occur or may be experienced, and development may occur subject to a form of technical assessment.

These policies are implemented through the Zoning By-law. Section 5.34.1 prohibits residential land uses within 300 metres of an existing quarry. Section 5.34.2 of the Zoning By-law specifies that residential land uses may be permitted on lands between 300 metres and 500 metres of an existing quarry provided a minor variance or rezoning application is approved by the Township.

The subject property abuts a licensed quarry. The owners proposed to sever a new lot in the southwest corner of the property. A portion of the proposed lot would be within 300 metres of the licensed quarry site to the west. The location of proposed residential development (e.g. dwelling) on the proposed lot would be more than 300 metres from the licensed area of the quarry.

The Planning Justification and Land Use Compatibility Report (The Boulevard Group, October 2025) concluded that approval of the new lot will not result in any incompatibility that is not able to be addressed by the operational practices and the regulatory framework governing the quarry. It was noted that as the extractive operations of the quarry continue at a greater depth over time, nuisance-related impacts from noise, dust and vibration will gradually reduce at off-site sensitive receptors. Additionally, the report suggests that the

quarry license would recognize the existence of four dwellings located in closer proximity to the quarry, and place limitations on blasting and extraction activities from these existing residential lands, such that any future residential development on the proposed severed lot is correspondingly protected.

It was determined that an Official Plan Amendment was not required as numbers in the Official Plan are not fixed or rigid, particularly related to mineral aggregate resource influence areas. However, a zoning by-law amendment is required because residential land uses are specifically prohibited within 300 metres of an existing quarry.

The draft by-law submitted with the application proposes to permit residential land uses within 215 metres of the neighbouring quarry. It appears that this was determined by measuring the distance between the QB-2 Zone of the quarry and the “buildable area” on the proposed severed lot. Staff note that this distance should be measured from closest proposed property line to the quarry’s licensed area. Staff measurements using Frontenac Maps indicate that the proposed lot would be approximately 248 metres from the licensed area.

Staff note that the proposed lot would meet other applicable policies including those related to minimum distance separation from livestock facilities.

A detailed policy analysis will be provided in a subsequent report to Council following the public meeting. The report may include a by-law for consideration by Council. The content of a proposed by-law may be refined based on the detailed policy analysis and consideration of comments received at the public meeting.

Financial Implications

Not applicable

Relationship to Strategic Plan

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

Climate Considerations

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

Notice/Consultation

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

- by mail to every owner of land within 120 metres of the subject lands
- by posting notice signs on the subject lands
- by posting on the Township's Public Notice webpage
- by email to prescribed persons and public bodies

Attachments

Exhibit A – Proposed Site-Specific RU-XX Zone

Approvals

Prepared By: Noah Perron, Planner

Submitted By:



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

Approved By:



Louise Fragnito, CGA, CPA
Chief Administrative Officer

BY-LAW NUMBER 2025-XX

BEING A BY-LAW TO AMEND BY-LAW 2003-75, AS AMENDED, TO REZONE LANDS FROM RURAL (RU) TO RURAL SPECIAL EXCEPTION (RU-XX) ON LANDS DESCRIBED AS QUINN ROAD WEST, ASSESSMENT ROLL NUMBER 1029-080-010-15300, CON 3 PT LOT 8, DISTRICT OF PORTLAND: GREGORY GRAY & LORI SCOTT

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 "A" to Zoning By-law Number 2003-75 as amended, is hereby further amended by changing the zoning from Rural (RU) to Rural Special Exception (RU-XX) for the lands shown on Schedule "1".
2. **FURTHER THAT** Zoning By-law Number 2003-75 as amended is hereby further amended by adding a new section 'RU-XX' (QUINN ROAD WEST, ASSESSMENT ROLL NUMBER 1029-080-010-15300, CON 3 PT LOT 8, DISTRICT OF PORTLAND: GREGORY GRAY & LORI SCOTT) immediately after the last Rural Special Exception section to read as follows:

'RU-XX' - (QUINN ROAD WEST, ASSESSMENT ROLL NUMBER 1029-080-010-15300, CON 3 PT LOT 8, DISTRICT OF PORTLAND: GREGORY GRAY & LORI SCOTT)

Notwithstanding the provisions of Section 5.34 regarding the proximity of residential uses to pits and quarries, on lands zoned 'RU-XX' a single detached dwelling and accessory uses shall be permitted 215 metres from an existing quarry.

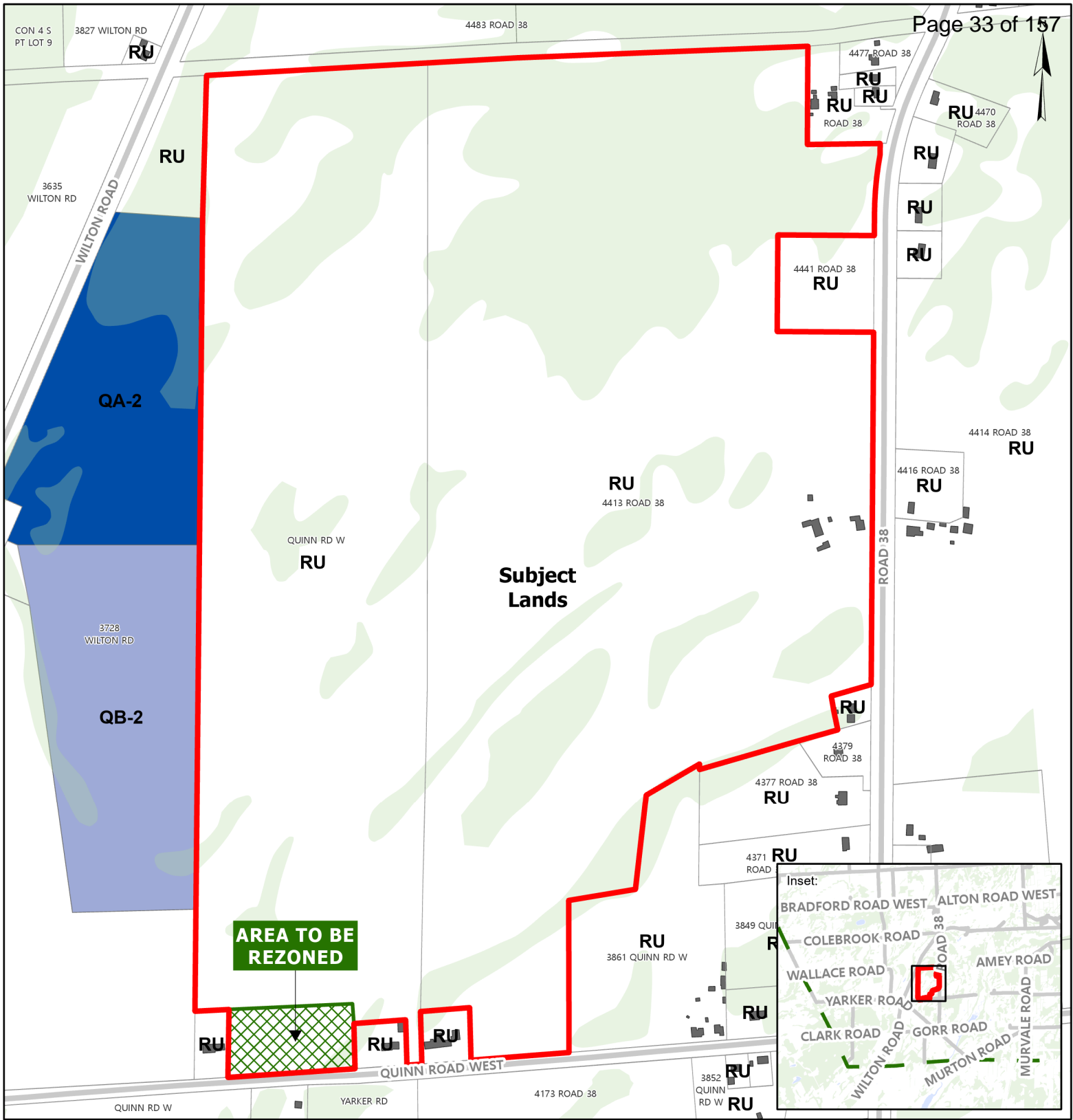
All other provisions of this By-law shall apply.


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: _____, _____, 2025.
Given Third Readings and Passed: _____, _____, 2025.

Ron Vandewal, Mayor

James Thompson, Clerk



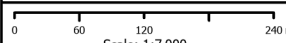


SOUTH FRONTENAC

(SCOTT)
(BOULEVARD GRP.)
QUINN ROAD WEST
PL-ZBA-2025-0101

LEGEND

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



Scale: 1:7,000

Township of South Frontenac Staff Report



To: Council

From: Development Services Department

Date of Meeting: December 9, 2025

Subject: Willowbrook Subdivision Phase 1 - Deeming By-Law and Dedication of 0.3m Reserve

Report Number: 2025-164

Summary

This report recommends that Council pass a by-law to deem Block 8 on Plan 13M105 (Willowbrook Subdivision Phase 1) not to be a lot in a plan of subdivision for the purpose of applying 50(3) of the *Planning Act*. The report also recommends that Council pass a by-law dedicating the 0.3 metre reserve that is Block 12 on Plan 13M105 as a public road.

Recommendation

That By-law 2025-77, attached to Report Number 2025-77, as Exhibit A, to deem the property described as Block 8, Plan 13M105, District of Storrington, Township of South Frontenac as not being in a plan of subdivision, be given first and second reading; and

That By-law 2025-78 attached to Report Number 2025-78, as Exhibit B, to dedicate the 0.3 metre reserve that is Block 12 on Plan 13M105, be given first and second reading; and

That By-law 2025-77 and By-law 2025-78 be presented to Council for third reading.

Background

Willowbrook Subdivision is a residential subdivision in Inverary. The subdivision is being developed in two phases. The developer has requested the Township issue preliminary and final acceptance of the Phase 1 works. There are only a few outstanding items remaining before the Township can accept the works. One of those items requires Council to pass a deeming by-law.

There is a large wetland on the west side of the subdivision. The wetland spans four properties. The wetland is known as Block 8 on Plan 13M105 within Phase 1. It was a condition of the draft plan of subdivision approval to have the wetland conveyed to an adjacent property owner. The intent was to keep the wetland intact and to minimize the number of owners.

The subdivision agreement (Schedule J, clause 27) required the developer to convey Block 8 to the owner of the adjacent property (PIN: 362920158). The agreement also required a

deeming by-law be passed so that the two parcels would merge on title and not be separately conveyable.

There is a 0.3 metre reserve on Summerside Drive between Phase 1 and Phase 2. The purpose of the reserve was to prevent direct access to the Phase 2 lands until certain conditions are met. The effect is to prohibit development. The developer has requested the Township to lift the 0.3 metre reserve on Summerside Drive between Phase 1 and Phase 2. They currently have a licence agreement to legally cross the reserve to prepare the land for development.

Discussion

Under the *Planning Act*, whole lots and blocks in a plan of subdivision are always legally able to be sold separately. A deeming by-law must be passed by Council deeming Block 8 on Plan 13M105 not to be in the subdivision so that the parcel can merge with the adjacent property (i.e., so they stick together) and the Parcel Identification Numbers (PINs) can be consolidated through the Land Registry Office. The effect is that the two parcels will become one parcel.

Regarding the 0.3 metre reserve, staff have determined that it is now appropriate to dedicate the 0.3 metre reserve as a public highway. The Phase 2 subdivision was registered and the developer and Township entered into a subdivision agreement. The 0.3 metre reserve on Summerside Drive must be lifted to provide legal access to the subdivision lots so that building permits can be issued. The by-law calls for the dedication but not assumption of the reserve. Council will be asked to pass a separate by-law to assume the subdivision roads and the reserve block when the Township is ready to issue final acceptance of all the works in the subdivision. This usually happens after a majority of the lots are developed and road construction is completed.

Financial Implications

The cost of registration of the required documentation will be paid by the developer.

Relationship to Strategic Plan

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

Climate Considerations

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

Notice/Consultation

These requests did not require statutory notice and/or circulation.

Public Services is coordinating the required review for preliminary and final acceptance of the works associated with Phase 1. They have no concerns with dedicating the 0.3 metre reserve.

The Clerk's Office was consulted on dedicating the 0.3 metre reserve and the licence agreement.

The developer and the adjacent landowner were notified that a deeming by-law would be considered by Council, in accordance with the terms of the subdivision agreement.

Attachments

Exhibit A – Deeming By-law 2025-77

Exhibit B – 0.3m Reserve Dedication By-law 2025-78

Exhibit C – Plan 13M105

Approvals

Prepared By: Christine Woods RPP, MCIP, Manager of Planning

Submitted By:



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

Approved By:



Louise Fragnito, CPA, CGA
Chief Administrative Officer

By-Law Number 2025-77**Being a By-Law to deem part of Plan of Subdivision No. 13M105 not to be a registered plan of subdivision: Block 8, Plan 13M105, District of Storrington**

Whereas section 50(4) of the *Planning Act R.S.O. 1990*, c. P.13, authorizes Council to pass a by-law to designate any plan of subdivision, or part thereof that has been registered for eight years or more, to be deemed not to be a registered plan of subdivision for purposes of the part lot control provisions of section 50(3) of the *Planning Act*.

Whereas Plan of Subdivision 13M105 has been registered for more than eight (8) years; and

Whereas Council considers it appropriate and necessary that those parts of Plan 13M105 described in this by-law be deemed not to be a registered plan of subdivision to facilitate the merging of lands that will be utilized as one property and is developed as a single property for a period greater than eight years.

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

1. THAT Block 8, Plan of Subdivision 13M105, District of Storrington is hereby deemed not to be a registered plan of subdivision for purposes of the part lot control provisions of subsection 50(3) of the *Planning Act*.
2. That the developer of the subdivision shall pay all costs associated with the development, passage and registration of this By-law.
3. That this By-law shall be registered in the proper Land Registry Office and the Municipality shall be provided with appropriate documentation that the registration has been completed within ten (10) business days of the date of registration;
4. That passage of this By-law shall be deemed to include authorization to legal counsel to register same in the appropriate Land Registry Office without further written authorization;
5. That this By-law shall come into effect when registered in the proper Land Registry Office.

Given First and Second Readings: Tuesday, December 9, 2025

Given Third Reading and Passed: Tuesday, December 9, 2025

James Thompson, Clerk

Ron Vandewal, Mayor

By-Law Number 2025-78**Being a By-Law to dedicate certain lands within the Township for Public Use; Plan 13M105**

Whereas certain lands were conveyed to the Corporation of the Township of South Frontenac for the purpose of a 0.3 metre reserve; and

Whereas pursuant to Section 27(1) of the Municipal Act, 2001, as amended, a municipality may pass by-laws in respect of a highway only if it has jurisdiction over the highway; and

Whereas pursuant to Section 28(2) of the Municipal Act, 2001, as amended, a local municipality has jurisdiction over all road allowances, highways, streets and lanes shown on a registered plan of subdivision; and

Whereas the dedication of the 0.3 metre reserve is required to allow access to a property;

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

1. That the lands situated in the Township of South Frontenac, being Block 12 on Plan 13M105, being a 0.3 metre reserve, are hereby dedicated, but not assumed, as part of the road known as Summerside Drive.
2. That the developer of the subdivision shall pay all costs associated with the development, passage, and registration of this By-law.
3. That this By-law shall be registered in the proper Land Registry Office and the Municipality shall be provided with appropriate documentation that the registration has been completed within ten (10) business days of the date of registration;
4. That passage of this By-law shall be deemed to include authorization to legal counsel to register same in the appropriate Land Registry Office without further written authorization;
5. That passage of this By-law shall also be deemed to include authorization to legal counsel to delete the licence agreement regarding the 0.3 metre reserve from the title of PIN 36292-0319 without further written authorization; and
6. That this By-law shall come into effect when registered in the Ontario Land Registry Office.

Given First and Second Readings: Tuesday, December 9, 2025

Given Third Reading and Passed: Tuesday, December 9, 2025

James Thompson, Clerk

Ron Vandewal, Mayor

**PLAN OF SUBDIVISION OF
PART of LOTS 18 and 19, CONCESSION 2
PART of the ROAD ALLOWANCE between
LOTS 18 and 19, CONCESSION 2**
Geographic Township of Loughborough
(Former Municipal Township of Storrington)
TOWNSHIP of SOUTH FRONTENAC

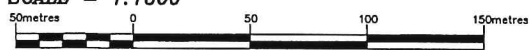
PLAN 13M-105

I CERTIFY that this PLAN is REGISTERED in the LAND REGISTRY OFFICE for the LAND TITLES DIVISION of FRONTENAC (No. 13) at 9:07 a.m. on the 20 day of April, 2016 AND ENTERED IN THE PARCEL REGISTER FOR PROPERTY IDENTIFIER No. 36292-0304 AND THE REQUIRED CONSENTS ARE REGISTERED as PLAN DOCUMENT No. PE 217802.

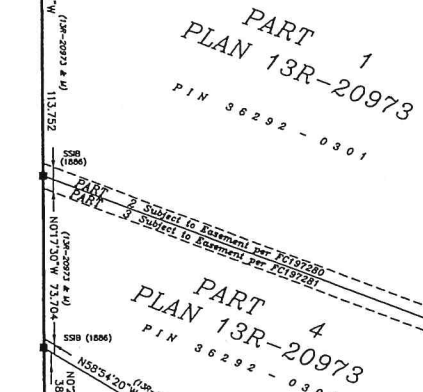
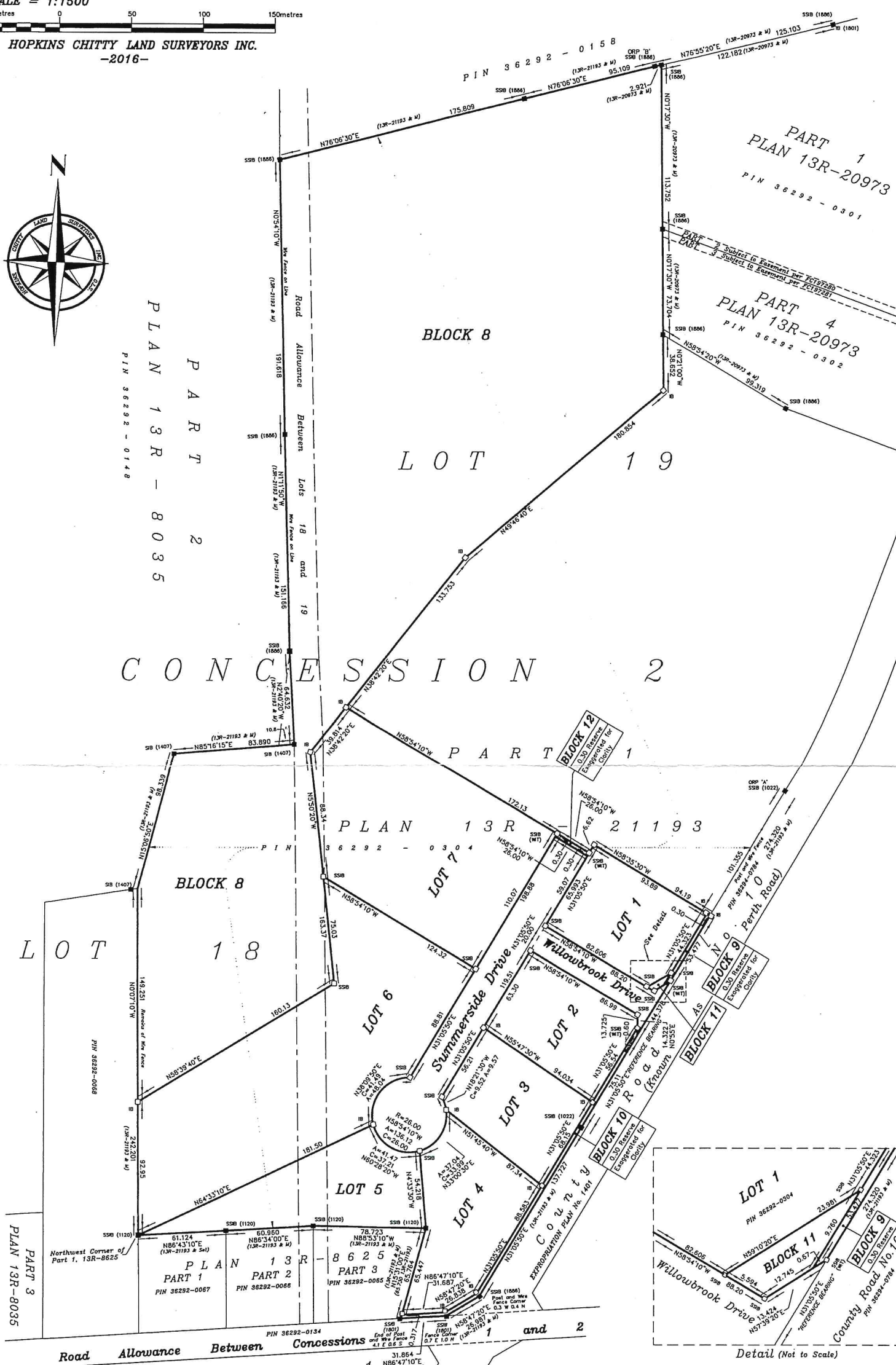
L. Fawcett
REPRESENTATIVE FOR THE LAND REGISTRAR
FOR THE LAND TITLES DIVISION
OF FRONTENAC (No.13)

THIS PLAN COMPROMISES PART OF PIN 36292-0304

COUNTY of FRONTENAC
SCALE = 1:1500



HOPKINS CHITTY LAND SURVEYORS INC.
-2016-



LEGEND:
SSIB'S PLANTED DUE TO INSUFFICIENT OVERBURDEN
□ denotes Planted Survey Monument
● denotes Found Survey Monument
SIB Standard Iron Bar
SSIB Short Standard Iron Bar
IB Iron Bar
IB# Iron Bar (found)
RB Rock Bar
RP Rock Post
WIT Witness
(M) Measured
(R.P.) Registered Plan
(HP) Hydro Pole
(1022) N. Bruce Campbell - O.L.S.
(1886) Hopkins Chitty Land Surveyors Inc.
(1407) Orange W. Elliott Ltd. - O.L.S.
(1120) James A. Minnes - O.L.S.

OWNER'S CERTIFICATE
THIS IS TO CERTIFY THAT:
1. LOTS 1 TO 7, BOTH INCLUSIVE, BLOCKS 8 AND 11, RESERVES NAMELY BLOCKS 9, 10 AND 12 AND STREETS BEING WILLOWBROOK DRIVE AND SUMMERSIDE DRIVE HAVE BEEN LAID OUT IN ACCORDANCE WITH MY INSTRUCTIONS.
2. THE STREETS ARE HEREBY DEDICATED TO THE CORPORATION OF THE TOWNSHIP OF SOUTH FRONTENAC AS PUBLIC HIGHWAY.
OWNER: DATED THE 22 DAY OF March, 2016.
TONY MATIAS
PRESIDENT, 1059823 ONTARIO LTD.
(I HAVE THE AUTHORITY TO BIND THE CORPORATION)

COUNTY OF FRONTENAC
FINAL APPROVAL - NEW ACT
THIS FINAL PLAN OF SUBDIVISION IS APPROVED UNDER ss. 51 (58) OF THE PLANNING ACT ON THIS 22 DAY OF March, 2016.
JANNETTE AMINI
CLERK

BEARINGS ARE UTM GRID, DERIVED FROM THE NORTHWESTERLY LIMIT OF COUNTY ROAD No. 10 PER 13R-21193 HAVING A BEARING OF N31°05'50"E UTM ZONE 18, NAD83 (CSRS) (1997.0) DESIGNATED HEREON AS "REFERENCE BEARING".
FOR BEARING COMPARISONS, A ROTATION OF 1°25'00" CLOCKWISE WAS APPLIED TO BEARINGS ON 13R-19006
DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.9997518
DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

SURVEYOR'S CERTIFICATE:
I CERTIFY THAT:
1. This Survey and Plan are correct and in accordance with the SURVEYS ACT, the SURVEYORS ACT and the LAND TITLES ACT and the REGULATIONS made under them.
2. The SURVEY was completed on the 3rd day of November, 2015
HOPKINS CHITTY LAND SURVEYORS INC.
DATE: FEBRUARY 11, 2016
PHIL W. CHITTY - O.L.S.

OBSERVED REFERENCE POINTS (ORP) DERIVED FROM 13R-21193 BY CONVENTIONAL TOTAL STATION OBSERVATIONS, UTM ZONE 18, NAD83 (CSRS) (1997.0) COORDINATES TO RURAL ACCURACY PER SEC. 14 (2) OF OREG. 216/10

POINT ID	NORTHING	EASTING
ORP "A"	4915022.29	382237.34
ORP "B"	4915527.69	382149.25

COORDINATES CANNOT, IN THEMSELVES BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

Party Chief: BC Instrument: BP Checked By: Plan By: PFC
HOPKINS CHITTY LAND SURVEYORS INC.
Ontario Land Surveyors
www.hopkinschitty.com
634-636 NORRIS COURT
KINGSTON, ONTARIO K7P-2R9
Tel: (613) 384-9286
Fax: (613) 384-9513
PROJECT No. 2012-266-2
LOT 18 & 19, CONCESSION 2
TOWNSHIP OF LOUGHBOROUGH



Township of South Frontenac

Staff Report



To: Council

From: Office of the Chief Administrative Officer

Date of Meeting: December 9, 2025

Subject: Build Canada Homes Application

Report Number: 2025-171

Summary

The purpose of this report is to seek Council's endorsement of an application for funding and financing under the new Build Canada Homes program for the Verona Housing project.

Recommendation

That Council endorse the Build Canada Homes Application in the amount of \$21 million, including a capital grant contribution of \$6 million and a repayable loan of \$15 million.

That the CAO be authorized to revise the authorized application amount while discussing proposed terms within 5% of the approved amount.

That the final terms of any Build Canada Homes successful conditional approvals be brought back for Council endorsement.

Background

On November 26, 2025, the Build Canada Homes (BCH) investment policy framework was released. The program is funded by the Government of Canada and replaces programs that were previously available through CMHC. As reference in their announcement from November 2025: "The framework outlines the agency's priorities, investment principles, and eligibility criteria—setting the foundation for a new, flexible, and outcome-driven approach to housing delivery—that will deliver on affordable housing in communities across the country".

The focus of the program is to prioritize projects that are:

- Ready to build: Construction to begin within 12 months
- Affordability: affordability that meets local needs and creates capacity for non-profit housing. Build Canada Homes defines affordability as:
 - Housing is affordable when it costs no more than 30% of a household's before-tax income, based on the median income in the local area. This approach reflects the realities of different communities and household types across Canada.
- Innovation & Speed: Leverage modern construction methods
- Strong Partnerships: Collaborative projects

www.southfrontenac.net

South Frontenac is a welcoming and thriving rural community.

- Made in Canada: Canadian materials to strengthen public supply chains and support local labour.

Discussion/Analysis

One of the next steps in the Verona Housing project is to apply for apply for capital funding including financing.

Lindsay Blair, Executive Director of 2B Development who is our consultant on the project has fully reviewed the investment policy framework and application requirements. The Build Canada homes portal recently opened for application submissions. Since the change in government, access to project funding has been limited, and as a result, there will be a surge in applications to BCH. We are seeking approval to apply to the BCH portal in December 2025 so that the project can be submitted and remain in line for funding.

2B Developments will prepare the application on behalf of the Township with final review by the CAO prior to submission. The requested capital funding is for \$21 million with a capital contribution of \$6 million (grant) and a repayable loan of \$15 million. This information is based on our current proforma with a total project cost of \$29.5 million for the construction based on 90 units to be constructed on Verona Street with two apartment buildings and 4 blocks of townhomes.

Financial Implications

The Build Canada Homes program is the preferred choice for the financing and funding of 21 million out of the 29.5 million project. The remainder of the funding is coming partially from Township funds \$467,800 (prior land acquisition and committed budget to 2025) as well as confirmed and pending conditional grants.

Should the Township be unsuccessful in this application, other options remain available such as multiple programs (in order of preference) under CMHC, Infrastructure Ontario funding as well as a mortgage through a financial institution.

Relationship to Strategic Plans

Not applicable to this report.

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

- Priority: Community

Notice/Consultation

Lindsay Blair, Executive Director 2B Developments

Approvals

Approved By:



Louise Fragnito, CPA CGA, Chief Administrative Officer

Township of South Frontenac

Staff Report



To: Recreation & Leisure Services Advisory Committee

From: Director, Public Services

Date of Meeting: November 27, 2025

Subject: Summer Program Registration Model Updates

Report Number: 2025-014

Summary

This report seeks approval from the Recreation and Leisure Services Advisory Committee for proposed changes to the summer program registration model.

Recommendation

That the Recreation and Leisure Services Advisory Committee recommend that Council support the proposed changes to the summer program registration model, as outlined in Recreation and Leisure Services Advisory Committee Report Number 2025-014.

Background

At the November 2024 Recreation and Leisure Services Advisory Committee meeting, the Committee approved a revised registration format as per [2024-013](#).

Despite these changes, demand for summer programs continues to exceed available capacity. Staff received feedback from parents and guardians expressing frustration that some children were able to attend camp for most of the summer, while others were unable to secure any weeks at all. In response to this feedback, and following a review of practices in comparable municipalities, staff are recommending the implementation of a four-week participation cap per child for the summer program season.

Discussion/Analysis

As in previous years, summer programs for the 2025 season reached capacity within minutes of registration opening. While parents and community members acknowledged and appreciated efforts to ensure fair access for residents, concerns remained that many children were still missing out on camp opportunities.

To address this, staff recommend instituting a four-week cap limit on the number of weeks each camper is eligible to attend. This approach allows participants to enjoy up to half of the summer at camp while more equitably distributed program spaces among children.

Staff also note that the Xplore Recreation registration software uses GIS integration for address verification. However, users must enter "South Frontenac" as the municipality in

www.southfrontenac.net

South Frontenac is a welcoming and thriving rural community.

the address field rather than their specific village or hamlet. This requirement contributed to confusion during the 2025 registration period, as most residents naturally identify their community by its local name. This limitation will continue to affect the registration process, and staff will develop and implement a strategic public communication plan to reduce confusion and prevent inadvertent misclassification of residency status.

All other changes to the registration model that was approved in November 2024 will remain in place.

Financial Implications

None.

Relationship to Strategic Plans

Not applicable to this report.

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

- Priority: Community

Climate Considerations

Not applicable to this report.

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

Notice/Consultation

None.

Approvals

Prepared By: Amanda Pantrey, Recreation and Events Coordinator

Submitted By:

Tim Laprade, Manager of Recreation and Facilities

Approved By:



Kyle Bolton, Director of Public Services

Township of South Frontenac Staff Report



To: Council

From: Director of Finance & Treasurer

Date of Meeting: December 9, 2025

Subject: 2026 Draft Capital Budget

Report Number: 2025-0169

Summary

The annual budget process tables the draft budget in two sections, capital and operating. This report provides Council the preliminary draft capital budget for the 2026 fiscal year.

Recommendation

This report is for information purposes only.

Discussion/Analysis

The capital budget is concentrated on long-term investments and improvements within the Township. Exhibit B summarizes the complete draft 2026 capital budget and includes detailed sheets for each capital project proposal.

Capital budget submissions are prepared and reviewed based on Council's established strategic priorities, community engagement and targets established within the Long-Range Financial Plan.

The capital budget is brought forward to Council in December to provide time for a comprehensive review and discussion on the proposed capital projects. The proposed combined operating and capital budget is scheduled to be received by Council and tabled publicly on January 13, 2026.

A full day budget deliberation is scheduled for January 22, 2026.

Financial Implications

Not applicable to this report.

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): Insert Text

Climate Considerations

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

Attachments

Exhibit A – 2026 Draft Capital Budget Presentation

Exhibit B – 2026 Draft Capital Budget and detailed sheets

Approvals

Submitted By:



Stephanie Kuca, Director of Finance & Treasurer

Approved By:



Louise Fragnito, Chief Administrative Officer



**SOUTH
FRONTENAC**

2026 Capital Budget Overview

Council
December 9, 2025

Introduction

The Capital Budget is one component of the overall budget process which focuses on major cost items for each area of the Township's infrastructure, assets or studies which support the delivery of services to the community or helps support future capital investment decisions.

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

VISION

South Frontenac is a welcoming and thriving rural community.

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

STRATEGIC PILLARS AND DIRECTIONS



Sustainable Long-Term Prosperity



Municipal Service Excellence



People and Partnerships



2026 Capital Budget

- The draft capital budget represents proposed capital budget items received from department heads, vetted by the Treasurer and CAO.
- It incorporates input from the Township's strategic plan, committees and Council. Many proposed items are driven by established replacement schedules which are funded by defined reserves (e.g. Equipment Reserve).
- Staff review the proposed items taking consideration for the impact to the tax levy and available reserve funds.
- Funding sources will be shown when the full budget is reviewed. Sources of revenue to pay for the Capital budget include:
 - Taxation
 - Reserves
 - Grants including
 - Ontario Community Investment Funding (OCIF)
 - CCBF from the Province and the County(Formerly Gas Tax)
 - Development Charges
 - Parkland Reserves
 - Confirmed one-time grants such as HEWSF, CMHC & FCM (Verona Housing) and CSRIF (Centennial Park)

2026 Capital Budget

- The capital budget sheets provide details on the description of a project, its rationale, full forecasted project costs, any actuals to date along with its funding breakdown.
- Carry forward capital projects that were approved in prior years, but are not yet completed are not listed in the 2026 budget, except for multiyear projects requiring funding in 2026. These projects are identified as pre-approved in the summary project list.
- The items presented in the 2026 Capital Budget are in line with the targeted annual capital budget as set out in the Township's 10 year long range financial plan (LRFP) previously reviewed with Council.

Corporate Services

Financial Software Replacement	\$250,000
Cemetery Site Plans	\$10,000
Asset Management Plan (Levels of Service)	\$50,000
Emergency Management Digital Road Signs	\$100,000
Verona Housing Project	\$15,576,162



Fire Department

Fleet and Equipment	
Hose and Appliances	\$25,000
Trailer replacement	\$15,000
Radio Tower Equipment Upgrade	\$75,000
Wildland Equipment for Wildland Units	\$36,000
Mobile Gear Racks	\$21,000
Wildland Unit ATV side by side with tracks	\$61,500

Public Services

Fleet	
Boat Replacement	\$15,000
Water Tank Replacement	\$50,000
Tandem Plow Truck Replacement	\$435,000



Public Services

Linear Infrastructure	
Road 38 Design and Construction (Kingston Rd to Murton Road)	\$1,485,000
Murvale Creek Culvert (B12) Reconstruction	\$625,000
Westport Road	\$139,500
Buck Lake Culvert (OSIM) Design	\$17,000
Rutledge Road Reconstruction	\$4,550,000
Desert Lake Road Reconstruction	\$1,180,000
Round Lake Road Reconstruction	\$362,000
Keeley Road Reconstruction	\$328,000
Surface Treatment (LCB) Preservation (listing on next slide)	\$1,000,000
Pre-Engineering Roads 2027	\$85,000
Gravel Road Reconstruction Program 2026	\$340,000
Arterial Road Culvert Replacement Program 2026	\$50,000

SURFACE TREATMENT (LCB) Preservation - 2026 Projects
Public Services Department

Section ID	Street	From Street	To Street	Width (m)	Length (Km)	AADT	PCI
45880	Snider Road	2km South of Arena Boundary Rd	Road 38	6.5	3.0	436	72
46780	York Road	South end	Bellrock Road	6.2	1.3	72	38
41550	Country Woods Drive	South end	Campbell Road	6.0	0.7	75	62
43735	Latimer Road	Davidson Road	1.7km West of Perth Road	6.4	4.0	455	60
43120	Holmes Road	Davidson Road	Latimer Road	6.6	1.4	670	59
43150	Holmes Road	Old Boy Road	Perth Road 10	6.4	1.2	327	66
43345	Johns Way Road	Heska Crescent	Heska Crescent	6.5	0.3	49	68
42790	Heska Crescent	Holmes Road	Holmes Road	6.8	1.3	225	59
42940	Hitchcock Drive	West end	Sunbury Road	6.3	0.9	307	71
44110	Maple Hill Way	South end	Hitchcock Drive	6.5	0.3	49	62
46060	Stone Point Drive	North end	Hitchcock Drive	6.7	1.2	49	81
46570	White Lake Road	Buck Bay Road	1.7km East of Buck Bay Road	6.1	1.7	100	68
45970	Stagecoach Road	Orser Road	Railton Road	6.0	2.9	773	65
42355	Freeman Road	Bedford Road	Sills Bay Road	6.3	0.8	100	79
45820	Sills Bay Road	Botting Road	North End	6.5	1.7	75	72
40495	Botting Road	Bedford Road	Sills Bay Road	6.2	0.8	254	79
45025	Petworth Road	German Road	Bridge	6.2	0.2	538	82
42415	Garrison Court	South end	Petworth Road	5.8	0.5	78	59
45520	Round Lake Road	Moreland Dixon Road	Latimer Road	6.2	0.8	299	66
TOTAL					24.8		

*The above road list is subject to change. Each road section will undergo a final condition review in the spring of 2026.

Public Services

Water System	
Water Tower Rehabilitation - Design and Tender	\$64,500
Sydenham Water Treatment Plant - GAC Renewal	\$12,000
Sydenham Water System – Enterprise Asset Management System	\$9,500

Solid Waste	
Green Bay WDS - Slope Stability Review	\$10,000



Public Services

Facilities	
Bedford Garage Site Works	\$95,000
Portland Garage Water Well	\$25,000
Bedford Garage Heating System Replacement	\$55,000
Portland Garage Overhead Hoist	\$6,000
Facility & Parks Flagpoles	\$20,000
Station 1 – Siteworks	\$48,000
Station 2 – Backup Generator	\$25,000
Station 3 – HVAC and Interior Repairs	\$25,000
Station 4 – Exterior lighting	\$6,000
Station 7 – HVAC and Siteworks	\$30,200

Public Services

Recreation	
Centennial Park Accessible/Inclusive Play Structures	\$100,000
Centennial Park - New Accessible Washrooms Design and Build	\$550,000
Sydenham Point Canteen Renovation	\$40,000
Playground Rehabilitation	\$5,500
Bellrock Mill Fencing and Site Work	\$55,000
Sydenham Point Beach Rehabilitation	\$25,000



Development Services

SUV replacement	\$51,000
CityView Portal update	\$50,000
Digitization of building permit records	\$55,000



List of deferred items

Public Services	Fleet	Zero Turn Mower Replacement	\$30,000
Public Services	Fleet	Two (2) 1-Ton Truck Replacements	\$230,000
Public Services	Fleet	Rubber Tire Excavator Replacement	\$550,000
Public Services	Facilities	Liquid Storage Tanks	\$75,000
Public Services	Facilities	Storrington Centre Emergency Backup Generator	\$100,000
Public Services	Facilities	Princess Anne Gravel Parking Lot and Walkway	\$70,000
Fire Department	Equipment	Wildland Unit ATV side by side	\$55,000
Public Services	Recreation	Bleacher Replacements	\$58,000
Public Services	Roads & Bridges	Bedford Mills Bridge Rehabilitation	\$870,300
Public Services	Roads & Bridges	Pre-Engineering Bridge 2027	\$85,000

Questions?



**Township of South Frontenac
2026 Draft Capital Budget**

Detailed Sheet page #	Project #	Project	2026 Pre-Approved	Previous Year Budget Approved towards Project	2026 Budget	2027 Budget	Notes
		CORPORATE SERVICES					
1	22-06	Verona Housing Project	YES	859,587	15,576,162	12,635,402	Grant and Financing
2	26-01	Emergency Management Digital Road Signs	YES		100,000		Applied for grant - 50% Community Emergency Preparedness Grant
3	26-02	Financial Software Replacement			250,000		
4	26-03	Asset management Plan - Levels of Service			50,000		
5	26-87	Cemetery Site Plans			10,000		
		TOTAL CORPORATE SERVICES		859,587	15,986,162	12,635,402	
		FIRE					
6	25-12	ATV with Trailer Replacement x2		50,000	15,000		
7	26-11	Mobile Gear Racks			21,000		
8	26-12	Wildland Unit ATV side by side with tracks			61,500		
9	26-14	Wildland Equipment for Wildland Units			36,000		
10	26-16	Radio Tower Equipment Upgrade			75,000		
11	26-18	Hoses and Appliances			25,000		
		TOTAL FIRE		50,000	233,500	0	
		PUBLIC SERVICES					
		FLEET					
12	26-21	Boat Replacement			15,000		
13	26-22	Water Tank Replacement			50,000		
14	26-25	Tandem Plow Truck Replacement			435,000		
		subtotal - Fleet		0	500,000	0	
		ROADS INFRASTRUCTURE					
15	23-56	Road 38 Design and Construction (Kingston Rd to Murton Road)	YES	3,766,650	1,485,000		
16	25-34	Murvale Creek Culvert (B12) Reconstruction	YES	831,000	625,000		
17	24-41B	Westport Road	YES	1,362,500	139,500		
18	25-36	Buck Lake Culvert (OSIM) Design	YES	35,000	17,000		
19	26-31	Rutledge Road Reconstruction			4,550,000		
20	26-32	Desert Lake Road Reconstruction			1,180,000		
21	26-33	Round Lake Road Reconstruction			362,000		
22	26-34	Keeley Road Reconstruction			328,000		
23	26-35	Surface Treatment (LCB) Preservation			1,000,000		
25	26-36	Pre-Engineering Roads 2027			85,000		
26	26-37	Gravel Road Reconstruction Program 2026			340,000		
27	26-40	Arterial Road Culvert Replacement Program 2026			50,000		
		subtotal - Roads Infrastructure		5,995,150	10,161,500	0	

**Township of South Frontenac
2026 Draft Capital Budget**

Detailed Sheet page #	Project #	Project	2026 Pre-Approved	Previous Year Budget Approved towards Project	2026 Budget	2027 Budget	Notes
		SYDENHAM WATER					
28	26-66	Water Tower Rehabilitation - Design and Tender			64,500	241,000	
29	26-67	Sydenham Water Treatment Plant - GAC Renewal			12,000		
30	26-68	Sydenham Water - Enterprise Asset Management System			9,500		
		subtotal - Sydenham Water		0	86,000	241,000	
		SOLID WASTE					
31	26-71	Green Bay WDS - Slope Stability Review			10,000		
		subtotal - Solid Waste		0	10,000	0	
		FACILITIES					
32	25-52	Bedford Garage Site Works	YES	64,100	95,000		
33	26-51	Portland Garage Water Well			25,000		
34	26-52	Bedford Garage Heating System Replacement			55,000		
35	26-53	Portland Garage Overhead Hoist			6,000		
36	26-55	Facility & Parks Flagpoles			20,000		
37	26-62	Station 1 – Siteworks			48,000		
38	26-63	Station 2 – Backup Generator			25,000		
39	26-64	Station 3 -HVAC and Interior Repairs			25,000		
40	26-65	Station 4 – Exterior lighting			6,000		
41	26-86	Station 7 – HVAC and Siteworks			30,200		
		subtotal - Facilities		64,100	335,200	0	
		RECREATION					
42	24-56	Centennial Park - New Accessible Washrooms Design and Build	YES	180,000	550,000		Community Sport and Recreation Infrastructure Fund Grant
43	26-79	Centennial Park Accessible/Inclusive Play Structures	YES		100,000		Community Sport and Recreation Infrastructure Fund Grant
44	26-54	Sydenham Point Canteen Renovation			40,000		
45	26-59	Playground Rehabilitation - Inverary Playground			5,500		
46	26-76	Bellrock Mill Fencing and Site Work			55,000		
47	26-77	Sydenham Point Beach Rehabilitation			25,000		
		subtotal - Recreation		180,000	775,500	0	
		TOTAL PUBLIC SERVICES		6,239,250	11,868,200	241,000	
		DEVELOPMENT SERVICES					
48	26-27	SUV replacement			51,000		
49	26-81	CityView Portal update			50,000		
50	26-82	Digitization of building permit records			55,000		
		TOTAL DEVELOPMENT SERVICES		0	156,000	0	
		Total		7,148,837	28,243,862	12,876,402	

Capital Project Detail Sheet

Project Information

Project Name: **Verona Housing Project**

Type of Project: Other

Project Number: **22-06**

Basis for Activity: Service Level Change

Department: 1210 - CAO

Relationship to Strategic Plan: Priority #3 - People and Partnerships

Description: The Verona Housing project consists of the development of two parcels of land on Verona Street that the Township purchased in 2020. The project is geared towards providing affordable and seniors housing with an estimate of 90 units with a mix of seniors, affordable and market rents. The construction would see the use of communal services to providing the servicing for both parcels with 2 apartment building on the west side of Verona street and row housing on the east parcel. Construction is anticipated to take place in 2026 and 2027. Project Management for the project was awarded in 2024 to 2B Developments under report 2024-057, architectural services to RAW Design under report 2024-204 and continued EA work in relation to the servicing to JL Richards under report 2024-209

Rationale: Through the Verona Master Plan developed in 2022, a need was identified for housing as well as defining the size and scale of developments with consideration for new housing to incorporate compatible heights, massing, aesthetics, and proper separations from existing properties.

Confirmed grants to date: County \$339,180 FCM \$280,000 CMHC Seed \$20,900 OPHI/COCHI (City of Kingston) \$1,400,000 HEWSF \$3,212,137

Pending grant/financing decisions: CHIF \$2,226,495 CMHC Innovation Fund Build \$3,150,000 Build Canada Homes \$21 million (financing and non-repayable loan)

Staff Contact: Louise Fragnito (lfragnito)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
55330 - Consultant	Expenses / Expenditure	426,830	29,073,151	859,587	15,576,162	12,637,402	0	0	0
Total		426,830	29,073,151	859,587	15,576,162	12,637,402	0	0	0

Total Project Costs Breakdown

Land Costs	262,500
Soft Costs	3,537,804
Hard Costs	22,550,000
Contingencies and taxes	<u>3,149,696</u>
Total	29,500,000

*Variance in this table and Budget above is due to land purchase and separate project for initial phase 1/2 of EA study

Capital Project Detail Sheet

Project Information

Project Name: **Portable Digital Mobile Road Signs - Five (5)**

Type of Project: Other

Project Number: **26-01**

Basis for Activity: Other

Department: 2300 - Emergency Management

Relationship to Strategic Plan: Priority #3 - People and Partnerships

Description: Purchase of five (5) Potable Digital Roads Signs - \$20,000 per sign

Rationale: The purchase of five (5) portable digital mobile road signs will enable staff to provide residents with important / critical up to date information regarding the status of fire bans or other emergency situations. These mobile road signs will provide communication flexibility as they can be positioned throughout numerous locations, including main traffic corridors. Current mobile road signs are already heavily used for community events and roads updates such as construction.

Staff have applied to the community emergency preparedness grant seeking \$50,000 towards the cost of these mobile road signs.

Staff Contact: James Thompson (jthompson)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
53310 - Materials	Expenses / Expenditure	0	100,000	0	100,000	0	0	0	0
Total		0	100,000	0	100,000	0	0	0	0
41500 - Grnts-Prov	Revenues / Funding Source	0	50,000	0	50,000	0	0	0	0
Total		0	50,000	0	50,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Financial Software Replacement**

Type of Project: Software & Support

Project Number: **26-02**

Basis for Activity: Other

Department: 1275 - Corporate Services

Relationship to Strategic Plan: Priority #1 - Sustainable Long-Term Prosperity

Description: Purchase of financial system software and resources to implement full system migration.

Rationale: Microsoft Dynamics Great Plains announced its end of life during 2025. This software is currently used for all accounting services including property taxation, payroll, accounts payable, receivables. Microsoft will stop supporting this software by the end of 2028. A new system must be acquired and a full system data migration needed to continue financial operations.

Staff Contact: Stephanie Kuca (skuca)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
80100 - Equipment	Expenses / Expenditure	0	250,000	0	250,000	0	0	0	0
Total		0	250,000	0	250,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Asset Management Plan – Levels of Service**

Type of Project: Other

Project Number: **26-03**

Basis for Activity: Other

Department: 1275 - Corporate Services

Relationship to Strategic Plan: Priority #1 - Sustainable Long-Term Prosperity

Description: Asset Management Plan – Levels of Service as required under Ontario Regulation 588/17.

Rationale: Prepare Asset Management Plan - Levels of Service to achieve compliance with Ontario Regulation 588/17 which was due July 1, 2025.

Staff Contact: Stephanie Kuca (skuca)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
55290 - Contracted Services	Expenses / Expenditure	0	50,000	0	50,000	0	0	0	0
Total		0	50,000	0	50,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Cemetery Site Plans**

Type of Project: Plans/Studies

Project Number: **26-87**

Basis for Activity: Service Level Change

Department: 7000 - Cemeteries

Relationship to Strategic Plan: Priority #1 - Sustainable Long-Term Prosperity

Description: Cemetery site plan designs for future columbarium walls.

Rationale: Design plans are required to determine feasibility and opportunity for future columbarium walls.

Staff Contact: James Thompson (jthompson)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
55330 - Consultant	Expenses / Expenditure	0	10,000	0	10,000	0	0	0	0
Total		0	10,000	0	10,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Replacement of Two (2) ATV's and Trailers**

Type of Project: Light Weight

Project Number: **25-12**

Basis for Activity: Asset Renewal

Department: 2100 - Fire

Relationship to Strategic Plan: Priority #2 - Municipal Service Excellence

Description: 2026 budget is for additional funds to finalize project for purchase of 1 enclosed trailer.

Rationale: Scope of project amended to enclosed trailers in order to have wildland equipment on trailer.

Original 2025 scope was 2 ATVs and trailers (open).

Staff Contact: Del Blakney (dblakney)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
80105 - Fleet	Expenses / Expenditure	46,655	65,000	50,000	15,000	0	0	0	0
Total		46,655	65,000	50,000	15,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Mobile Gear Racks**

Type of Project: Equipment

Project Number: **26-11**

Basis for Activity: Other

Department: 2100 - Fire

Relationship to Strategic Plan: Priority #2 - Municipal Service Excellence

Description: Mobile Gear Racks for station 2

Rationale: Station 2 and 4 are the last two stations.
Stations 1,3,5,6,7,8 have been completed.

Staff Contact: Del Blakney (dblakney)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
80100 - Equipment	Expenses / Expenditure	0	21,000	0	21,000	0	0	0	0
Total		0	21,000	0	21,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Wildland Unit ATV side by side with tracks**

Type of Project: Light Weight

Project Number: **26-12**

Basis for Activity: Service Level Change

Department: 2100 - Fire

Relationship to Strategic Plan: Priority #2 - Municipal Service Excellence

Description: Side by side vehicle with tracks to be used for wildland firefighting and remote medical/rescue calls.

Rationale: Climate action change and MNR predict a 40% increase in wildfires over the next 14 years.

44% of the township is in a MNR high risk wildfire zone.

Preparations for significant wildfires are required.

We continually call mutual aid for this resource as we do not own one.

Staff Contact: Del Blakney (dblakney)

Project Finances

Expense Type	Operating Impact Description	FTE	2026	2027	2028	2029	2030
80100 - Equipment	Maintenance	0.00	1,000	1,000	1,000	1,000	0

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
80105 - Fleet	Expenses / Expenditure	0	61,500	0	61,500	0	0	0	0
Total		0	61,500	0	61,500	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Wildland Equipment for Wildland Units**

Type of Project: Equipment

Project Number: **26-14**

Basis for Activity: Service Level Change

Department: 2100 - Fire

Relationship to Strategic Plan: Priority #2 - Municipal Service Excellence

Description: Wildland equipment for wildland units.

Rationale: Climate action change and MNR predict a 40% increase in wildfires over the next 14 years. 44% of the township is in a MNR high risk wildfire zone. Preparations for significant wildfires are required.

Staff Contact: Del Blakney (dblakney)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
80100 - Equipment	Expenses / Expenditure	0	36,000	0	36,000	0	0	0	0
Total		0	36,000	0	36,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Radio Tower Equipment Upgrade**

Type of Project: Equipment

Project Number: **26-16**

Basis for Activity: Asset Renewal

Department: 2100 - Fire

Relationship to Strategic Plan: Priority #2 - Municipal Service Excellence

Description: Upgrade radio transmission equipment on the Jamieson Tower

Rationale: Communications are a concern across the Township with a lack of coverage and broken messages. Existing equipment is old and creates gaps in tower overlap.

Staff Contact: Del Blakney (dblakney)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
80100 - Equipment	Expenses / Expenditure	0	75,000	0	75,000	0	0	0	0
Total		0	75,000	0	75,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Hoses and Appliances**

Type of Project: Equipment

Project Number: **26-18**

Basis for Activity: Other

Department: 2100 - Fire

Relationship to Strategic Plan: Priority #2 - Municipal Service Excellence

Description: Replacement Hoses and Appliances

Rationale: Part of the SFFR Fleet and Equipment Asset Management Plan includes the annual replacement hoses and appliances for structural firefighting operations.

Annual costs and investments are spread out to reduce significant one time costs.

Staff Contact: Del Blakney (dblakney)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
80100 - Equipment	Expenses / Expenditure	0	25,000	0	25,000	0	0	0	0
Total		0	25,000	0	25,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Boat Replacement**

Type of Project: Equipment

Project Number: **26-21**

Basis for Activity: Asset Renewal

Department: 3000 - Overhead

Relationship to Strategic Plan: Priority #1 - Sustainable Long-Term Prosperity

Description: Replacement of boat and motor that is inadequately sized for Public Services operations.

Rationale: The current small Jon Boat that is used for the placement of swim rafts/lines/etc. does not provide enough room and float for two Staff transporting heaving anchors/buoys, etc.

Staff Contact: Brian Kirk (bkirk)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
80105 - Fleet	Expenses / Expenditure	0	15,000	0	15,000	0	0	0	0
Total		0	15,000	0	15,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Water Tank Replacement**

Type of Project: Auxiliary Attachment

Project Number: **26-22**

Basis for Activity: Asset Renewal

Department: 3000 - Overhead

Relationship to Strategic Plan: Priority #2 - Municipal Service Excellence

Description: Water tank replacement for unit #62 (Asset ID 23805), year 2015.

Rationale: Asset replacement required due to holes, corrosion, and frequent repair costs. Breakdowns on this unit have been causing lengthy downtime.

Staff Contact: Brian Kirk (bkirk)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
80105 - Fleet	Expenses / Expenditure	0	50,000	0	50,000	0	0	0	0
Total		0	50,000	0	50,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Tandem Plow Truck Replacement**

Type of Project: Equipment

Project Number: **26-25**

Basis for Activity: Asset Renewal

Department: 3000 - Overhead

Relationship to Strategic Plan: Priority #1 - Sustainable Long-Term Prosperity

Description: Tandem plow truck replacement for unit FT36 (asset 33509), year 2006.

Rationale: Asset renewal in accordance with the 15 year life cycle replacement schedule in the LRFP.

Staff Contact: Brian Kirk (bkirk)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
80105 - Fleet	Expenses / Expenditure	0	435,000	0	435,000	0	0	0	0
Total		0	435,000	0	435,000	0	0	0	0

Capital Project Detail Sheet

Project Information

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

Type of Project: Arterial Roadway

Project Number: **23-56**

Basis for Activity: Asset Renewal

Department: 3300 - Hardtop

Relationship to Strategic Plan: N/A

Description: Asset # 54910

Project will include the detailed design and reconstruction of approximately 5.8km of Road 38 from Kingston Road to Murton Road.

Recommended design will include full depth reconstruction of the roadway complete with two lanes and two paved shoulders (11.0m width) and shoulder roundings.

Work on the corridor will be phased over 2025 and 2026.

Additional related works at Murvale Creek can be found under project # 25-34.

Rationale: The reconstruction of Road 38 has been identified as a priority road project for 2025 within the 5 year plan received by Council on May 2, 2023.

Council accepted the recommendations of the Preliminary Design and provided staff direction to advance the Detailed Design Phase on August 13th, 2024.

This section of Road 38 was last constructed in 1993. Surface conditions are poor and unplanned maintenance demands continue to be a concern for meeting service levels.

Current AADT is 9,205 vehicles per year.

PCI rating of 60 (Fair) in 2022.

Staff Contact: Troy Dunlop (tdunlop)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
53310 - Materials	Expenses / Expenditure	12,051	0	0	0	0	0	0	0
55290 - Contracted Services	Expenses / Expenditure	2,948,424	250,000	175,000	75,000	0	0	0	0
55330 - Consultant	Expenses / Expenditure	235,645	5,001,650	3,591,650	1,410,000	0	0	0	0
Total		3,196,120	5,251,650	3,766,650	1,485,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Murvale Creek Culvert (B12) Reconstruction**

Type of Project: Bridge

Project Number: **25-34**

Basis for Activity: Asset Renewal

Department: 3100 - Structures

Relationship to Strategic Plan: N/A

Description: ASSET # 63110 (OSIM Structure)

The Murvale Creek Culvert is an OSIM structure located on Road 38 just 0.7km north of Murton Road.

The structure is a 3.66m diameter Structural Plate Corrugated Steel Pipe (SPCSP) that is approximately 30m long .

The navigable structure is located within a Provincially Significant Westland and will be removed and replaced with a new structure with updated roadside barrier systems.

The configuration of the new structure will be confirmed through Detailed Design in consultation with Quinte Conservation and Transport Canada.

Rationale: The reconstruction of the Murvale Creek Culvert has been identified as a priority project for 2025 within the 5 year plan received by Council on May 2, 2023.

The OSIM Structure is believed to have been constructed in the 1980's and last rehabilitated in the 1990's.

The structure was last inspected in 2023 and has a Bridge Condition Index rating of 60.2 (Fair).

It is currently recommended that the structure be completed with the Road 38 reconstruction from Kingston Road to Murton Road.

Staff Contact: Troy Dunlop (tdunlop)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
55290 - Contracted Services	Expenses / Expenditure	501,850	1,400,000	800,000	600,000	0	0	0	0
55330 - Consultant	Expenses / Expenditure	0	56,000	31,000	25,000	0	0	0	0
Total		501,850	1,456,000	831,000	625,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Westport Road**

Type of Project: Arterial Roadway

Project Number: **24-41B**

Basis for Activity: Asset Renewal

Department: 3300 - Hardtop

Relationship to Strategic Plan: N/A

Description: ASSET # 57900 and 58015
 Road Reconstruction - Double Surface Treatment
 Reconstruction of 4.0km section of Westport Road from Garret Road to Devil Lake.
 Construction to include full depth reclamation, placement of granular A materials, 2 major culvert crossings, culvert renewals, guide rail replacements and double surface treatment (chip seal).
 Project will also include roadside drainage improvements.

Rationale: The reconstruction of Westport Road has been identified as a priority road project for 2025 within the 5 year plan received by Council on May 2, 2023.
 Sections of road were last constructed in 2000 and 2008.
 Surface conditions are poor and unplanned maintenance demands continue to be a concern for meeting service levels.
 Current AADT is 371 & 750 vehicles per year.
 PCI rating of 54 and 53 (Poor) in 2022.

Staff Contact: Troy Dunlop (tdunlop)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
50100 - Wages	Expenses / Expenditure	82,057	50,200	50,200	0	0	0	0	0
53310 - Materials	Expenses / Expenditure	328,349	419,000	419,000	0	0	0	0	0
55290 - Contracted Services	Expenses / Expenditure	428,436	943,300	803,800	139,500	0	0	0	0
55330 - Consultant	Expenses / Expenditure	23,853	0	0	0	0	0	0	0
58001 - Internal Equipment	Expenses / Expenditure	67,946	89,500	89,500	0	0	0	0	0
Total		930,640	1,502,000	1,362,500	139,500	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Buck Lake Culvert (OSIM) Design**

Type of Project: Bridge

Project Number: **25-36**

Basis for Activity: Asset Renewal

Department: 3100 - Structures

Relationship to Strategic Plan: N/A

Description: ASSET # 63040 (OSIM Structure)

The Buck Lake Culvert is an OSIM structure located on Perth Road approximately 7.8km north of Opinicon Road at Buck Lake.

The structure is a 3.2m diameter Structural Plate Corrugated Steel Pipe (SPCSP) that is approximately 17.2m long.

The navigable structure is located within the Buck Lake Causeway and will be rehabilitated or replaced with a new structure with updated roadside barrier systems.

Rationale: The reconstruction of the Buck Lake Culvert has been identified as a priority project for replacement in 2027 within the 5 year plan received by Council on May 2, 2023.

The OSIM Structure is believed to have been constructed in 1970.

The structure was last inspected in 2023 and has a Bridge Condition Index rating of 49.35 (Poor).

It is recommended that designs and consultations for this crossing move forward 2 years in advance of project delivery due to the social impacts (lake access), Federal approvals (Fisheries/Transport Canada) and possible detour considerations.

Staff Contact: Troy Dunlop (tdunlop)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
55330 - Consultant	Expenses / Expenditure	0	52,000	35,000	17,000	0	0	0	0
Total		0	52,000	35,000	17,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Rutledge Road Reconstruction**

Type of Project: Arterial Roadway

Project Number: **26-31**

Basis for Activity: Asset Renewal

Department: 3300 - Hardtop

Relationship to Strategic Plan: N/A

Description: Asset # 56520
Project will include the detailed design, permits and reconstruction of approximately 5.8km of Rutledge Road from 2.2km East of Sydenham Road to Perth Road. Construction to include full depth reclamation, placement of granular A, asphalt surface (HCB) replacement, paved shoulders, culvert replacements and guide rail replacements.

Rationale: The reconstruction of Rutledge Road has been identified as a priority road project for 2026 within the 5 year plan endorsed by Council on May 2, 2023.

Current AADT is 2140 vehicles per day. PCI rating for road surface is 60 (Fair) in 2025.

Staff Contact: Troy Dunlop (tdunlop)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
55290 - Contracted Services	Expenses / Expenditure	0	4,410,000	0	4,410,000	0	0	0	0
55330 - Consultant	Expenses / Expenditure	0	140,000	0	140,000	0	0	0	0
Total		0	4,550,000	0	4,550,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Desert Lake Road Reconstruction**

Type of Project: Arterial Roadway

Project Number: **26-32**

Basis for Activity: Asset Renewal

Department: 3300 - Hardtop

Relationship to Strategic Plan: N/A

Description: Asset # 52495
 Project will include the detailed design, permits and reconstruction of approximately 2.95km of Desert Lake Road from Road 38 to 0.15km West of High Falls Road. Construction to include full depth reclamation, placement of Granular A, double surface treatment renewal, fog seal, culvert replacements and guide rail replacements.

Rationale: The reconstruction of Desert Lake Road has been identified as a priority road project for 2026 within the 5 year plan endorsed by Council on May 2, 2023. Current AADT is 953 vehicles per day. PCI rating for road surface is 46 (Poor) in 2025.

Staff Contact: Troy Dunlop (tdunlop)

Project Finances

Description		Actuals		Budget					
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
55290 - Contracted Services	Expenses / Expenditure	0	1,121,000	0	1,121,000	0	0	0	0
55330 - Consultant	Expenses / Expenditure	0	59,000	0	59,000	0	0	0	0
Total		0	1,180,000	0	1,180,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Round Lake Road Reconstruction**

Type of Project: Local Roadway

Project Number: **26-33**

Basis for Activity: Asset Renewal

Department: 3300 - Hardtop

Relationship to Strategic Plan: N/A

Description: Asset # 45520
Project will include detailed design, permits, and reconstruction of approximately 2.0km of Round Lake Road from Latimer Road to Duff Road.
Construction to include full depth reclamation, placement of granular A, double surface treatment renewal, fog seal and culvert replacements.

Rationale: The reconstruction of Round Lake Road was not originally forecasted as a 2026 renewal project, however the surface conditions have deteriorate substantially since 2022 and unplanned maintenance demands are very high (hot/cold patching).
Current AADT is 395 vehicles per day. PCI rating for road surface is 40 (Poor) in 2025.

Staff Contact: Troy Dunlop (tdunlop)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
50100 - Wages	Expenses / Expenditure	0	60,000	0	60,000	0	0	0	0
53310 - Materials	Expenses / Expenditure	0	50,000	0	50,000	0	0	0	0
55290 - Contracted Services	Expenses / Expenditure	0	191,000	0	191,000	0	0	0	0
58001 - Internal Equipment	Expenses / Expenditure	0	61,000	0	61,000	0	0	0	0
Total		0	362,000	0	362,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Keeley Road Reconstruction**

Type of Project: Local Roadway

Project Number: **26-34**

Basis for Activity: Asset Renewal

Department: 3300 - Hardtop

Relationship to Strategic Plan: N/A

Description: Asset # 43375
 Project will include detailed design, permits, and reconstruction of approximately 2.2km of Keeley Road from 0.3km east of Sydenham Road to Park Valley Road. Construction to include full depth reclamation, placement of granular A, double surface treatment renewal, fog seal and culvert replacements.

Rationale: The reconstruction of Keeley Road was not originally forecasted as a 2026 renewal project, however the surface conditions have deteriorated substantially since 2022 and unplanned maintenance demands are very high (hot/cold patching). Current AADT is 725 vehicles per day. PCI rating for road surface is 44 (Poor) in 2025.

Staff Contact: Troy Dunlop (tdunlop)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
50100 - Wages	Expenses / Expenditure	0	57,000	0	57,000	0	0	0	0
53310 - Materials	Expenses / Expenditure	0	56,000	0	56,000	0	0	0	0
55290 - Contracted Services	Expenses / Expenditure	0	158,000	0	158,000	0	0	0	0
58001 - Internal Equipment	Expenses / Expenditure	0	57,000	0	57,000	0	0	0	0
Total		0	328,000	0	328,000	0	0	0	0

Capital Project Detail Sheet

Project Information

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

Type of Project: Local Roadway

Project Number: **26-35**

Basis for Activity: Asset Renewal

Department: 3300 - Hardtop

Relationship to Strategic Plan: N/A

Description: Rehabilitation of over 20 km of surface treated roadways with localized repairs and application of a low class bituminous Single Surface Treatment (chip seal). A priority list has been attached as a project document with additional details on forecasted roadways.

Rationale: The application of a single surface treatment (chip seal) is a key asset management strategy for long term performance of the Township's road network of low class bituminous (LCB) roadways. Single surface treatments can add 5 to 7 years of added service life at a low cost and help manage unplanned maintenance expenses (potholes, cracking, and edge break-up). The commitment to an annual LCB preservation plan is reflected as a 2026 project in the 5 year plan endorsed by Council on May 2, 2023.

Staff Contact: Troy Dunlop (tdunlop)

Project Finances

Description		Actuals		Budget					
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
50100 - Wages	Expenses / Expenditure	0	35,000	0	35,000	0	0	0	0
53310 - Materials	Expenses / Expenditure	0	80,000	0	80,000	0	0	0	0
55290 - Contracted Services	Expenses / Expenditure	0	850,000	0	850,000	0	0	0	0
58001 - Internal Equipment	Expenses / Expenditure	0	35,000	0	35,000	0	0	0	0
Total		0	1,000,000	0	1,000,000	0	0	0	0

SURFACE TREATMENT (LCB) Preservation - 2026 Projects
Public Services Department

Section ID	Street	From Street	To Street	Width (m)	Length (Km)	AADT	PCI
45880	Snider Road	2km South of Arena Boundary Rd	Road 38	6.5	3.0	436	72
46780	York Road	South end	Bellrock Road	6.2	1.3	72	38
41550	Country Woods Drive	South end	Campbell Road	6.0	0.7	75	62
43735	Latimer Road	Davidson Road	1.7km West of Perth Road	6.4	4.0	455	60
43120	Holmes Road	Davidson Road	Latimer Road	6.6	1.4	670	59
43150	Holmes Road	Old Boy Road	Perth Road 10	6.4	1.2	327	66
43345	Johns Way Road	Heska Crescent	Heska Crescent	6.5	0.3	49	68
42790	Heska Crescent	Holmes Road	Holmes Road	6.8	1.3	225	59
42940	Hitchcock Drive	West end	Sunbury Road	6.3	0.9	307	71
44110	Maple Hill Way	South end	Hitchcock Drive	6.5	0.3	49	62
46060	Stone Point Drive	North end	Hitchcock Drive	6.7	1.2	49	81
46570	White Lake Road	Buck Bay Road	1.7km East of Buck Bay Road	6.1	1.7	100	68
45970	Stagecoach Road	Orser Road	Railton Road	6.0	2.9	773	65
42355	Freeman Road	Bedford Road	Sills Bay Road	6.3	0.8	100	79
45820	Sills Bay Road	Botting Road	North End	6.5	1.7	75	72
40495	Botting Road	Bedford Road	Sills Bay Road	6.2	0.8	254	79
45025	Petworth Road	German Road	Bridge	6.2	0.2	538	82
42415	Garrison Court	South end	Petworth Road	5.8	0.5	78	59
45520	Round Lake Road	Moreland Dixon Road	Latimer Road	6.2	0.8	299	66
TOTAL					24.8		

*The above road list is subject to change. Each road section will undergo a final condition review in the spring of 2026.

Capital Project Detail Sheet

Project Information

Project Name: **Pre-Engineering Roads 2027**

Type of Project: Local Roadway

Project Number: **26-36**

Basis for Activity: Asset Renewal

Department: 3300 - Hardtop

Relationship to Strategic Plan: N/A

Description: Pre-engineering work in support of future road reconstruction that includes: topographic surveys, geotechnical investigations, culvert permits and other associated works. Candidate road projects for 2027 to be determined by Township Council as part of the review of updates to the 5 year capital forecast for roadways.

Rationale: The design process for road reconstruction projects requires a 1 to 2 year timeframe to address pre-engineering activities, topographic surveys, stakeholder engagement, drainage permits, utility relocation and property acquisition (where necessary). The pre-engineering for 2027 roadwork has been identified as a defined 2026 project within the 5 year plan endorsed by Council on May 2, 2023.

Staff Contact: Troy Dunlop (tdunlop)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
55330 - Consultant	Expenses / Expenditure	0	85,000	0	85,000	0	0	0	0
Total		0	85,000	0	85,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Gravel Road Reconstruction Program 2026**

Type of Project: Local Roadway

Project Number: **26-37**

Basis for Activity: Asset Renewal

Department: 3000 - Overhead

Relationship to Strategic Plan: N/A

Description: Asset # 41080 and 41095 Canoe Lake Road (James Wilson Road to 3km South of Westport Road) Reconstruction to include extensive rock ditching, rock cut removals (roadside hazards) localized widenings (hills/corners) and placement of new gravel wear surface (100mm) granular M. These two sections of Canoe Lake Road comprise a total length of 5.5km and represent the only gravel sections remaining between Desert Lake Road and Westport Road. AADT 137 vehicles per day.

Rationale: The development of dedicated capital towards gravel road improvements is one of the key findings of the 2022 Road Needs Study. Investments in drainage improvements will improve road performance, customer service levels and reduce unplanned maintenance costs over time.

Staff Contact: Troy Dunlop (tdunlop)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
50100 - Wages	Expenses / Expenditure	0	29,000	0	29,000	0	0	0	0
53310 - Materials	Expenses / Expenditure	0	134,000	0	134,000	0	0	0	0
55290 - Contracted Services	Expenses / Expenditure	0	112,000	0	112,000	0	0	0	0
58001 - Internal Equipment	Expenses / Expenditure	0	65,000	0	65,000	0	0	0	0
Total		0	340,000	0	340,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Arterial Road Culvert Replacement Program 2026**

Type of Project: Arterial Roadway

Project Number: **26-40**

Basis for Activity: Asset Renewal

Department: 3300 - Hardtop

Relationship to Strategic Plan: N/A

Description: The arterial road culvert replacement program targets the renewal of cross culvert assets on the Township's major roadways that bear a poor or very poor condition rating. The program was initially created in 2025 and has been developed as part of the continued investments supporting the recommendations and findings from investments in Asset Management Planning.

Rationale: Public Services launched a cross culvert assessment program using internal technical staff in the spring of 2024. Records indicate that there had not been a similar inspection program since 2018. Data collected on arterial culverts in 2024 indicated that 1 in 3 culverts inventoried was poor or very poor condition. The program targets the replacement of approximately 10 crossings per year. This years focus will include continued work on Perth Road (Buck Lake heading South).

Staff Contact: Troy Dunlop (tdunlop)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
50100 - Wages	Expenses / Expenditure	0	0	0	0	0	0	0	0
53310 - Materials	Expenses / Expenditure	0	0	0	0	0	0	0	0
55290 - Contracted Services	Expenses / Expenditure	0	50,000	0	50,000	0	0	0	0
58001 - Internal Equipment	Expenses / Expenditure	0	0	0	0	0	0	0	0
Total		0	50,000	0	50,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Water Tower Rehabilitation - Design and Tender**

Type of Project: Water Main

Project Number: **26-66**

Basis for Activity: Asset Renewal

Department: 4000 - Water Treatment

Relationship to Strategic Plan: N/A

Description: Initial phase of project will include the advancement of site investigations, condition reports and preparation of tender specifications for rehabilitation work. The planned rehabilitation work on tower accessories would advance in the winter of 2026/2027 and the interior surface/exterior surface coating repairs would follow in 2027.

Rationale: On July 15th, 2025, Township Council endorsed an application for infrastructure funding under the Municipal Housing Infrastructure Program - Health and Safety Water Stream (HSWS). An application for a multi year project was endorsed which is consistent with the priorities identified in the Asset Management Plan and Long Term Forecast by Utilities Kingston for the water tower. We have recently been advised that we were unsuccessful with the grant.

Staff Contact: Troy Dunlop (tdunlop)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
55290 - Contracted Services	Expenses / Expenditure	0	43,250	0	43,250	0	0	0	0
55330 - Consultant	Expenses / Expenditure	0	262,250	0	21,250	241,000	0	0	0
Total		0	305,500	0	64,500	241,000	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Sydenham Water Treatment Plant - GAC Renewal**

Type of Project: Water Main

Project Number: **26-67**

Basis for Activity: Asset Renewal

Department: 4000 - Water Treatment

Relationship to Strategic Plan: N/A

Description: The Sydenham drinking water treatment process utilizes two granular activated carbon (GAC) contactors to treat water for taste and odour control. The GAC contactors more specifically aid in the removal of dissolved organics which react with chlorine to produce chlorination byproducts. The GAC media at the water treatment plant currently requires replacement.

Rationale: The granular activated carbon materials at the water plant was last sampled and tested in the fall of October 2024. Lab sample results on the testing of the media indicated the materials would be due for replacement in 2026.

Staff Contact: Troy Dunlop (tdunlop)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
55290 - Contracted Services	Expenses / Expenditure	0	12,000	0	12,000	0	0	0	0
Total		0	12,000	0	12,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Sydenham Water - Enterprise Asset Management System**

Type of Project: Water Main

Project Number: **26-68**

Basis for Activity: Service Level Change

Department: 4000 - Water Treatment

Relationship to Strategic Plan: N/A

Description: New Enterprise Asset Management System - Drinking Water Assets - Utilities Kingston. New system will support all aspects of management, operations, preventative maintenance, work orders systems, and water asset records in both Kingston and South Frontenac.

Rationale: Utilities Kingston is advancing with the roll-out of an Enterprise Asset Management System that will manage all records relating to the operation, preventative maintenance and replacement of drinking water assets in the City of Kingston. This EAM model and associated software support will ultimately drive the day to day operations and records management for all UK field personnel and UK plans to integrate Sydenham Water operations in order to harmonize records management. The initial set up for the Sydenham System will be high in the initial year. Operating costs for operating costs will be approximately \$1,400 per year going forward adjusted for inflation.

Staff Contact: Troy Dunlop (tdunlop)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
55290 - Contracted Services	Expenses / Expenditure	0	9,500	0	9,500	0	0	0	0
Total		0	9,500	0	9,500	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Green Bay WDS - Slope Stability Review**

Type of Project: Facilities

Project Number: **26-71**

Basis for Activity: Other

Department: 3000 - Overhead

Relationship to Strategic Plan: N/A

Description: The Closure Plan development for the Green Bay landfill (Burns Road) has identified that the south slope of the landfill may require a Slope Stability Review pending further discussions with the Ministry of Environment, Conservation and Parks.

Rationale: On August 13th, 2024, Township Council directed staff to advance a closure plan for the Green Bay Waste Disposal Site. Cambium and the Township have been working on the closure plan details throughout 2025. The south slope of the waste mound at the Green Bay WDS currently has a steep embankment that extends to an existing watercourse. This side slope at the landfill is unlikely to meet the required 4H:1V slope typically required as part of the end state for closure. Cambium has flagged that a slope stability study may be requested by the MECP and has advised that it should be included in the budget for 2026 as a contingency item.

Staff Contact: Troy Dunlop (tdunlop)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
55330 - Consultant	Expenses / Expenditure	0	10,000	0	10,000	0	0	0	0
Total		0	10,000	0	10,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Bedford Garage Site Works**

Type of Project: Facilities

Project Number: **25-52**

Basis for Activity: Asset Renewal

Department: 1200 - Administrative Facilities

Relationship to Strategic Plan: Priority #1 - Sustainable Long-Term Prosperity

Description: Multi-year site works project for the Bedford Garage.

Scope includes the installation of a water service and parking lot drainage work in 2025 and planning for asphalt paving in 2026.

Rationale: The site is currently supplied water from the Glendower Hall and required a dedicated water source for that property.

The site is low and requires drainage improvements in advance of a new paved parking lot proposed for 2026.

The storm water drainage work will be done in conjunction with the installation of a new oil & grit separator (previously approved project 24-52).

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
50100 - Wages	Expenses / Expenditure	0	6,800	6,800	0	0	0	0	0
53310 - Materials	Expenses / Expenditure	0	10,000	10,000	0	0	0	0	0
55290 - Contracted Services	Expenses / Expenditure	0	128,000	33,000	95,000	0	0	0	0
55330 - Consultant	Expenses / Expenditure	0	5,000	5,000	0	0	0	0	0
58001 - Internal Equipment	Expenses / Expenditure	0	9,300	9,300	0	0	0	0	0
Total		0	159,100	64,100	95,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Portland Garage Water Well**

Type of Project: Facilities

Project Number: **26-51**

Basis for Activity: Asset Renewal

Department: 3000 - Overhead

Relationship to Strategic Plan: Priority #1 - Sustainable Long-Term Prosperity

Description: The old well was decommissioned, thus water to the Portland Garage is supplied by the well at the OPP station.

Rationale: There are numerous occasions when water is limited or not available.

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
55290 - Contracted Services	Expenses / Expenditure	0	25,000	0	25,000	0	0	0	0
Total		0	25,000	0	25,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Bedford Garage Heating System Replacement**

Type of Project: Facilities

Project Number: **26-52**

Basis for Activity: Asset Renewal

Department: 3000 - Overhead

Relationship to Strategic Plan: Priority #1 - Sustainable Long-Term Prosperity

Description: Replacement of 6 of the heating units with tube style radiant heaters.

Rationale: Three "red-tagged" units pose immediate safety risks, making the continued use of old, failing units an unacceptable option. Replacing the entire system will be more cost-effective in the long run than ongoing repairs, especially since the failing units are causing high operating costs.

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
55290 - Contracted Services	Expenses / Expenditure	0	55,000	0	55,000	0	0	0	0
Total		0	55,000	0	55,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Portland Garage Overhead Hoist**

Type of Project: Equipment

Project Number: **26-53**

Basis for Activity: Asset Renewal

Department: 3000 - Overhead

Relationship to Strategic Plan: Priority #1 - Sustainable Long-Term Prosperity

Description: Replacement of Garage Overhead Hoist

Rationale: The current overhead hoist is no longer suitable for use and is rated as 'Very Poor' in the FCA

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
55290 - Contracted Services	Expenses / Expenditure	0	0	0	0	0	0	0	0
80105 - Fleet	Expenses / Expenditure	0	6,000	0	6,000	0	0	0	0
Total		0	6,000	0	6,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Facility & Parks Flagpoles**

Type of Project: Equipment

Project Number: **26-55**

Basis for Activity: Other

Department: 3000 - Overhead

Relationship to Strategic Plan: Priority #2 - Municipal Service Excellence

Description: Installation of new flag poles at facilities & parks.

Rationale: The ones at Gerald Ball park present a risk to Staff when changing flags.

The following stations do not currently have flag poles: Station #1, #2, #5.

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
53310 - Materials	Expenses / Expenditure	0	14,000	0	14,000	0	0	0	0
55290 - Contracted Services	Expenses / Expenditure	0	6,000	0	6,000	0	0	0	0
Total		0	20,000	0	20,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Station 1 – Siteworks**

Type of Project: Facilities

Project Number: **26-62**

Basis for Activity: Asset Renewal

Department: 2100 - Fire

Relationship to Strategic Plan: Priority #2 - Municipal Service Excellence

Description: Add additional exterior lighting off building to illuminate parking area.

Tree removal

Parking lot prep & asphalt paving

Rationale: Addressing items identified in the Joint Health and Safety Committee inspections and improving the exterior of the site.

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
55290 - Contracted Services	Expenses / Expenditure	0	48,000	0	48,000	0	0	0	0
Total		0	48,000	0	48,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Station 2 – Backup Generator**

Type of Project: Facilities

Project Number: **26-63**

Basis for Activity: Service Level Change

Department: 2100 - Fire

Relationship to Strategic Plan: Priority #2 - Municipal Service Excellence

Description: Installation of a 200amp backup Generac

Rationale: Emergency power back-up as this location has a communication tower that provides 50% of communication coverage for Township.

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
55290 - Contracted Services	Expenses / Expenditure	0	25,000	0	25,000	0	0	0	0
Total		0	25,000	0	25,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Station 3 - HVAC and Interior Repairs**

Type of Project: Facilities

Project Number: **26-64**

Basis for Activity: Asset Renewal

Department: 2100 - Fire

Relationship to Strategic Plan: Priority #1 - Sustainable Long-Term Prosperity

Description: Repair floor drain grates
Repair women's washroom ceiling
Replace Furnace and convert from Oil to Propane (rated very poor in FCA).

Rationale: Facility and HVAC system rated very poor in FCA. Addressing items identified in JHSC inspections.

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
55290 - Contracted Services	Expenses / Expenditure	0	25,000	0	25,000	0	0	0	0
Total		0	25,000	0	25,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Station 4 – Exterior lighting**

Type of Project: Facilities

Project Number: **26-65**

Basis for Activity: Asset Renewal

Department: 2100 - Fire

Relationship to Strategic Plan: Priority #1 - Sustainable Long-Term Prosperity

Description: Add additional exterior lighting off building to illuminate parking area.

Rationale: Addressing a H&S item identified in Joint Health and Safety Committee inspection.

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
55290 - Contracted Services	Expenses / Expenditure	0	6,000	0	6,000	0	0	0	0
Total		0	6,000	0	6,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Station 7 – HVAC and Siteworks**

Type of Project: Facilities

Project Number: **26-86**

Basis for Activity: Asset Renewal

Department: 2100 - Fire

Relationship to Strategic Plan: Priority #1 - Sustainable Long-Term Prosperity

Description: Replace Furnace and convert from Oil to Propane (rated very poor in FCA).
 Replace Air Conditioning unit (rated very poor in FCA)
 Interior renovations (Install a door between training area and bay floor)
 Upgrading interior lighting to LED (rated very poor in FCA)

Rationale: Facility rated very poor in FCA.

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
55290 - Contracted Services	Expenses / Expenditure	0	30,200	0	30,200	0	0	0	0
Total		0	30,200	0	30,200	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Centennial Park New Accessible Washrooms Design and Build**

Type of Project: Facilities

Project Number: **24-56**

Basis for Activity: Growth Related

Department: 8000 - Parks & Recreation

Relationship to Strategic Plan: Priority #1 - Sustainable Long-Term Prosperity

Description: New Centennial Park Accessible Washroom and Park Building.

Rationale: Additional washrooms are required at Centennial Park as it is becoming the most frequented park in SFT and a destination location for many events.

AODA compliant Washroom closer to Grand Pavilion.

The use of the washrooms would be from attendees at the Pavilion and Soccer Fields where we are currently renting portable toilets.

50% funded through CSRIF grant.

New washroom building would be separate from the existing building to increase the amount of washrooms and provide another location in the park.

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
80110 - Building-New	Expenses / Expenditure	5,088	730,000	180,000	550,000	0	0	0	0
Total		5,088	730,000	180,000	550,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Centennial Park Accesible/Inclusive Playstructures**

Type of Project: Equipment

Project Number: **26-79**

Basis for Activity: Service Level Change

Department: 8000 - Parks & Recreation

Relationship to Strategic Plan: Priority #3 - People and Partnerships

Description: Addition of Accessible & Inclusive Play structures.
50% funded through CSRIF grant.

Rationale: To meet the needs of our Community and have a destination Accessible/Inclusive Playground.

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
55290 - Contracted Services	Expenses / Expenditure	0	0	0	0	0	0	0	0
80300 - Land Improvements	Expenses / Expenditure	0	100,000	0	100,000	0	0	0	0
Total		0	100,000	0	100,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Sydenham Point Canteen Renovation**

Type of Project: Facilities

Project Number: **26-54**

Basis for Activity: Asset Renewal

Department: 8000 - Parks & Recreation

Relationship to Strategic Plan: Priority #1 - Sustainable Long-Term Prosperity

Description: Sydenham Point Canteen Renovation.

Rationale: Current canteen is rated as 'Very Poor' in the FCA. We are seeing and increase in demand for use of the canteen. It requires replacement of fixtures and overall refresh.

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
55290 - Contracted Services	Expenses / Expenditure	0	0	0	0	0	0	0	0
80115 - Building-Renovations	Expenses / Expenditure	0	40,000	0	40,000	0	0	0	0
Total		0	40,000	0	40,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Playground Rehabilitation**

Type of Project: Park

Project Number: **26-59**

Basis for Activity: Asset Renewal

Department: 8000 - Parks & Recreation

Relationship to Strategic Plan: Priority #2 - Municipal Service Excellence

Description: Replace playground boarders and wood chips at Inverary playground.

Rationale: Inverary Boarder needs to be replaced as it is a hazard with rotting wood and exposed nails.

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
53310 - Materials	Expenses / Expenditure	0	5,500	0	5,500	0	0	0	0
Total		0	5,500	0	5,500	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Bellrock Mill Fencing & Site Work**

Type of Project: Park

Project Number: **26-76**

Basis for Activity: Other

Department: 8000 - Parks & Recreation

Relationship to Strategic Plan: Priority #3 - People and Partnerships

Description: Siteworks to clean up site to leave it in a safe and maintainable condition. Project to include perimeter fencing to secure the site.

Rationale: Looking to bring the site to a state where the construction fencing can be removed and the site maintained with minimal effort.

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
55290 - Contracted Services	Expenses / Expenditure	0	45,000	0	45,000	0	0	0	0
80300 - Land Improvements	Expenses / Expenditure	0	10,000	0	10,000	0	0	0	0
Total		0	55,000	0	55,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Sydenham Point Beach Rehabilitation**

Type of Project: Park

Project Number: **26-77**

Basis for Activity: Asset Renewal

Department: 8000 - Parks & Recreation

Relationship to Strategic Plan: Priority #2 - Municipal Service Excellence

Description: Adding a tiered level at the Sydenham Point Beach beach deep side and borders around sand cells

Rationale: With the current slope all the peastone migrates down to the water exposing the ground cloth. It requires constant maintenance. It also creates an unusable area by visitors. By creating a tiered area it would reduce the loss of peastone, create a useable seating area while reducing risk. Sand cells need borders to reduce sand migration,

Staff Contact: Tim Laprade (tlaprade)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
55290 - Contracted Services	Expenses / Expenditure	0	25,000	0	25,000	0	0	0	0
Total		0	25,000	0	25,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **SUV replacement**

Type of Project: Equipment

Project Number: **26-27**

Basis for Activity: Asset Renewal

Department: 3000 - Overhead

Relationship to Strategic Plan: Priority #1 - Sustainable Long-Term Prosperity

Description: Development Services SUV replacement for unit 17-39 (asset 32606), year 2017.

Rationale: Asset renewal in accordance with 9 year life cycle replacement schedule in LRFP.

Staff Contact: Brian Kirk (bkirk)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
80105 - Fleet	Expenses / Expenditure	0	51,000	0	51,000	0	0	0	0
Total		0	51,000	0	51,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **CityView Portal**

Type of Project: Software & Support

Project Number: **26-81**

Basis for Activity: Service Level Change

Department: 9000 - Planning

Relationship to Strategic Plan: Priority #2 - Municipal Service Excellence

Description: A capital project to implement digital submissions of building permits through the CityView portal online system. This allows for online submission and payment of building permit applications.

Rationale: Implementing this tool would eliminate email submissions of building permits and provide a streamlined approval process for submissions and payments. It would reduce staff time following up with applicants on incomplete building permit applications. Applicants would still be able to submit building permit applications in person.

Staff Contact: Brad Wright (bwright)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
55290 - Contracted Services	Expenses / Expenditure	0	50,000	0	50,000	0	0	0	0
Total		0	50,000	0	50,000	0	0	0	0

Capital Project Detail Sheet

Project Information

Project Name: **Digitization of Building Permit Records**

Type of Project: Other

Project Number: **26-82**

Basis for Activity: Other

Department: 2605 - Building

Relationship to Strategic Plan: Priority #2 - Municipal Service Excellence

Description: This project proposes the digitization of all historic building permit files (files older than five years) to improve operational efficiency, reduce the need for physical storage space, and provide easy, digital access for staff to all historic building files complete with all contents. Permit Building files 2022-2026 will be kept in office. This will be funded through the Building Reserve Fund as it directly deals with Building Services Operations.

Rationale: Substantial efficiencies and cost savings will be created through the digitization of records. Digitize all building permit files, excluding the most recent five years, provide easy access to documentation in a consistent format and will provide efficiency in staff time to have access to files through digitization

Staff Contact: Rebecca Roy (rroy)

Project Finances

Description		Actuals	Budget						
		Expensed to Current Year	Total Project	Prior Approved	2026	2027	2028	2029	2030
55290 - Contracted Services	Expenses / Expenditure	0	55,000	0	55,000	0	0	0	0
Total		0	55,000	0	55,000	0	0	0	0

Township of South Frontenac Staff Report



To: Council

From: Office of the Chief Administrative Officer

Date of Meeting: December 9, 2025

Subject: Verona Housing Update

Report Number: 2025-170

Summary

The purpose of this report is to provide an update on the Verona Housing project.

Recommendation

This Report is for information purposes.

Background

This report provides a further update from report 2025-128 on the September 2nd, 2025 agenda under item [13b](#).

Discussion/Analysis

Since the September report, the following items are provided as updates:

- 1) 2B Developments remains the Project manager overseeing all aspects (grants, studies, and all other aspects of residential construction) of the project except for the MCEA where they are working alongside Township staff. They also continue to monitor the housing market and have updated our financial modelling based on various factors including the creation of a new federal agency, Build Canada Homes. Despite the various changes, the financial modelling remains in a very good position.
- 2) JL Richards is continuing their work the phase 3 component of the MCEA.
- 3) Cambium has finalized their Environmental Impact Study.
- 4) Completion of Environmental Site Study (ESA).
- 5) RAW architects have provided updated renderings on both the apartments blocks and townhomes, provided as attachment A, a draft landscape plan as provided under attachment B and are working towards completion of 33% drawings and more detailed site plans.
- 6) Finalizing the zoning bylaw amendment application to be submitted by end of year.
- 7) Finalization of OPHI/COCHI grants through the City of Kingston by end of the year.
- 8) updated project proforma + 2026/2027 budget forecast.

Looking ahead to 2026, next steps include:

- 1) Finalization of HEWSF funding agreement

www.southfrontenac.net

South Frontenac is a welcoming and thriving rural community.

- 2) Confirmation of CMHC innovation and CHIF grants status
- 3) Public meeting on zoning bylaw amendment
- 4) Finalization of phase 3 of MCEA for the servicing of water/wastewater and next steps to begin Source Water requirements on the project.
- 5) Progression of drawings to tender documents
- 6) Discussion ownership options for the project including a Municipal Service Corporation.
- 7) Develop an approval process for tenants interested in applying and becoming renters.
- 8) Applying for financing through the new Build Canada Homes program (separate report attached 2025-171).
- 9) Application for building permit and beginning of construction.

In January 2026, staff will be creating a dedicated page for the Verona Housing component with a continued dedicated page for the servicing of the project. Both pages will be under Engage Frontenac. Once the additional page is create, we will advise the public through our social media channels, website and banner ad.

These pages will be updated regularly as new information becomes available. Further significant updates will also be provided through our social media channels.

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: Community

Climate Considerations

Not applicable to this report.

Notice/Consultation

Lindsay Blair, Executive Director 2B Developments

Attachments

Attachment A – Renderings November 2025

Approvals

Approved By:



Louise Fragnito, CPA CGA, Chief Administrative Officer





A12

A10

A9

A8

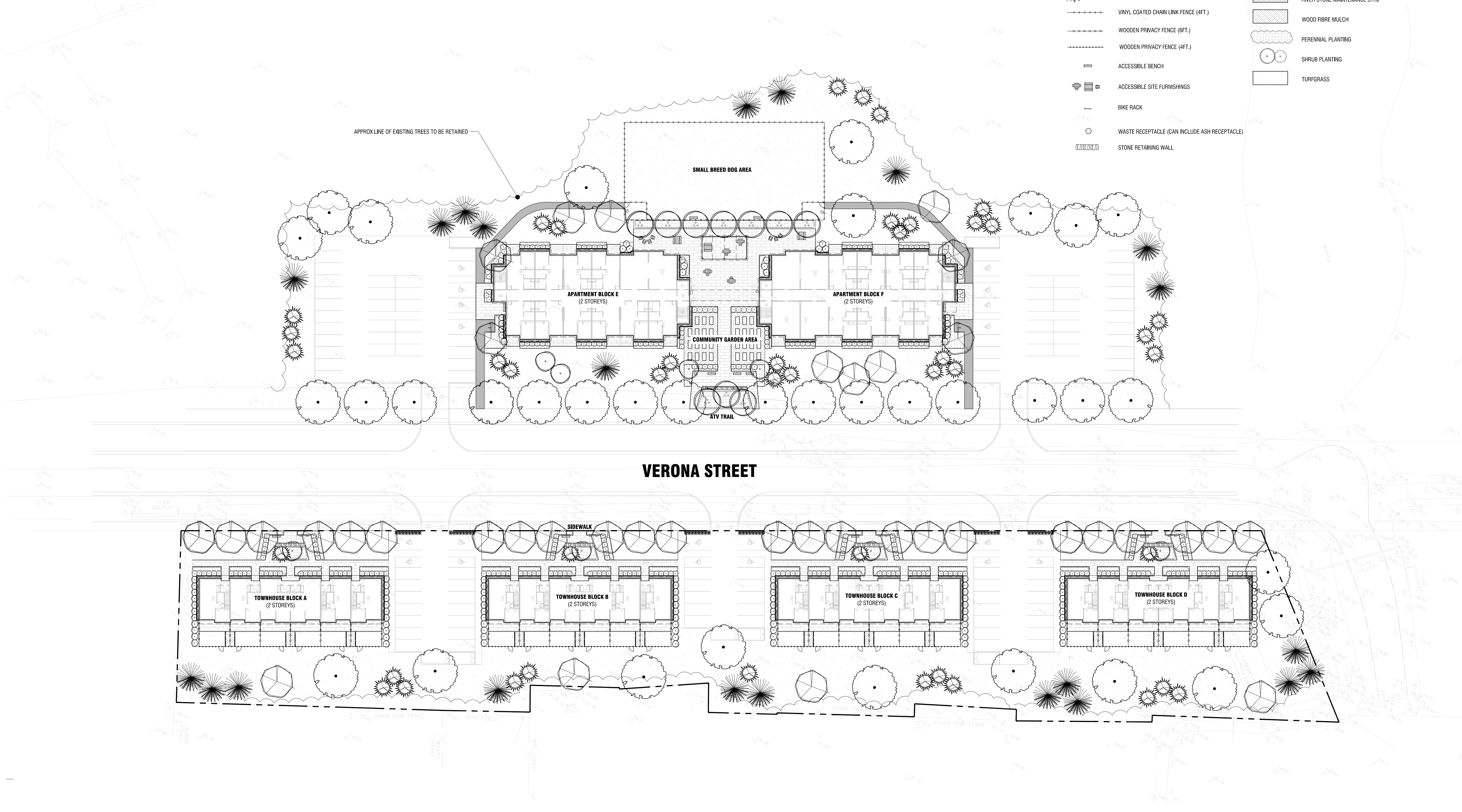
A5

A4





- SYMBOLS LEGEND:**
- PROPOSED DECIDUOUS TREES
 - PROPOSED CONIFEROUS TREES
 - VINYL COATED CHAIN LINK FENCE (4FT.)
 - WOODEN PRIVACY FENCE (6FT.)
 - WOODEN PRIVACY FENCE (4FT.)
 - ACCESSIBLE BENCH
 - ACCESSIBLE SITE FURNISHINGS
 - BIKE RACK
 - WASTE RECEPTACLE (CAN INCLUDE ASH RECEPTACLE)
 - STONE RETAINING WALL
 - PRECAST CONCRETE PAVERS
 - CAST IN PLACE CONCRETE
 - RIVER STONE MAINTENANCE STRIP
 - WOOD FIBRE MULCH
 - PERENNIAL PLANTING
 - SHRUB PLANTING
 - TURFGRASS



THIS DRAWING IS THE PROPERTY OF THE ARCHITECT AND MAY NOT BE REPRODUCED OR USED WITHOUT THE EXPRESS CONSENT OF THE ARCHITECT. THE CONTRACTOR IS RESPONSIBLE FOR CHECKING AND VERIFYING ALL LEVELS AND DIMENSIONS AND SHALL REPORT ALL DISCREPANCIES TO THE ARCHITECT AND OBTAIN CLARIFICATION PRIOR TO COMMENCING WORK. DRAWING IS IN METRIC UNITS UNLESS OTHERWISE INDICATED. IT IS FOR CONVENIENCE ONLY. IF A ROUNDING DISCREPANCY EXISTS, THE METRIC MEASUREMENT SHALL GOVERN.

ISSUE RECORD

NO.	DATE	DESCRIPTION

REVISION RECORD

NO.	DATE	DESCRIPTION

NORTH

FOTENN Planning + Design
 The Wooler Mill - 4 Colborne St, Suite 315
 Toronto, ON, CANADA M5V 1P9
 416.599.9729
 WWW.RAWDESIGN.CA

405-317 ADELAIDE STREET WEST
 TORONTO CANADA M5V 1P9
 +1 416 599 9729
 WWW.RAWDESIGN.CA

24070

VERONA ST, SOUTH FRONTENAC, ON

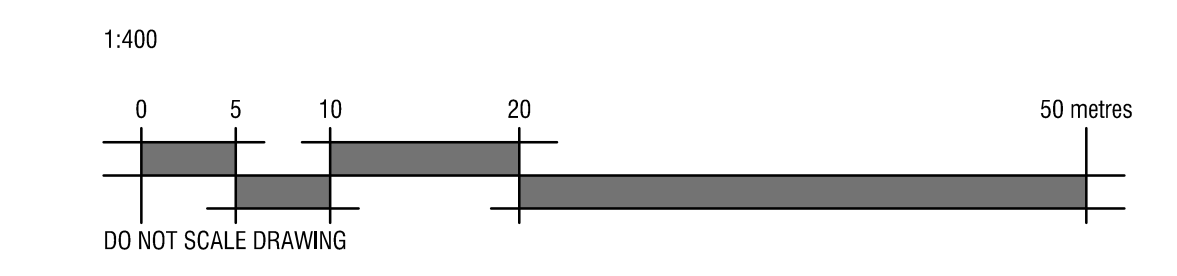
VERONA HOUSING

2B DEVELOPMENTS

LANDSCAPE CONCEPT SITE PLAN

SCALE: As indicated

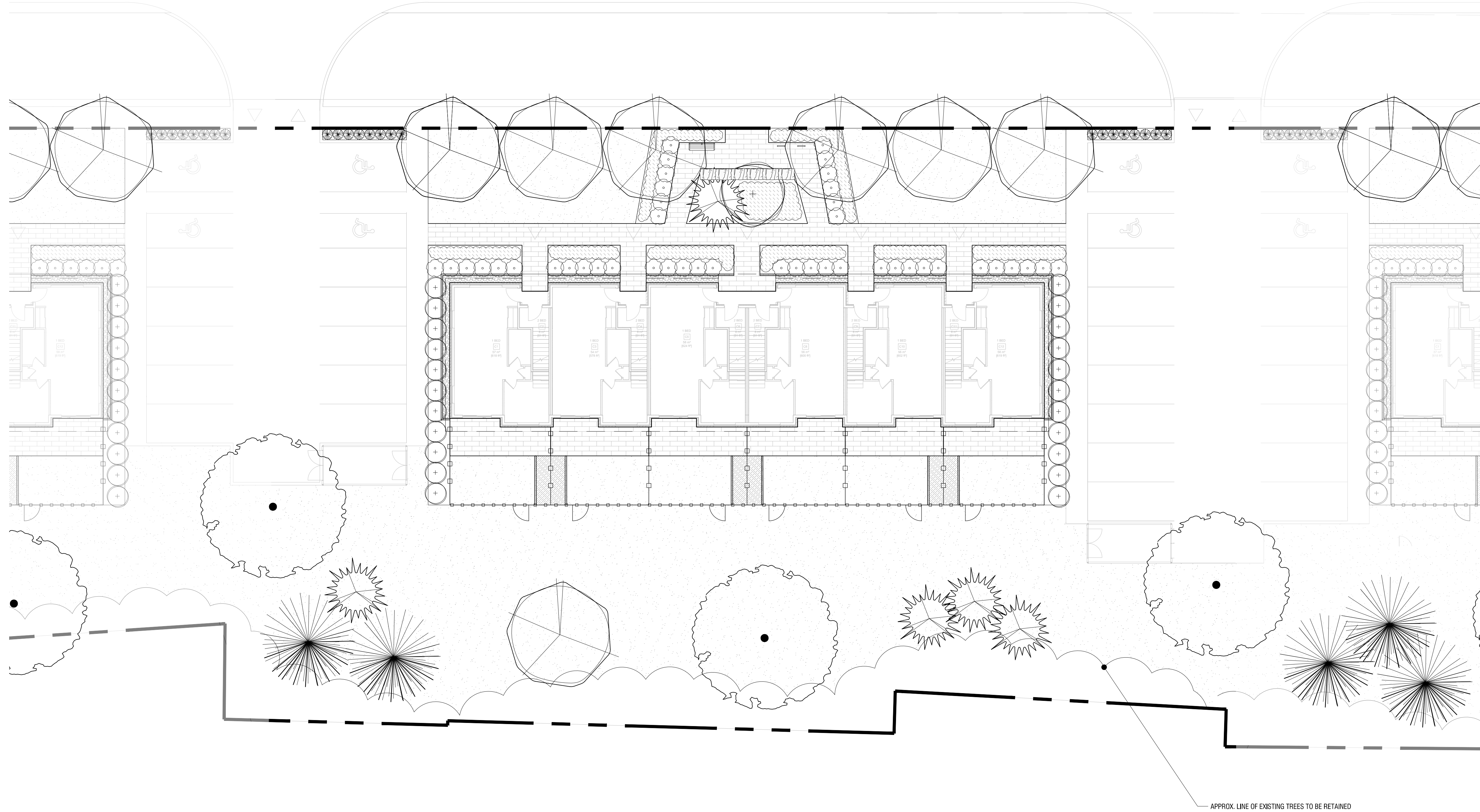
1 PARCELS A & B LANDSCAPE CONCEPT
L1 1:400




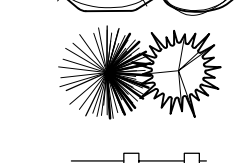
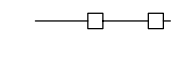


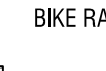
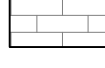
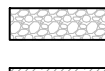

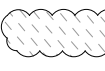
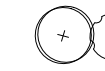
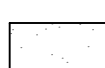
NOT FOR CONSTRUCTION

VERONA STREET

VERONA STREET



SYMBOLS LEGEND:

-  PROPOSED DECIDUOUS TREES
-  PROPOSED CONIFEROUS TREES
-  WOODEN PRIVACY FENCE (6FT.)
-  WOODEN PRIVACY FENCE (4FT.)
-  ACCESSIBLE BENCH
-  BIKE RACK
-  PRECAST CONCRETE PAVERS
-  RIVER STONE MAINTENANCE STRIP
-  MULCH GARDEN BENDS
-  PERENNIAL PLANTING
-  SHRUB PLANTING
-  TURFGRASS

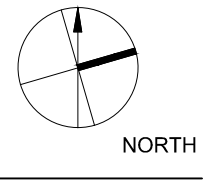
THIS DRAWING IS THE PROPERTY OF THE ARCHITECT AND MAY NOT BE REPRODUCED OR USED WITHOUT THE EXPRESS CONSENT OF THE ARCHITECT. THE CONTRACTOR IS RESPONSIBLE FOR CHECKING AND VERIFYING ALL LEVELS AND DIMENSIONS AND SHALL REPORT ALL DISCREPANCIES TO THE ARCHITECT AND OBTAIN CLARIFICATION PRIOR TO COMMENCING WORK. DRAWING IS IN METRIC UNITS UNLESS OTHERWISE INDICATED. IF A ROUNDING DISCREPANCY EXISTS, THE METRIC MEASUREMENT SHALL GOVERN.

ISSUE RECORD

NO.	DESCRIPTION	DATE

REVISION RECORD

NO.	DESCRIPTION	DATE



FOTENN Planning + Design
 The Wooler Mill - 4 Collingwood St, Suite 315
 Toronto, ON, Canada M5V 1P9
 416.599.9729
 www.rawdesign.ca

405-317 ADELAIDE STREET WEST
 TORONTO CANADA M5V 1P9
 +1 416 599 9729
 WWW.RAWDESIGN.CA

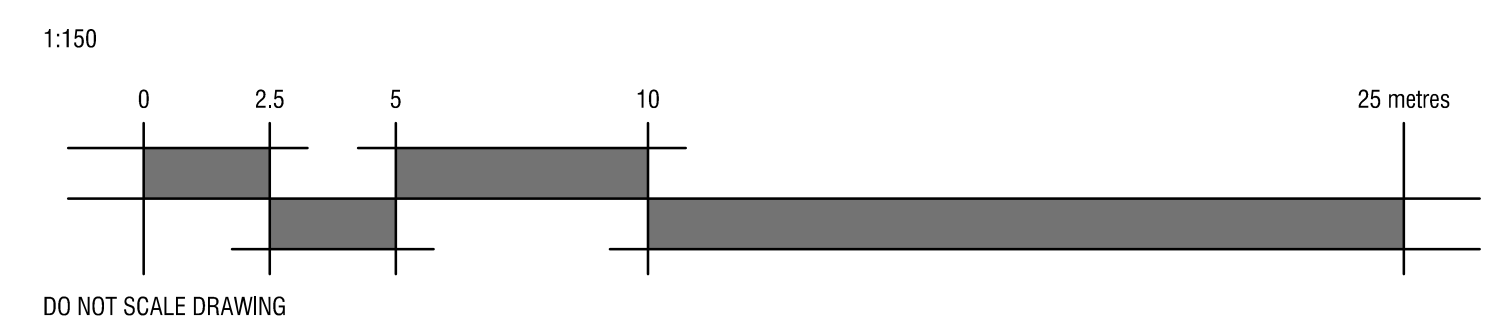
24070
 VERONA ST, SOUTH FRONTENAC, ON

VERONA HOUSING
 2B DEVELOPMENTS
 LANDSCAPE PLAN
 TYP. TOWNHOUSE BLOCK

SCALE: As indicated

L2

1 TYPICAL LANDSCAPE CONCEPT FOR TOWNHOUSE BLOCKS
L2 1:150

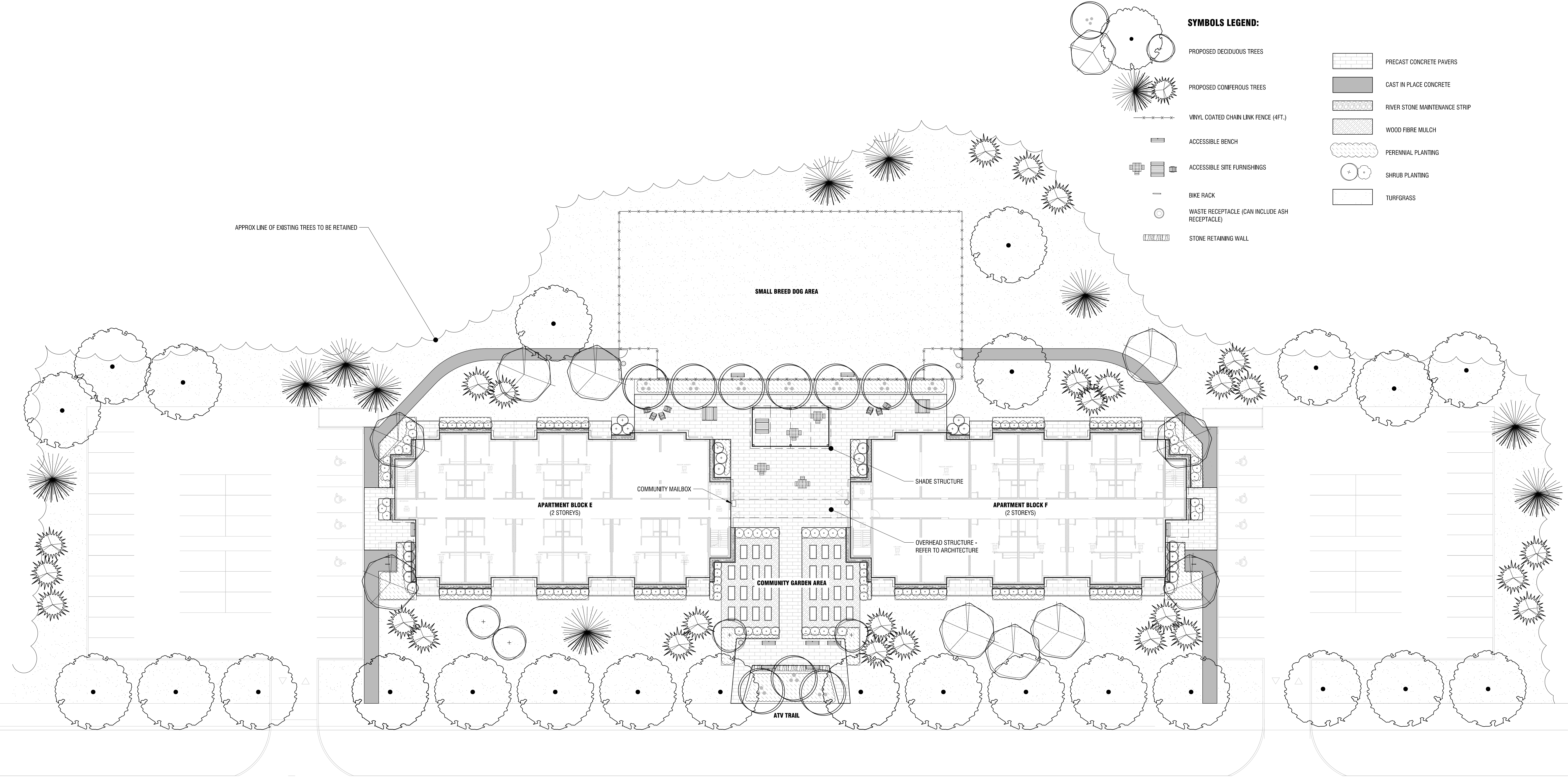


NOT FOR CONSTRUCTION

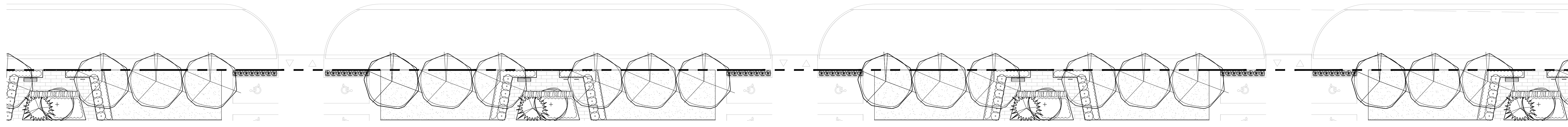
- SYMBOLS LEGEND:**
- PROPOSED DECIDUOUS TREES
 - PROPOSED CONIFEROUS TREES
 - VINYL COATED CHAIN LINK FENCE (4FT.)
 - ACCESSIBLE BENCH
 - ACCESSIBLE SITE FURNISHINGS
 - BIKE RACK
 - WASTE RECEPTACLE (CAN INCLUDE ASH RECEPTACLE)
 - STONE RETAINING WALL

- PRECAST CONCRETE PAVERS
- CAST IN PLACE CONCRETE
- RIVER STONE MAINTENANCE STRIP
- WOOD FIBRE MULCH
- PERENNIAL PLANTING
- SHRUB PLANTING
- TURFGRASS

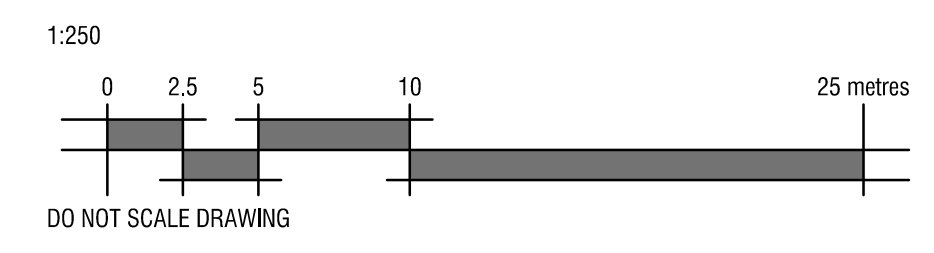
APPROX LINE OF EXISTING TREES TO BE RETAINED



VERONA STREET



1 PARCEL B (APARTMENT BLOCK) LANDSCAPE CONCEPT
L3 1:250

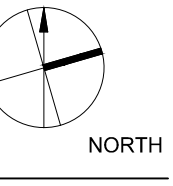


NOT FOR CONSTRUCTION

THIS DRAWING IS THE PROPERTY OF THE ARCHITECT AND MAY NOT BE REPRODUCED OR USED WITHOUT THE EXPRESS CONSENT OF THE ARCHITECT. THE CONTRACTOR IS RESPONSIBLE FOR CHECKING AND VERIFYING ALL LEVELS AND DIMENSIONS AND SHALL REPORT ALL DISCREPANCIES TO THE ARCHITECT AND OBTAIN CLARIFICATION PRIOR TO COMMENCING WORK. DRAWING IS IN METRIC UNITS UNLESS OTHERWISE INDICATED. IF A ROUNDING DISCREPANCY EXISTS, THE METRIC MEASUREMENT SHALL GOVERN.

ISSUE RECORD

REVISION RECORD



FOTENN Planning + Design
 The Wooler Mill - 4 Collingwood St, Suite 315
 Toronto, ON, CANADA M5V 1P9
 416.599.9729
 www.rawdesign.ca

405-317 ADELAIDE STREET WEST
 TORONTO CANADA M5V 1P9
 +1 416 599 9729
 WWW.RAWDESIGN.CA

24070
 VERONA ST, SOUTH FRONTENAC, ON

VERONA HOUSING
 2B DEVELOPMENTS
 LANDSCAPE PLAN
 PARCEL B

SCALE: As indicated

L3

Township of South Frontenac

Staff Report



To: Council

From: Director, Development Services

Date of Meeting: December 9, 2025

Subject: Bill 60 - *Fighting Delays, Building Faster Act*

Report Number: 2025-167

Summary

This report provides a summary of Bill 60, Fighting Delays, Building Faster Act, 2025. Bill 60 amends 18 different Acts. This summary will focus on proposed changes to the *Planning Act* and *Development Charges Act* and the enactment of the *Water and Wastewater Public Corporations Act*.

Recommendation

For information only.

Background

Bill 60, also known as the *Fighting Delays, Building Faster Act, 2025* received royal assent on November 27, 2025, and results in changes to the *Planning Act* and *Development Charges Act*, and enactment of the *Water and Wastewater Public Corporations Act*.

Discussion/Analysis

The policy changes to the *Planning Act* and *Development Charges Act* build on the changes approved under Bill 17, the *Protect Ontario by Building Faster and Smarter Act, 2025*.

Planning Act Changes: As-of-Right Variations to Zoning By-law Performance Standards

The changes allow the Minister of Municipal Affairs and Housing to establish a regulation that would permit minor variances to a Zoning By-law “as of right” without the need for a Council decision. The exemptions to performance standards such as building height, lot coverage or setbacks would apply to specified lands identified in the regulation. The draft regulation is not yet available for review.

Under the proposal the Minister would be able to permit a variation to a Zoning By-law to be “as of right” if a proposal was within a prescribed percentage (e.g. 10%) of the requirement. The reason for the proposal is to avoid lengthy approval processes, fast-track priority housing projects, and lower costs passed on from developers to home purchasers and reduce expenses for homeowners making essential modifications.

Staff Comment: The regulation stipulates that the ‘as of right’ variations would only apply to urban residential lands, therefore not applicable to the Township. Furthermore, most minor variance applications request variances that are greater than 10%.

Exempting Ministerial Decisions from the Requirements of Provincial Policy Statement

Changes in Bill 60 allow the Minister to make decisions on land use outside the Greenbelt Area that do not adhere to the Provincial Planning Statement, 2024 (PPS). The PPS is issued under section 3 of the *Planning Act* and sets out provincial land use policy direction related to growth and development that all municipalities must adhere to. From it flows Official Plan policies and implementation tools such as Zoning By-laws. Subsection 3(5) of the Act requires that decisions affecting a planning matter “shall be consistent with” PPS policies. Bill 60 allows Ministerial decisions to be exempt from PPS policies.

Staff Comment: This change is in direct opposition of land use planning policies across the province and appears illogical and counterintuitive to the direction of the *Planning Act*.

Amendments to the Implementation of Community Improvement Plans (CIPs)

Changes are proposed to the *Planning Act* to support flexible implementation of Community Improvement Plans (CIPs), including enabling all upper-tier municipalities to establish regional Community Improvement Plans and allow funding to lower-tier municipalities for their CIPs. A CIP is a tool under section 28 of the *Planning Act* that permits municipalities to make grants or loans within the community improvement plan project areas to help pay for certain costs despite the general municipal prohibition on bonusing. Currently, only prescribed upper-tier municipalities who have official plan policies in place can adopt regional CIPs.

Municipalities can only provide funding for the CIP of its respective upper or lower-tier municipality if the municipality has official plan policies in place to do so. The proposed changes would remove barriers to enable the flexible use of CIPs, including allowing all upper-tier municipalities to establish regional CIPs and financially support lower-tiers.

South Frontenac’s Official Plan contains policies pertaining to CIPs in the Township. Council can designate certain areas as a Community Improvement Project Area under the policy including the authority to offer incentives to stimulate or leverage private and/or public sector investment. The policies in the Official Plan contain criteria for the designation of a Community Improvement Area and guidance on the preparation of Community Improvement Plans. Frontenac County is not currently a designated as an upper tier municipality, so it does not have the ability to establish regional CIPs. The County now has the authority to introduce CIP policies in its Official Plans.

Staff Comment: Staff support the proposed changes to the *Planning Act* to allow Frontenac County to introduce CIP policies in its Official Plan.

Changes to the Reporting of Minister’s Zoning Orders (MZOs)

Changes to the *Planning Act* and, as necessary, related legislation, to enable Minister’s zoning orders (MZOs) to be made by non-regulatory orders and published on a Government of Ontario website. MZOs are currently approved by the Minister and filed with the Registrar of Regulations as regulations under the *Planning Act*. The proposed change would remove the opportunity for public comment and expedite the process, thereby enabling the Minister

to make faster decisions aimed at supporting provincial priorities such as supporting long-term care, transit-oriented communities and housing.

Staff Comment: MZO's are generally GTA focused, however, removing the opportunity for public comments reduces accountability and transparency of development projects and does not uphold the public interest.

Changes to the Development Charges Act

Bill 60 has introduced further amendments to the *Development Charges Act*. Watson and Associates, the Township's development charge consultants have prepared a commentary on the changes and it is included with this report as **Attachment A**.

The changes include introducing a new class of development, "land acquisition class", enabling municipalities to collect development charges for the acquisition of property. The land costs for various capital projects would be grouped together for the purpose of the calculation. Currently land costs are included in the required level of service calculations for various services being provided. The proposed amendment restricts the anticipated capital costs for land to 10 years with the exception of hard services, including water, wastewater, highways, police and fire. A separate reserve fund is to be created to fund land costs.

Municipalities will be required to provide a copy of the Development Charge Background Study and the Development Charge By-law to the Minister of Municipal Affairs and Housing on request by the specified deadline.

The current Act requires the Treasurer to provide Council with a financial statement on development charges collected and expended each year on date specified by Council. It is proposed that the Treasurer be required to bring forward their report on or before June 30th of the year.

The final proposed amendment to the Act will require municipalities to establish local services policies for each service referred to in the Act and for which the By-law imposes a development charge.

Staff Comment: The ability for municipalities to collect development charges for the acquisition of property is a positive change. This allows for improved implementation of municipal long range strategic planning initiatives.

Proposed New Water and Wastewater Public Corporations Act

Bill 60 introduces a new *Water and Wastewater Public Corporations Act* to permit the Minister to designate a corporation as a water and wastewater public corporation under the *Business Corporations Act* to provide water and sewage services on behalf of lower-tier municipalities that are prescribed by the regulations.

The Act goes on to describe the purpose of the corporation, how water and wastewater services are to be delivered through the corporation, powers and duties of the corporation, board of direction responsibilities, submission of rate plans to the Minister, authority provided to the Minister to approve rate plans, request corporations to amend their rate plans, or refuse to approve the plan, provision of annual reports, etc. If the rate plan is not approved, provision is provided that the rates will be established in accordance with a provincial regulation pertaining to fees and charges.

The rationale used by the Minister in introducing this Act is a view that municipal service corporations are more flexible than a municipality in how it uses debt to finance municipal infrastructure. The Minister stated, “Using a municipal service corporation can amortize those costs (water and sewer infrastructure) out over decades—rather than the first-time homebuyer (paying the cost through development charges) and it reduces the price of a home. It will reduce reliance on municipal development charges, allowing further reductions in the cost of new homes. It’s a smarter and faster way to fund infrastructure, saving homebuyers money and accelerating the construction of new housing.”

It is not clear how the capital planning undertaken by these corporations for water and wastewater works will relate to the background work that municipalities do in establishing development charges.

Staff Comment: Staff are concerned that the rationale of introducing a provincially controlled public corporation for water and wastewater differs from the concept of a Municipal Services Corporation (MSC), which is already in place in South Frontenac. MSCs are municipally owned and governed and enable municipal autonomy over water and wastewater services with the advantages of increased debt financing capability for the Township. Staff will continue to monitor this initiative as further information becomes available.

[Environmental Registry of Ontario Consultations](#)

In addition to the above-noted changes to the *Planning Act* and *Development Charges Act*, the Province has posted three consultations on the ERO seeking feedback on proposed changes.

[ERO 025-1101: Consultation on Enhanced Development Standards – Lot Level \(outside of buildings\)](#)

This consultation requests input on the future use of Enhanced Development Standards (“EDS”) at the lot level outside of a building envelope. Sometimes referred to as “green development standards,” EDS are not limited to environmental features and can encompass a broader range of municipal requirements imposed through zoning by-laws, site plan control and development agreements. EDS may include requirements for features such as bioswales, permeable pavement, vegetative elements, native tree planting, soil volume requirements and bicycle parking, among other matters.

The specific consultation on the municipal use of EDS requirements follows the Province’s prior confirmation that municipal authorities are not empowered to impose environmental or “green” building standards that exceed the *Ontario Building Code*. The Province is now consulting on whether to extend this prohibition to lot-level requirements imposed through the *Planning Act* approval process, citing concerns that EDS vary widely across jurisdictions.

[ERO 025-1100: Consultation on Minimum Lot Sizes](#)

This consultation focuses on minimum lot size requirements imposed upon urban residential lands and their effects on housing options, affordability and homeownership access. The consultation is specific to minimum lot size requirements imposed on lands that have access to municipal water and wastewater services.

[ERO 025-1099: Consultation on Simplifying and Standardizing Official Plans](#)

Based on concerns that official plans have become lengthy, complicated and highly restrictive planning documents that take multiple years to prepare and update, are difficult to understand and comply with and vary widely between municipalities, this consultation requests feedback on how official plans could be simplified and standardized.

Financial Implications

Proposed changes to the *Development Charges Act* pertaining to the merging of services for the purpose of applying for DC credits may have financial impact to the municipality depending how many applications the Township receives and what services are included.

Relationship to Strategic Plan

- Not applicable to this report.
- This initiative adheres to the following strategic pillars and directions of the 2023-2026 Strategic Plan.
 - Pillars: Choose an item.

Climate Considerations

- Not applicable to this report.

Notice/Consultation

Watson & Associates Economists Ltd.
Chief Administrative Officer

Attachments

Attachment A: A letter from Watson & Associates Economists Ltd. to municipal clients

Approvals

Submitted By:



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

Approved By:



Louise Fragnito, CPA, CGA
Chief Administrative Officer

November 4, 2025

To our Municipal Clients:

Re: Bill 60, *Fighting Delays, Building Faster Act, 2025* and Regulatory Proposals 25-MMAH018 and 25-MMAH030

In our continued efforts to keep our clients up to date on legislative changes that may impact them, we are writing to inform you of proposed legislative changes to the *Development Charges Act, 1997* (D.C.A.) and associated regulation (Ontario Regulation 82/98). The provincial government has introduced Bill 60, an Act to amend various Acts and to enact the *Water and Wastewater Public Corporations Act, 2025* (referred to as the *Fighting Delays, Building Faster Act, 2025*). This Bill proposes amendments to the following legislation:

- *Building Transit Faster Act, 2020;*
- *Construction Act;*
- *Development Charges Act, 1997;*
- *GO Transit Station Funding Act, 2023;*
- *Highway Traffic Act;*
- *Local Roads Boards Act;*
- *Municipal Act, 2021;*
- *Ontario Water Resources Act;*
- *Photo Card Act, 2008;*
- *Planning Act;*
- *Public Transportation and Highway Improvement Act;*
- *Residential Tenancies Act, 2006;*
- *Toronto Waterfront Revitalization Corporation Act;*
- *Towing and Storage Safety and Enforcement Act;*
- *Transit-Oriented Communities Act, 2020;*

The Bill also introduces new legislation: the *Water and Wastewater Public Corporations Act, 2025*.

In addition to the legislative amendments, the Province is also proposing changes to the development charge (D.C.) regulation (Ontario Regulation 82/98). The proposed changes, which are intended to standardize and streamline the D.C. framework, are available for comments via the Regulatory Registry at the following links:

- 25-MMAH018: <https://www.regulatoryregistry.gov.on.ca/proposal/52054>; and
- 25-MMAH030: <https://www.regulatoryregistry.gov.on.ca/proposal/52308>.



The deadline to submit comments on the above-referenced proposals is November 22, 2025, and November 23, 2025, respectively.

This letter provides a summary and preliminary analysis of the proposed changes to the D.C.A. and Ontario Regulation 82/98.

1. Proposed Changes to the Development Charge Framework

1.1 Proposed Changes to the *Development Charges Act, 1997*

The proposed changes to the D.C.A. are presented in Schedule 3 of Bill 60, *Fighting Delays, Building Faster Act, 2025*. The following is a list of the proposed changes, which are discussed in further detail below:

1. Addition of Class of Service for land acquisition;
2. Required timelines for the Annual Treasurer's Statement;
3. Addition of requirements for Local Service Policies; and
4. Requirement to provide documents to the Minister.

1.1.1 *Addition of Class of Service for Land Acquisition*

Background Context

In preparing the D.C. calculations as part of a D.C. background study, most services^[1] require a Level of Service calculation to be undertaken, as the D.C.A. requires that the increase in need for service must not exceed the historical Level of Service when determining the charge. This requirement is set out in subsection 5 (1) 4 of the D.C.A. and section 4 of Ontario Regulation 82/98. The regulation requires that the Level of Service be calculated by identifying quantity and quality measures of service. These measures have generally been interpreted to reflect the quantity of capital assets used to provide the service and the current replacement value (i.e., quality) of the capital assets. The combination of the measures results in the per capita historical replacement value, which, when applied to the forecast population, provides the total D.C.-eligible amount that can be included in the D.C. calculations for recovery.

In determining the replacement value (i.e., quality) of the assets, the scope of capital costs is consistent with the definition in subsection 5 (3) of the D.C.A. The Act defines capital costs to include “costs to acquire land or an interest in land, including a leasehold interest.” Compliance with the D.C.A. requires that the scope of capital costs included in the increase, the need for service, and the historical Level of Service be the same. As such, the historical Level of Service calculations commonly include the value of land. Over the past few years, the development community has raised concerns

[1] All D.C.-eligible services, except water, wastewater, stormwater, and transit services.



regarding the inclusion of land in the required Level of Service calculations when no future land costs are identified. The increase in the value of land and all other infrastructure has led to an increase in the D.C.-eligible amount that can be included in D.C. calculations.

Proposed Changes

The legislative proposal is to include land acquisition as a separate class of service.^[1] Under this proposal, anticipated land acquisition capital needs would be grouped together for the purposes of the D.C. calculations. Land acquisition capital needs would also be excluded from the historical Level of Service restrictions.

In identifying the land acquisition needs by service, the proposal restricts the anticipated capital costs for land to 10 years for all services except for the following:

- Water;
- Wastewater;
- Stormwater;
- Services related to a highway;
- Electrical;
- Transit;
- Police; and
- Fire.

As land acquisition will be established as a class of service, municipalities will be required to establish a separate reserve fund for these capital costs. As such, funds would be segregated for this purpose, only to be used for land costs. Similar to other reserve funds, monies in this reserve fund can be borrowed and repaid, with interest. With respect to credits, municipalities will need to ensure that credits for land are accounted for separately from credits for other applicable services.

Section 35 of the D.C.A. is amended to add an exception to the use of monies in established reserve funds. This section states that monies in a reserve fund can be used for land acquisition; however, they cannot be used for land acquisition if those costs are to be paid for with the reserve fund established for land acquisition.

^[1] Section 7 of the D.C.A. states that a class of service may be established for the purposes of a D.C. by-law that is a combination of D.C.-eligible services or a subset of a D.C.-eligible service. Note, land acquisition related to the Toronto-York and Yonge North Subway Extensions is not required to be a class of service.



Potential Impacts

The removal of land from the Level of Service calculations would have varying impacts across municipalities. Where land values are significant, the removal of these amounts from the Level of Service calculations will result in a decrease in the D.C.-eligible amount that may restrict D.C. funding for future capital projects. For example, the removal of land values from the replacement costs of recreation facilities would have the effect of reducing the Level of Service cap on D.C. funding for recreation services. While this may be impactful, this change enables the Level of Service calculations to be more accurately compared to the anticipated increase in need for service and allows land needs to be included without the Level of Service restriction.

The restriction on the forecast period for certain services appears to be inconsistent with previous changes to the D.C.A., which removed the 10-year forecast period restriction for all services except Transit.^[1] As land purchases are commonly undertaken years before the construction of a facility, there may be some requirements to include a post-period benefit deduction if the land is required for a facility that will benefit growth outside the 10-year forecast period.

Municipalities may consider having different land acquisition calculations for the various forecast periods. For example, one calculation may be undertaken for the 10-year restricted services, whereas one or more calculations may be undertaken for those services with unrestricted forecast periods.

With respect to establishing a reserve fund for the land acquisition class of service, there may be some transitional matters to consider when preparing the D.C. background study calculations. For example, where land acquisition has been included in previous D.C. background studies, and reserve fund monies have been allocated and/or committed to land acquisition projects, reserve fund adjustments may be required. As the changes to the D.C.A. state that a class of service for land shall be established (i.e., required to recover land as a separate service), a separate reserve fund is required. Once a municipality undertakes a new D.C. by-law, the capital costs included in the class of service for land acquisition must be funded from the land acquisition reserve fund.

^[1] In 2019, the Province passed Bill 108, which removed the requirement to forecast capital needs over a 10-year period for all services other than water, wastewater, stormwater, services related to a highway, electrical power services, police, fire, and the Toronto-York subway extension, as these services were previously not restricted to a 10-year forecast.



1.1.2 Required timelines for the Annual Treasurer's Statement

Proposed Changes

Currently, the Annual Treasurer's Statement must be prepared each year by a date determined by Council. Subsection 43 (1) of the Act is amended to require the Treasurer's Statements to be completed by June 30 of each year.

Currently, the Annual Treasurer's Statement is required to be provided to the Minister of Municipal Affairs and Housing upon request. Subsection 43 (3) of the Act is amended to require a copy of the Treasurer's Statement to be submitted to the Minister by July 15 of each year.

Potential Impacts

Municipalities will need to ensure the Annual Treasurer's Statements are completed by June 30 and submitted to the Minister by July 15.

1.1.3 Addition of Requirements for Local Service Policies

Proposed Changes

Currently, subsection 2 (5) of the D.C.A. precludes a D.C. by-law from imposing charges with respect to local services described in section 59 of the D.C.A. Section 59 of the D.C.A. provides a link to the *Planning Act*, such that, as a condition of subdivision or consent agreement, a municipality may require local services to be installed or paid for by the owner. Local services are considered when preparing a D.C. background study to ensure compliance with the legislative requirements. As such, a Local Service Policy is generally included in our D.C. background studies for transparency to stakeholders and for municipal staff administration.

New subsections 59 (2.2) through 59 (2.11) are proposed, which generally set out the following:

- A Local Service Policy is required for all D.C.-eligible services to which a D.C. by-law imposes a charge and where some part of the service will be provided as a local service.
- A Local Service Policy is required to impose a condition of local services on development, and only to the extent it has been identified in the Local Service Policy. That is, a municipality could not require a work or classes of work to be provided as a local service if it is not identified as such in the Local Service Policy.
 - This does not apply where a municipality does not impose a D.C. for that service.



- This applies the day a municipality establishes the Local Service Policy or 18 months after Bill 60 receives Royal Assent.
- Required content for a Local Service Policy includes:
 - Works or classes of works related to development that are intended to be required as a Local Service.
- Optional content for a Local Service Policy includes:
 - Works or classes of works that are not intended to be required as a Local Service.
 - Works or classes of works that are partially required as a Local Service.
- The municipality shall give a copy of the Local Service Policy to the Minister of Municipal Affairs and Housing upon request, by the date requested.
- The Local Service Policy must be reviewed, requiring a resolution of Council declaring if a revision is needed. The resolution shall be passed at the time of passing any D.C. by-law or when a revision to the policy is required.

Note, there appears to be an error in the newly proposed subsection 59 (2.5). This subsection refers to subsection 2.8; however, that subsection refers to sending a copy of the Local Service Policy to the Minister of Municipal Affairs and Housing. It appears the appropriate reference should be subsection 2.7.

Potential Impacts

At Watson & Associates Economists Ltd. (Watson), it is our current practice to include Local Service Policies as part of D.C. background studies. This provides transparency to stakeholders and the municipality by delineating between local service capital costs and D.C.-eligible capital costs. The proposed changes regarding the required and optional content appear to be generally in line with Watson's current practice. Some municipalities, however, currently include wording in their Local Service Policies that provides flexibility for the municipality's interpretation of what costs can be deemed local service. The proposed changes aim to provide clarity on which costs would be deemed local service; therefore, municipalities may consider updating their current Local Service Policies to ensure removal of the "flexible" language. Furthermore, municipalities may require more frequent updates to their Local Service Policies as items are raised through the development approvals process that may not be appropriately captured in the Local Service Policy.

The proposed subsection 59 (2.2) requires that a Local Service Policy cover the services set out in subsection 2 (4) of the D.C.A. that are included in a D.C. by-law. Land acquisition is a service as defined in this section, as it is proposed to be a sub-service of capital costs for eligible services. As such, it would appear that land is required to be addressed in the Local Service Policy.

Proposed subsection 59 (2.6) appears to clarify that if a municipality does not impose a D.C. for a particular service, there is no requirement to have that service set out in the



Local Service Policy. This would also appear to apply to municipalities without D.C. by-laws.

Municipalities will need to ensure that all D.C. background study processes include a Local Service Policy and that the policy be expressly approved in the resolution of Council when the D.C. background study and by-law are adopted. This would appear to apply to all D.C. background study processes, including those prepared for by-law amendments and streamlined amendments to by-laws that do not require a background study under subsection 19 (1.1).

Given there is a transitional deadline of 18 months after this legislation takes effect, municipalities with existing D.C. by-laws that do not have Local Service Policies should consider reviewing and approving a Local Service Policy.

Note, if a municipality determines that there is no service in their D.C. by-law for which they will impose local service requirements, it does not appear that the municipality would be required to prepare a Local Service Policy.

1.1.4 Requirement to Provide Documents to the Minister

Proposed Changes

Currently, there is no requirement to provide the D.C. background study or by-law to the Minister of Municipal Affairs and Housing. The proposed changes to section 10 and section 13 of the D.C.A. would require municipalities to provide copies of the documents to the Minister upon request, by the date requested.

In addition, there is currently no requirement to provide the Local Service Policy to the Minister of Municipal Affairs and Housing. A proposed new subsection 59 (2.8) will require a copy of the Local Service Policy to be provided to the Minister upon request, by the date requested.

Potential Impacts

There does not appear to be any impact to municipalities, as the D.C. background study is already required to be posted on the municipality's website, and copies of the by-law and Local Service Policy are typically included within the D.C. background studies.

1.2 Proposed Changes to Ontario Regulation 82/98

In addition to the proposed changes to the D.C.A., the Province has proposed regulatory changes to Ontario Regulation 82/98. These changes are with respect to the following matters:

1. Merging of credits for water supply services and wastewater services;



2. Making Benefit to Existing allocations more transparent in D.C. background studies;
3. Detailing land acquisition costs in D.C. background studies; and
4. Making information in financial statements relating to D.C.s more transparent and easily accessible.

These changes are discussed in more detail below. Note that the draft regulation has not yet been released. Our preliminary comments are based on the summary of the proposed changes provided on the Provincial Regulatory Registry website.

1.2.1 Merging of Credits

Watson has previously provided commentary on the merging of credits.^[1] Our commentary included the following potential impacts:

Removal of municipal discretion

Currently, municipalities have the ability to agree to apply credits to other services within a D.C. by-law. In many cases, the municipality will undertake a cashflow analysis of their D.C. reserve funds to determine if this is feasible. This proposed change appears to remove a municipality's discretion to combine services by agreement in certain instances.

Cashflow implications for municipalities

Combining services for the purposes of credits would have cashflow implications for municipalities, where funds held in a D.C. reserve fund for a service not included under the section 38 agreement would be reduced. This could delay the timing of capital projects for these impacted services and/or increase financing costs, as municipalities tend to confine funding for projects to the reserve funds available for that service and not borrow between reserve funds/services.

Proposed Changes

This proposed change aims to merge water supply services and wastewater services for the purposes of credits. As provided in subsection 2 (4) of the D.C.A., the D.C.-eligible services of water supply and wastewater include distribution and treatment, and sewers and treatment, respectively.

[1] Watson & Associates Economists Ltd. June 4, 2025 letter to the Ministry of Municipal Affairs and Housing: <https://www.watsonecon.ca/insights/opinions/bill-17-comments-for-regulatory-registry.pdf>



Potential Impacts

The proposal is of concern as some municipalities have invested significant amounts into their water and wastewater systems. To elaborate on why this is a concern, in certain circumstances, municipalities have separated their water and wastewater D.C.s into the following categories:

- Water supply and storage;
- Water distribution;
- Wastewater treatment; and
- Wastewater collection.

Where significant investments in water supply and storage or wastewater treatment have been made, separating the D.C.s into the categories above may assist in ensuring D.C. cashflows are available to pay existing debt payments. The proposal to combine water supply and wastewater services would entitle a developer to receive D.C. credits against both services if D.C.-eligible capital costs/works have been provided directly for either service. This would negatively impact cashflows for the service not directly provided by the developer.

1.2.2 Transparency of Benefit to Existing Calculations

Proposed Changes

The proposed regulatory changes would require municipalities to provide greater details with respect to how capital costs are determined and how the growth-related and non-growth-related shares of the costs are determined. The proposed wording appears to require this for each service, rather than on a project-by-project basis.

Potential Impacts

It is positive that the Province has not established a required methodology, as there is no standardized approach across all municipalities (although there are best practices that are generally followed).

Providing further details in the background study will enhance transparency for stakeholders. While this will require additional effort in the preparation of the D.C background study, it should reduce the effort required by municipal staff to address stakeholder questions related to the determination of capital and benefit to existing deductions once the background study is released. Although the proposal suggests that the D.C. background study will require the methodology to be provided by service, there may be situations where a project-by-project determination is required.



1.2.3 Details of Land Acquisition

Proposed Changes

It is proposed that land acquisition capital needs shall be treated as a class of service. As such, section 8 of Ontario Regulation 82/98 will be amended to require land acquisition costs to be included in the D.C. background presentation of:

- The total of the estimated capital costs relating to the service;
- The allocation of the total of the estimated costs between costs that would benefit new development and costs that would benefit existing development;
- The total of the estimated capital costs relating to the service that will be incurred during the term of the proposed D.C. by-law;
- The allocation of the costs incurred during the term of the proposed by-law between costs that would benefit new development and costs that would benefit existing development; and
- The estimated and actual value of credits that are being carried forward relating to the service.

Potential Impacts

See the comments above with respect to the inclusion of land acquisition as a class of service.

1.2.4 Information Accessibility

Proposed Changes

The proposed changes increase reporting requirements for the Annual Treasurer's Statements to include:

- The amount from each reserve fund that was committed to a project, but had not been spent, as of the end of the year;
- The amount of debt that had been issued for a project as of the end of the year; and
- The location in the D.C. background study where the project's capital costs were estimated.

This would not apply in circumstances where a municipality uses a unique identifier in both background studies and Treasurer's Statements to identify each project.

Potential Impacts

The proposed changes increase transparency for the public and can help demonstrate that D.C. funds are being used as required and to the extent allowable under the D.C.A.



These additional requirements will increase administrative effort by municipal staff. Municipalities may wish to provide unique project identifiers as part of the preparation of their next D.C. background study for ease of aligning projects in the D.C. background study with the projects identified in the Annual Treasurer's Statement.

2. Concluding Remarks

The proposed changes to the D.C.A. and Ontario Regulation 82/98 are generally positive as they provide additional transparency of the D.C. calculations and how D.C.s are used by municipalities. The changes with respect to including land acquisition as a class of service appear to have a minor impact on municipalities where land values are minimal, with a greater impact on the Level of Service calculations for larger urban municipalities. The requirement for a Local Service Policy and its contents are generally in line with Watson's current approach; however, updates may be required to existing Local Service Policies to provide more detail on which costs would be local service and which costs would be recovered through D.C.s. Watson continues to have concerns regarding the merging of services for the purposes of credits, as this may impact municipalities that have invested in water supply and/or wastewater treatment costs.

We will continue to monitor any changes and inform you of the potential impacts on municipalities.

Should you have any questions, please contact any of the undersigned or send an email to info@watsonecon.ca.

Yours very truly,

WATSON & ASSOCIATES ECONOMISTS LTD.

Andrew Grunda, MBA, CPA, CMA, CEO

Peter Simcisko, BA (Hons), MBE, Managing Partner

Sean-Michael Stephen, MBA, Managing Partner

Daryl Abbs, BA (Hons), MBE, PLE, Managing Partner

Jamie Cook, MCIP, RPP, PLE, Managing Partner

Jack Ammendolia, BES, PLE, Managing Partner

Township of South Frontenac Staff Report



To: Council
From: Director, Development Services
Date of Meeting: December 9, 2025
Subject: Bill 68 - *Plan to Protect Ontario Act, 2025*
Report Number: 2025-168

Summary

This report provides a summary of Bill 68, the *Plan to Protect Ontario Act, 2025*, and its implications to Conservation Authorities with jurisdiction within the Township.

Recommendation

For information only.

Background

Bill 68, also known as the *Plan to Protect Ontario Act, 2025* received royal assent on November 27, 2025. Part of the bill includes changes to the *Conservation Authorities Act*, which would merge 36 conservation authorities to 7 regional conservation authorities, and would create a new Ontario Provincial Conservation Agency.

Discussion/Analysis

On October 31, 2025, the Minister of the Environment, Conservation and Parks (MECP) announced the Province's intention to create the Ontario Provincial Conservation Agency through forthcoming legislation. The Ontario Provincial Conservation Agency is proposed to be a provincial board-governed agency with the stated purpose of providing centralized leadership, efficient governance, and strategic direction. As part of this announcement, the MECP also indicated that the Province plans to consolidate the existing 36 conservation authorities into 7 regional conservation authorities, which would receive oversight and governance from the single Ontario Provincial Conservation Agency.

[Ontario Provincial Conservation Agency](#)

The objectives of the agency include:

- Oversee the governance of authorities and other aspects of authorities such as their operations, including the programs and services they provide.
- Oversee the transition to a regional watershed-based framework for authorities in Ontario.
- Promote consistent policies, standards, and fees for programs and services provided by authorities.

www.southfrontenac.net

South Frontenac is a welcoming and thriving rural community.

- Assess and report on the effectiveness of authorities.
- Oversee and evaluate the financial performance of authorities.
- Guide and evaluate the strategic planning by authorities to ensure it aligns with provincial objectives.
- Support the development and implementation of a standardized and centralized system for processing applications for permits issued by authorities.
- Lead the development and implementation of digital strategies and shared services.
- Support strategic investment in programs and services provided by authorities.
- Advise the Government of Ontario in respect of the programs and services authorities provide.

The Minister can issue directions to the Agency. The Agency can issue directions to one or more regional conservation authorities, which authorities must comply with, including but not limited to:

- Key performance indicators (KPIs), key results and service delivery targets.
- Service standards.
- Information Technology.
- Procurement.
- Training of members and employees.
- Budgeting.
- Asset Management Planning.
- Strategic Planning (to align with Provincial Interests not local).

[Environmental Registry of Ontario](#)

On November 7, 2025, Proposal 025-1257 was posted to the Environmental Registry of Ontario and provides further details on the proposed Ontario Provincial Conservation Agency and regional authorities consolidation. The Proposal seeks feedback on the boundaries and criteria for the proposed regional consolidation and is open for public comment until December 22, 2025.

The Province published its current draft boundaries and explains in the post that it seeks to maintain and align natural hydrological boundaries; maintain existing relationships between conservation authorities and municipalities; balance expertise and capacity of conservation authorities; and provide service continuity.

[Conservation Authority Consolidation](#)

The province has provided the following reasons why they are proposing to consolidate Conservation Authorities and create a new provincial oversight agency:

Patchwork of standards, service delivery: Each Conservation Authority has different policies, customer service standards, fees, processes and staffing and technical capacity leading to unpredictable and inconsistent turnaround times for approvals across all Conservation Authorities. This can result in uncertainty and delays for builders, landowners, and farmers seeking permits.

Outdated and fragmented systems: Discrepancies in the tools and technology that Conservation Authorities use have led to varying types and quality of technology and data

management. This can compromise effective province-wide flood risk management and evidence-based decision making.

Administrative duplication: Under the current framework, municipalities are forced to fund duplicate corporate functions, diverting costs away from frontline conservation and service delivery.

Need for more accountability and transparency: Lack of transparent performance monitoring and reporting, and inconsistent customer service standards.

Continue to focus on managing natural hazards and watershed health: Proposed changes are intended to strengthen the capacity, influence and impact of Conservation Authorities in providing vital watershed management, in safeguarding people and property from flooding, and in being transparent and accountable in the delivery of permitting, programs, and services to Ontario's communities.

Deliver faster services to municipalities: With better tools and resources, and central enablement and support, CAs can operate with greater consistency and transparency, and deliver improved services to municipalities and permit applicants aligned with provincial priorities on housing, the economy, and resilient infrastructure.

[St. Lawrence & Eastern Lake Ontario Regional Conservation Authorities](#)

The Township of South Frontenac is situated within the headwaters of the jurisdictions of three Conservation Authorities – Cataraqui, Quinte, and Rideau Valley.

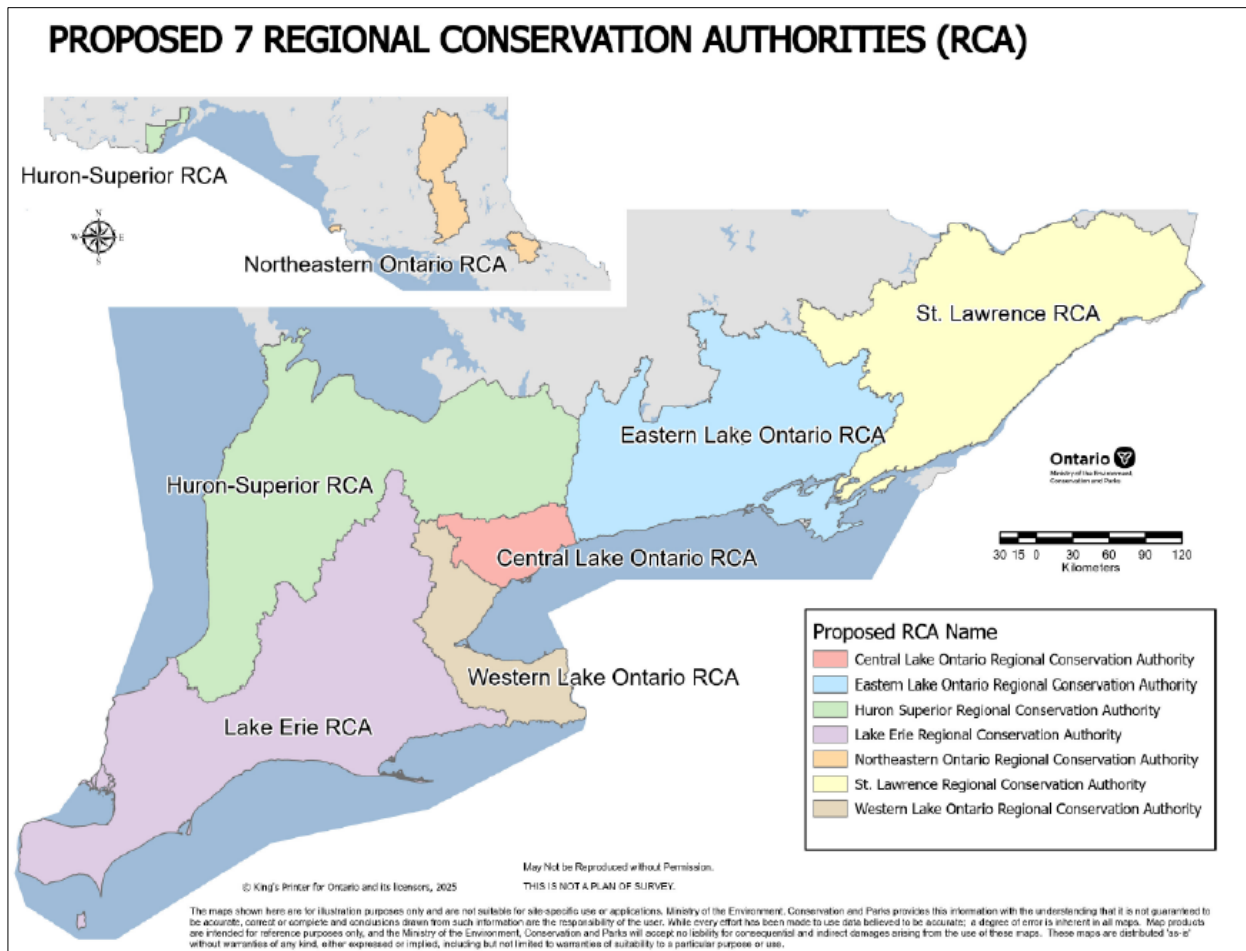
Cataraqui and Rideau Valley are to be consolidated with 3 other Conservation Authorities to form the St. Lawrence Regional Conservation Authority. The current Conservation Authorities that would make up the proposed St. Lawrence Regional Conservation Authority include:

- Cataraqui
- Mississippi
- South Nation
- Raisin
- Rideau Valley

Quinte Conservation is to be consolidated with 6 other Conservation Authorities to become the Eastern Lake Ontario Regional Conservation Authority. The current Conservation Authorities that would make up the proposed Eastern Lake Ontario Regional Conservation Authority include:

- Central Lake Ontario
- Kawartha Region
- Otonabee Region
- Ganaraska Region
- Lower Trent Region
- Crowe Valley
- Quinte Region

Figure 1 below illustrates the 7 consolidated regional Conservation Authorities.



Conservation Authority Boards & Local Governance

Currently, the Rideau Valley Conservation Authority has 18 member municipalities, all of whom have at least one seat on its Board of Directors. The proposed St. Lawrence Regional Conservation Authority would have 46 municipalities. It is anticipated that not all municipalities could have a seat on the new Board.

Under the current model, seats are allocated based on population which would favour larger urban centres like Ottawa and Kingston while marginalizing the large number of small rural municipalities in Eastern Ontario. Despite their size or how seats are allocated on the new Board, each municipality's influence would be diluted within a regional Conservation Authority. Regional Boards would also not be responsive to local watershed issues and community concerns.

Conservation Authorities provide services on behalf of municipalities and deliver programs to address local watershed needs. These programs and services are at the discretion of the Board Municipalities. The appointed members of the Board of Directors govern Conservation Authorities including budgeting, programs, staffing, policies and strategic planning.

Financials

It is unclear at this time how budgets would be developed within regional Conservation Authorities as the levy capacity of municipalities varies from watershed to watershed. Programs vary between Conservation Authorities based on the needs and tax base of each local watershed. Larger municipalities would likely not support levy dollars being spent on programs or capital projects outside the watershed they benefit from or are impacted by.

It is the opinion of Conservation Authority staff that it is important that the new regional Conservation Authorities remain independent corporations to ensure that all assets remain under Conservation Authority control and ownership including land holdings, buildings and financial reserves. The province has stipulated that Conservation Authority ownership of land would not change and that no assets would be transferred to the Agency or province as part of the proposed changes.

Financial Implications

None.

Relationship to Strategic Plan

Not applicable to this report.

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

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

Climate Considerations

Not applicable to this report.

Approvals

Submitted By:



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

Approved By:



Louise Fragnito, CPA, CGA
Chief Administrative Officer

Township of South Frontenac

Staff Report



To: Council

From: Director, Development Services

Date of Meeting: Tuesday, December 9, 2025

Subject: 3rd Quarter 2025 – Building Services Report

Report Number: 2025-165

Summary

This report documents the delivery of Building Services within the Development Services Department between July 1st, 2025, to September 30th, 2025.

Recommendation

This report is for information purposes only.

Background

Building Services provides the following as an update report to Council on performance indicators, updated processes, and the quantity of building applications received and processed by the Township. Quarterly construction values from 2022 to 2025 are provided, as well as the amount of building permits issued and files closed.

Discussion/Analysis

Building Services

Q3 was quite busy for Building Services, with July and September standing out as two of the busier months for the department in 2025.

Staff have continued to promote pre-consultation meetings for building applications, and these sessions are becoming increasingly popular among applicants. By having our Permit Intake Coordinator and a Building Inspector participate in these meetings, we work to answer questions and to ensure applicants are fully informed about next steps. When necessary, we also include Planning staff to provide all the pertinent information to the applicant for their project. This collaborative approach often leads to a more streamlined process, ultimately saving time for both the applicant and Development Services staff.

Given that Q3 is a busier time for staff, the team focused on in-house training with quick check-ins and consistent regular meetings to maintain open dialogue and discussion regarding current projects, ensuring consistency and support for staff. Looking ahead, staff will continue to engage in courses and workshops focused on Ministry qualifications and technical training starting again in Q4.

At the end of Q3, staff prepared for the move back to the George Street Office, and they did a great job packing up our temporary office while continuing to assist the public with their applications and permits.

South Frontenac Building Permits Issued & Other Approved Files

The following two tables show the breakdown of permits issued by permit type for the 3rd quarter of 2025. They also provide comparisons with the same quarters from previous years. Additionally, the tables include a breakdown of other Part 8 Services and other files approved by Building Services. It's important to note that the review process of Part 8 (sewage systems) for planning applications have been redefined to focus more on complexed applications. This includes planning applications such as very small lots, congested lots with multiple structures, multi-residential/commercial/industrial sites under 10,000 L/day, plans of condo/subdivision. These changes allow our Inspectors to focus on essential applications and streamline reviews, enabling staff to prioritize other tasks. The changes are seen in the table below.

Permits Issued	Q3-2022	Q3-2023	Q3-2024	Q3-2025
Accessory Building	33	18	10	11
Deck/Covered Porch	11	12	21	31
Demolition	10	9	13	13
Industrial/Commercial/Institutional	7	1	6	4
Multi-Residential	-	1	-	-
Pool Enclosure	10	4	4	8
Renovation/Repair/Addition	12	24	13	17
Seasonal Dwelling	5	5	3	2
Secondary Dwelling Unit	1	1	3	3
Sewage System	92	82	48	45
Single Dwelling	22	22	13	12
Solar, Sign, Tent etc.	2	6	5	4
Woodstove/Fireplace	10	8	12	9
Totals	215	192	151	159
Part 8 Services				
Consent Review	23	9	9	-
Minor Variance Review	3	-	3	-
Performance Review	5	5	4	2
Record Search	-	-	8	3
Site Plan Control	-	-	1	-
Totals	31	13	25	5
Other Approved Files				
Food Trucks	-	-	-	-
Civic Address Assignments	9	12	13	13

Quarterly Construction Values for all issued permits (includes Part 8)

The total construction value for Q3 building and sewage permits combined was \$11,928,094 million dollars.

Quarterly Construction Values	Q1	Q2	Q3	Q4	Totals
2022	\$16,150,397	\$25,241,485	\$21,974,324	\$17,801,458	\$81,167,664
2023	\$ 7,116,555	\$20,911,418	\$18,350,670	\$11,411,605	\$57,790,248
2024	\$18,581,640	\$12,000,318	\$14,472,054	\$15,880,281	\$60,934,293
2025	\$9,099,810	\$16,412,901	\$11,928,094		\$37,442,830

Performance Indicators

The following information provides an overview of the types, quantity and work cycle of files and the overall workload that Building Services completes throughout each quarter.

Performance Indicators	2024	2025				
	Total	Q1	Q2	Q3	Q4	Total
Intake of Files	681	92	168	198		458
Incomplete Files	455	66	113	108		287
Building Without Permit (BWP)	50	5	9	15		29
OBC File Review	635	72	101	228		401
OBC Re-Review	314	37	69	63		169
Permits Issued	508	76	131	159		366
Total Inspections	2727	343	554	725		1622
Total Failed/Not Ready Inspections	375	68	83	122		273
Site Visits	124	27	40	69		136
Closed Files	549	111	128	130		369

Building Application Intake

In Q3, Building Services received a total of 198 files, both in person and via email. Initially, 108 of these files were deemed incomplete because the required documentation was either missing or insufficient at the time of submission. Of those 108 incomplete files, 75% progressed to the next step of the process within Q3 after the Permit Intake Coordinator received the necessary documentation, allowing the files to be considered adequate for zoning and building review.

To note, all building application packages include a checklist to assist the applicant with the required documentation that is to be submitted.

Building Code Review

Once permit applications have all the required documentation, the file is moved to Planning Services for review and approval for zoning compliance. When approved, the Planning Coordinator gives the application to the assigned Inspector to start their Building Code review. In Q3, 228 building and sewage applications were reviewed and commented on, and 27% were re-reviewed. Often when staff are reviewing building applications, the required documentation provided lacks the necessary information to complete a full Building Code review. This triggers the request for additional information or clarification for our Building Inspectors to be able to complete their review.

Once the building code review is complete, the permit is ready for issuance. After the associated fees are paid, the permit is then issued. Due to the number of re-reviews that are required for the building and sewage applications, difficult applications may be pending until all necessary documentation is received.

It is important to note that when examining the numbers in the table above, the number of files received may not correspond directly to the files issued within each quarter. Issued permits can include applications from previous periods, often due to delays in receiving the necessary documentation for approval, which determines when a file is deemed ready for issuance.

Inspections & Site Visits

Our inspectors have been quite active with inspections and site visits during the 3rd quarter. These tasks constitute a significant part of their daily schedule. In Q3, 17% of inspections were not compliant and required re-inspection.

In the 3rd quarter, we completed 35 inspections on permits issued before 2022 and 114 inspections on permits issued in 2022 and 2023. These inspections make up about 20% of all inspections completed during this time.

Closed Building Files

Closing both recent building permit files and historical files remains a priority within our department. We receive numerous requests from homeowners who are in the process of selling properties with open historical permits. Inspections on these older files have continued throughout the third quarter. These inspections significantly increase the workload for inspectors, as they often have to review files that may lack essential documentation, navigate older regulations, and inspect items that have been in use for several years.

In Q3, our team successfully closed 130 permits, with 30% of those being permits that were issued prior to 2024.

Building Without Permits & Complaints

Staff have adopted a more hands-on approach to managing and following up on building without permit (BWP) files. In Q3, staff opened 15 BWP files, with 11 of them resolved by permits being issued. The team works with applicants to ensure that building applications are received with the relevant information to review under the Ontario Building Code and the Zoning By-law. We provide options for the applicants to have a pre-consultation meeting with both Building and Planning to achieve compliance in a quick and efficient manner.

BWP Investigation files and complaints come from various sources, including mail, email, or illegal constructions identified by inspectors or planners during site visits and inspections. The public can submit complaints through an online form on our website, and written complaints are also accepted; however, complainants must provide their name and contact information for legitimacy. That said, all complainants remain anonymous.

Financial Implications

Building Fees and Part 8 Fees

In Q3, the total revenue collected from all issued building permits in South Frontenac was \$247,240 of which \$40,098 was attributed to Part 8 services revenue.

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: Municipal Service Excellence

Approvals

Prepared By: Rebecca Roy, Chief Building Official, Manager of Building Services

Submitted By:



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

Approved By:



Louise Fragnito, CGA, CPA
Chief Administrative Officer

Township of South Frontenac Staff Report



To: Council

From: Director, Development Services

Date of Meeting: Tuesday, December 9, 2025

Subject: 3rd Quarter Planning Services Report – 2025

Report Number: 2023-166

Summary

This report documents the delivery of Planning Services within the Development Services Department between July 1, 2025, and September 30, 2025 (3rd quarter, 2025).

Recommendation

This report is for information purposes only.

Background

The charts below break out planning activities by application type for Q3 2025 and compares the number to previous 3rd quarters over the past four years.

The activities outlined below were completed by the Manager of Planning, Planner(s), Planning Coordinator, and Planning Clerk (Christine, Colin, Noah, Kamila, and Kate).

Pre-consultation Meetings (3rd Quarter, 2025)

	Number of Meetings
2020 – 3 rd Quarter Total	65
2021 – 3 rd Quarter Total	75
2022 – 3 rd Quarter Total	55
2023 – 3 rd Quarter Total	60
2024 – 3 rd Quarter Total	45
2025 – 3rd Quarter Total	40

Consent Applications (3rd Quarter, 2025)

	Complete Applications Submitted
2020 – 3 rd Quarter Total	9
2021 – 3 rd Quarter Total	17
2022 – 3 rd Quarter Total	17
2023 – 3 rd Quarter Total	7
2024 – 3 rd Quarter Total	22
2025 – 3rd Quarter Total	14

Consent Applications – Approvals by Delegated Approval versus Applications Heard by Committee of Adjustment (3rd Quarter, 2025)

	Undisputed Consents Approved by Director of Development Services	Disputed Consents Heard by Committee of Adjustment
2020 – 3 rd Quarter Total	6	0
2021 – 3 rd Quarter Total	17	0
2022 – 3 rd Quarter Total	17	6
2023 – 3 rd Quarter Total	11	3
2024 – 3 rd Quarter Total	19	2
2025 – 3rd Quarter Total	18	5

Minor Variance Applications (3rd Quarter, 2025)

	Complete Applications Submitted
2020 – 3 rd Quarter Total	18
2021 – 3 rd Quarter Total	14
2022 – 3 rd Quarter Total	9
2023 – 3 rd Quarter Total	13
2024 – 3 rd Quarter Total	8
2025 – 3rd Quarter Total	6

Zoning By-law Amendment Applications (3rd Quarter, 2025)

	Complete Applications Submitted
2020 – 3 rd Quarter Total	5
2021 – 3 rd Quarter Total	4
2022 – 3 rd Quarter Total	5
2023 – 3 rd Quarter Total	6
2024 – 3 rd Quarter Total	5
2025 – 3rd Quarter Total	6

Site Plan Control Applications (3rd Quarter, 2025)

	Applications Submitted
2020 – 3 rd Quarter Total	6
2021 – 3 rd Quarter Total	3
2022 – 3 rd Quarter Total	3
2023 – 3 rd Quarter Total	1
2024 – 3 rd Quarter Total	1
2025 – 3rd Quarter Total	0

Development Agreements (3rd Quarter, 2025)

	Agreements Prepared
2020 – 3 rd Quarter Total	17
2021 – 3 rd Quarter Total	16
2022 – 3 rd Quarter Total	8
2023 – 3 rd Quarter Total	16
2024 – 3 rd Quarter Total	15
2025 – 3rd Quarter Total	8

Certificates of Official Issued (Finalizing Consent Applications) (3rd Quarter, 2025)

	Certificates Issued
2020 – 3 rd Quarter Total	10
2021 – 3 rd Quarter Total	15
2022 – 3 rd Quarter Total	16
2023 – 3 rd Quarter Total	14
2024 – 3 rd Quarter Total	9
2025 – 3rd Quarter Total	12

Discussion/Analysis

The application numbers and demand for planning services in Q3 2025 are comparable to previous years.

Pre-consultation meetings:

Planning Services staff regularly schedule pre-consultation meetings with applicants. Staff review and consider land development proposals and provide constructive feedback. This may include severance potential, lot addition scenarios, and various types of building projects, expansions, and renovations.

Other items or projects that staff are working on not related to planning applications includes the following items:

- Issuance of Planning Compliance Certificates (62 in Q3, 2025):
 As part of the department’s goal of streamlining the development approval process, the Planning Coordinator reviews all planning and building permit applications for conformity with the Zoning By-law as well as any other pertinent requirements (e.g. Development Agreements, Committee of Adjustment decisions, License, Site Plan Control, and Plan of Subdivision/Condominium Agreements)
- Building without Permit planning reviews:
 Planning staff work with Building Inspectors on Building Without Permits, and complete site visits. In general, files are move into compliance with planning and building approvals. This could include removal of a structure, moving of a structure to adhere to zoning by-law setbacks, planning approvals obtained, and/or building permit and associated inspections completed.
- Zoning By-law complaints:
 Planning staff work with the Clerks department reviewing complaints on zoning compliance. This may include a desktop review of the existing structures on site, site visits, correspondence with the landowner, Clerk’s department and or By-law enforcement to identity and confirm issues and rectify to ensure compliance with the Zoning By-law.

- OPPI Conference, July 2025:
Planning staff attending the Ontario Professional Planning Institute Conference in July 2025 which contributes to their Continuous Professional Learning requirements as part of their registered professional planner requirements.
- Community Planning Permit System for waterfront property (County led initiative);
- Final approval stages for Applewood, Johnston Point, Cranberry Cove, Shield Shores condominium;
- Updating planning application guidance material;
- Updating site plan control guidelines.
- Ontario Land Tribunal hearings (2);
- Committee of Adjustment meetings and administration;
- Pre-consultation meetings for Additional Dwelling Units;
- Zoning Letters;
- Real estate inquiries from residents and real estate agents;

Other updates:

- The County approved the Township's new Official Plan on November 19, 2025. Township staff are awaiting the 20-day appeal period, which ends on December 10, 2025 at which point the new Official Plan will be in full force.
- There have been a few inquiries regarding the Township's new Official Plan and potential for land developments utilizing communal servicing.

Financial Implications

None.

Relationship to Strategic Plan

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

Climate Considerations

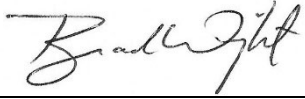
- Not applicable to this report.
- This initiative supports climate change mitigation/adaption efforts in South Frontenac; and/or impacts the Township's resilience to climate change.

Notice/Consultation

Planning Services staff

Approvals

Submitted By:



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

Approved By:



Louise Fragnito, CGA, CPA
Chief Administrative Officer

Minutes of Council
December, 2, 2025



**Township of South Frontenac
Council Meeting Minutes**



Meeting #2025-22

Time: 7:00 PM

Location: Council Chambers/Virtual Via Zoom

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

Staff: Louise Fragnito - Chief Administrative Officer, James Thompson - Clerk, Heather Woodland - Deputy Clerk, Kyle Bolton - Director of Public Services, Stephanie Kuca - Director of Finance and Treasurer, Troy Dunlop - Manager of Engineer and Capital Projects, Melia Edgar - Deputy Treasurer

1 Meeting to Order

a) Resolution

Resolution No. [2025-22]-01

Moved by Councillor Pegrum

Seconded by Councillor Turcotte

That the Council meeting of December 2, 2025 be called to order at 7:00 p.m.

Carried

2 Roll Call

3 Approval of Agenda (and Addendum)

a) Resolution

Resolution No. [2025-22]-02

Moved by Councillor Roberts

Seconded by Councillor Leonard

That the agenda be approved, as presented.

Carried

4 Deputy Mayor - Oath of Office

a) Resolution

Councillor Pegrum undertook the Declaration of Office regarding the position of Deputy Mayor as outlined in Section 232 of the Municipal Act, 2001.

Resolution No. [2025-22]-03

Moved by Councillor Morey

Seconded by Councillor Sleeth

That Councillor Pegrum be appointed as Deputy Mayor for the remainder of the current term of Council.

Carried

5 Disclosure of Pecuniary Interest

a)

There were none.

Minutes of Council
December, 2, 2025

- 6 Committee of the Whole "Closed Session"
- 7 Recess (If Required)
- 8 Ceremonial Presentations
- 9 Public Meeting
- 10 Delegations
- a) Representatives from Ontario for Alto's Hight Speed Rail were present to speak to Council regarding a project overview for a proposed electrified passenger rail services proposed between Toronto and Quebec City.

- 11 Briefings

- 12 Reports from Administration

- a) Close Out Report – 2025 Private Lane Upgrade Assistance Program

Resolution No. [2025-22]-04

Moved by Councillor Trueman

Seconded by Councillor Turcotte

That Council receive the close out summary report for the 2025 Private Lane Upgrade Assistance Program for information.

Carried

- b) Pavement Condition Rating Updates 2025

Resolution No. [2025-22]-05

Moved by Councillor Roberts

Seconded by Councillor Leonard

That Council receive staff report 2025-161 Pavement Condition Rating Updates 2025 for information; and

That Council direct staff to prepare an update to the 5-year plan for hard surfaced roads covering the period of 2026 to 2030 for review and consideration.

Carried

- 13 Reports from Advisory Committees

- 14 Information Reports

- a) 2026 Budget Direction
- b) 2026 Budget Survey Results

- 15 Committee of the Whole

- 16 Communications

- 17 Tabling of Documents

- 18 New Business

- 19 Notice of Motion

- a) Moved by Councillor Turcotte
Seconded by

That Council direct staff to prepare and submit a formal letter of objection to the Premier of Ontario and the Minister of Municipal Affairs and Housing, expressing our profound concern that the "Strong Mayor" model, the proposed

Minutes of Council
December, 2, 2025

consolidation of Conservation Authorities, and the municipal planning implications of Bill 60, the Fighting Delays, Building Faster Act, represent a systematic erosion of municipal democratic agency and local environmental oversight, and further, that this letter be shared with the Association of Municipalities of Ontario (AMO), our local Conservation Authorities and all neighbouring municipalities.

- b) Moved by Councillor Ruttan
Seconded by

Whereas the *Conservation Authorities Act* (1946) established Conservation Authorities (CAs) as local, watershed-based bodies to manage natural resources in partnership with municipalities;

Whereas Conservation Authorities are governed by Boards of Directors comprised of municipally elected officials or appointees, ensuring direct accountability to the local tax base;

Whereas the current funding model relies heavily on municipal levies and self-generated revenue, with the Province of Ontario contributing approximately 5% or less to operating budgets (e.g., Cataraqui Conservation receives ~48% from municipalities and only ~5% from the Province);

Whereas the Province of Ontario has introduced **Schedule 3 of Bill 68 and Environmental Registry of Ontario (ERO) posting 025-1257**, which proposes to amalgamate Ontario's 36 Conservation Authorities into seven (7) centralized regional entities governed by a new "Ontario Provincial Conservation Agency";

Whereas this forced amalgamation threatens to dilute local decision-making, sever the critical link between local property taxes and local service delivery, and ignore the unique hydrological and environmental differences between our distinct watersheds;

Therefore be it resolved that the Council of South Frontenac Township formally opposes the proposed amalgamation of Conservation Authorities as outlined in ERO 025-1257;

And further that Council calls upon the Province of Ontario to:

1. Pause the implementation of Bill 68, Schedule 3;
2. Maintain the current watershed-based governance model that ensures local accountability; and
3. Engage in meaningful consultation with municipalities to address specific concerns regarding efficiency without dismantling local governance;

And further that a copy of this resolution be forwarded to the Premier of Ontario, the Minister of the Environment, Conservation and Parks, the Minister of Municipal Affairs and Housing, our local MPP John Jordan, the Association of Municipalities of Ontario (AMO), and all Conservation Authorities within our region.

- c) Moved by Councillor Leonard
Seconded by

That Council request the Bank of Montreal to reconsider the proposed closure of the Verona BMO Branch due to the anticipated growth to occur in Verona in the near future (Verona Housing Project, McMullen Manor); and

Minutes of Council
December, 2, 2025

That a copy of the resolution be provided to MPP John Jordan and the Bank of Montreal.

20 Approval of Minutes

a) Resolution

Resolution No. [2025-22]-06

Moved by Councillor Sleeth

Seconded by Deputy Mayor Pegrum

That the minutes of the November 18, 2025 Council meeting be approved.

Carried

21 Approval of By-laws

22 Committee of the Whole "Closed Session"

23 Confirmation By-law

a) Resolution

Resolution No. [2025-22]-07

Moved by Councillor Leonard

Seconded by Councillor Morey

That By-law 2025-76, 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.

Carried

Resolution No. [2025-22]-08

Moved by Councillor Ruttan

Seconded by Councillor Roberts

That By-law 2025-76, being the confirmatory by-law, be given third reading, signed and sealed.

Carried

24 Date of Next Meeting

a) The next Council meeting is scheduled for December 9, 2025 at 7:00 p.m.

25 Adjournment

a) Resolution

Resolution No. [2025-22]-09

Moved by Councillor Trueman

Seconded by Councillor Ruttan

That the Council meeting of December 2, 2025 be adjourned at 8:04 p.m.

Carried

Ron Vandewal, Mayor

James Thompson, Clerk

South Frontenac is a welcoming and thriving rural community

By-Law Number 2025-79**A By-Law to Confirm generally all actions and proceedings of the Council meeting of the corporation of the Township of South Frontenac on December 9, 2025**

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 December 9, 2025, 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 December 9, 2025, 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 December 9, 2025, 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, December 9, 2025

Given Third Reading and Passed: Tuesday, December 9, 2025

James Thompson, Clerk

Ron Vandewal, Mayor