



**Township of South Frontenac
Council Meeting Agenda**



TIME: 7:00 PM,
DATE: Tuesday, February 10, 2026
PLACE: Council Chambers/Virtual Via Zoom .

1. Meeting to Order

- a) Resolution

That the Council meeting of February 10, 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

That the public meeting be called to order.

- b) Notice of Collection 5
- c) Zoning By-law Amendment Application PL-ZBA-2025-0133, 4382 Latimer Road 6 - 59
- d) Zoning By-law Amendment Application PL-ZBA-2026-0004, 1022 Nature Lane 60 - 64
- e) Public Meeting for Zoning By-law Amendment Application PL-ZBA-2026-0003, 102908008010801 and 102908008010803, Verona Street 65 - 74

- f) Resolution

That the public meeting be closed.

9. Delegations

10. Briefings

11. Reports from Administration

- a) Zoning By-law Amendment Application PL-ZBA-2025-0133, 4382 75 - 77

Latimer Road

That Zoning By-law Amendment Application PL-ZBA-2025-0133 regarding 4382 Latimer Road, be approved;

That By-law 2026-08 attached to Report Number 2026-013 as Exhibit A, being a By-law to amend the zoning on a portion of lands known as 4382 Latimer Road, District of Storrington, Township of South Frontenac, be given first and second reading; and

That By-law 2026-08 be presented to Council for third reading.

- b) Zoning By-law Amendment Application PL-ZBA-2026-0004, 1022 Nature Lane 78 - 79

That Zoning By-law Amendment Application PL-ZBA-2026-0004 regarding 1220 Nature Lane, be approved;

That By-law 2026-09 attached to Report Number 2026-014 as Exhibit A, being a By-law to amend the zoning on a portion of lands known as 1022 Nature Lane, District of Loughborough, Township of South Frontenac, be given first and second reading; and

That By-law 2026-09 be presented to Council for third reading.

- c) Firehouse Subs Grant 80 - 82

That Council support staff in moving forward with the Fire House Subs grant application submission; and

That Council authorize the Clerk and Mayor to sign off on a grant agreement for the Firehouse Subs grant, if successful.

- d) FABN 83 - 94

That Council endorse the consent letter to the Frontenac Arch Biosphere, as provided under Appendix A of Report 2026-017, for select Township properties to be reported under the Canadian Protected and Conserved Database.

That the CAO be authorized to sign the consent letter.

- e) Restricted Acts after Nomination Day ("Lame Duck" Provisions) 95 - 96

That Council approve a By-Law to Delegate Authority to the Chief Administrative Officer for certain Acts During the Restricted Authority "Lame Duck" Period;

That By-law 2026-10, attached to Report Number 2026-019, as Exhibit A, being a By-law to Delegate Authority to the Chief Administrative Officer for certain Acts During the Restricted Authority "Lame Duck" Period, be given first and second reading; and

That By-law 2026-10 be presented to Council for third reading.

- f) Use of Municipal Resources during an Election Period 97 - 107

That Council approve the proposed By-Law with Respect to the Use of Municipal Resources during an Election Period;

That By-law Number 2026-11, attached to Report Number 2026-018 as Exhibit A, being "A By-Law with Respect to the Use of Municipal Resources during an Election Period" be given first and second reading;

That By-law 2026-11 be presented to Council for third reading.

12. Reports from Advisory Committees

13. Information Reports

14. Committee of the Whole

15. Communications

16. Tabling of Documents

17. New Business

18. Notice of Motion

19. Approval of Minutes

a) Resolution

108 -
114

That the minutes of the February 3, 2026 Council meeting be approved.

20. Approval of By-laws

a) Resolution

That By-laws Numbers (1) through (4) be given third reading.

1. *By-law 2026-08, A By-Law to amend By-law 2003-75, as amended, to rezone land from RU to A-3 in Part of Lot 17 N 1/2, Concession 2, District of Storrington: Barr, Bovey*
2. *By-law 2026-09, A By-Law to amend By-law 2003-75, as amended, to rezone land from RU to RLSW in Part of Lot 1 and 2, Concession 9, District of Loughborough: Nickel*
3. *By-law 2026-10, A By-Law to Delegate Authority to the Chief Administrative Officer for certain Acts During the Restricted Authority "Lame Duck" Period*
4. *By-law 2026-11, A By-Law with respect to the Use of Municipal Resources during an Election Period*

21. Committee of the Whole "Closed Session"

22. Confirmation By-law

a) Resolution

115

That By-law 2026-12, 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 2026-12, 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 March 3, 2026 at 7:00 p.m.

24. Adjournment

a) Resolution

That the Council meeting of February 10, 2026 be adjourned at ___ p.m.

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 Applications

PL-ZBA-2025-0133

PL-ZBA-2026-0003

PL-ZBA-2026-0004

Tuesday, February 10, 2026
7:00 p.m. Council Meeting

Public Meeting Statement

- The purpose of this public meeting is to hear comments on Zoning By-Law Amendment Applications PL-ZBA-2025-0133, PL-ZBA-2026-0003 and PL-ZBA-2026-0004.
- 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-2025-0133

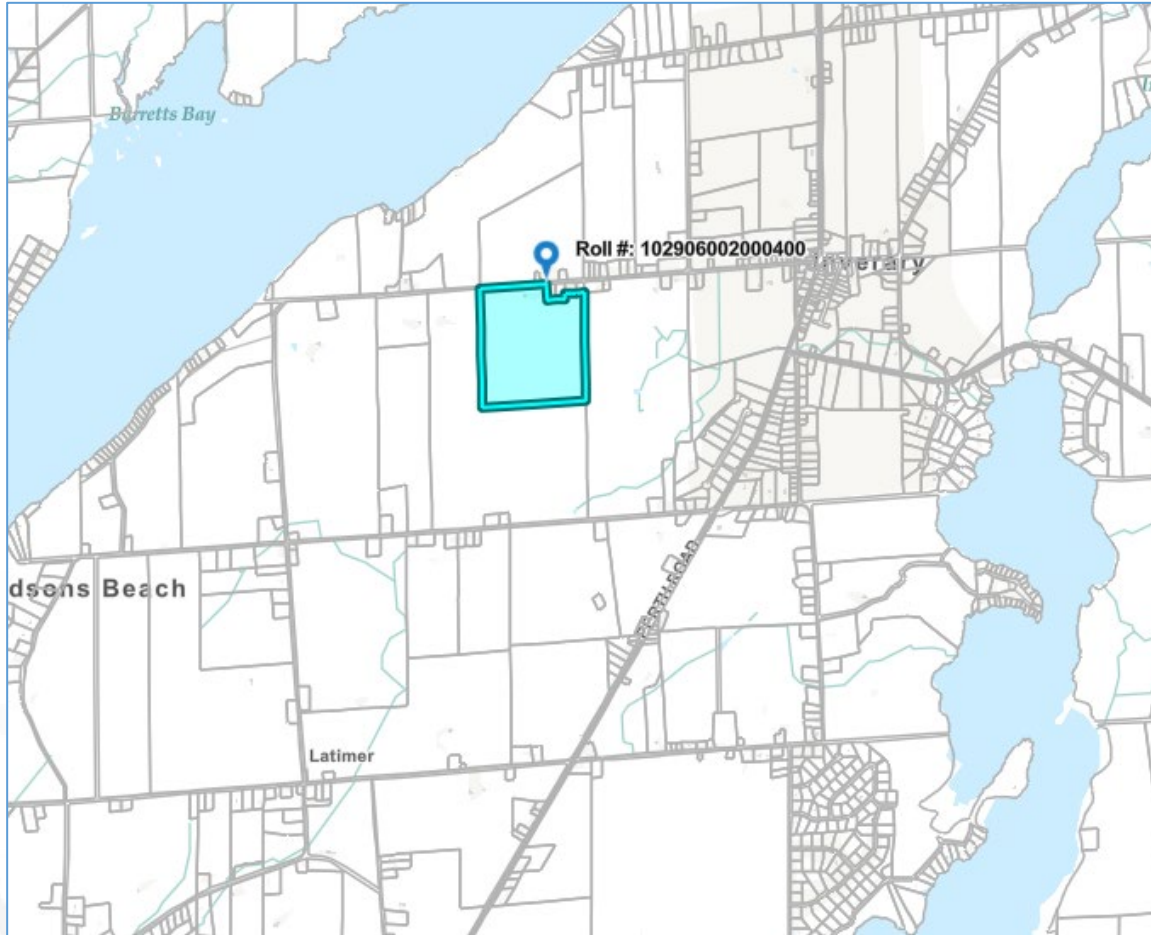
Applicant / Agent: Kevin Bovey

Owner: Charles and Norma Barr

Property: 4382 Latimer Road

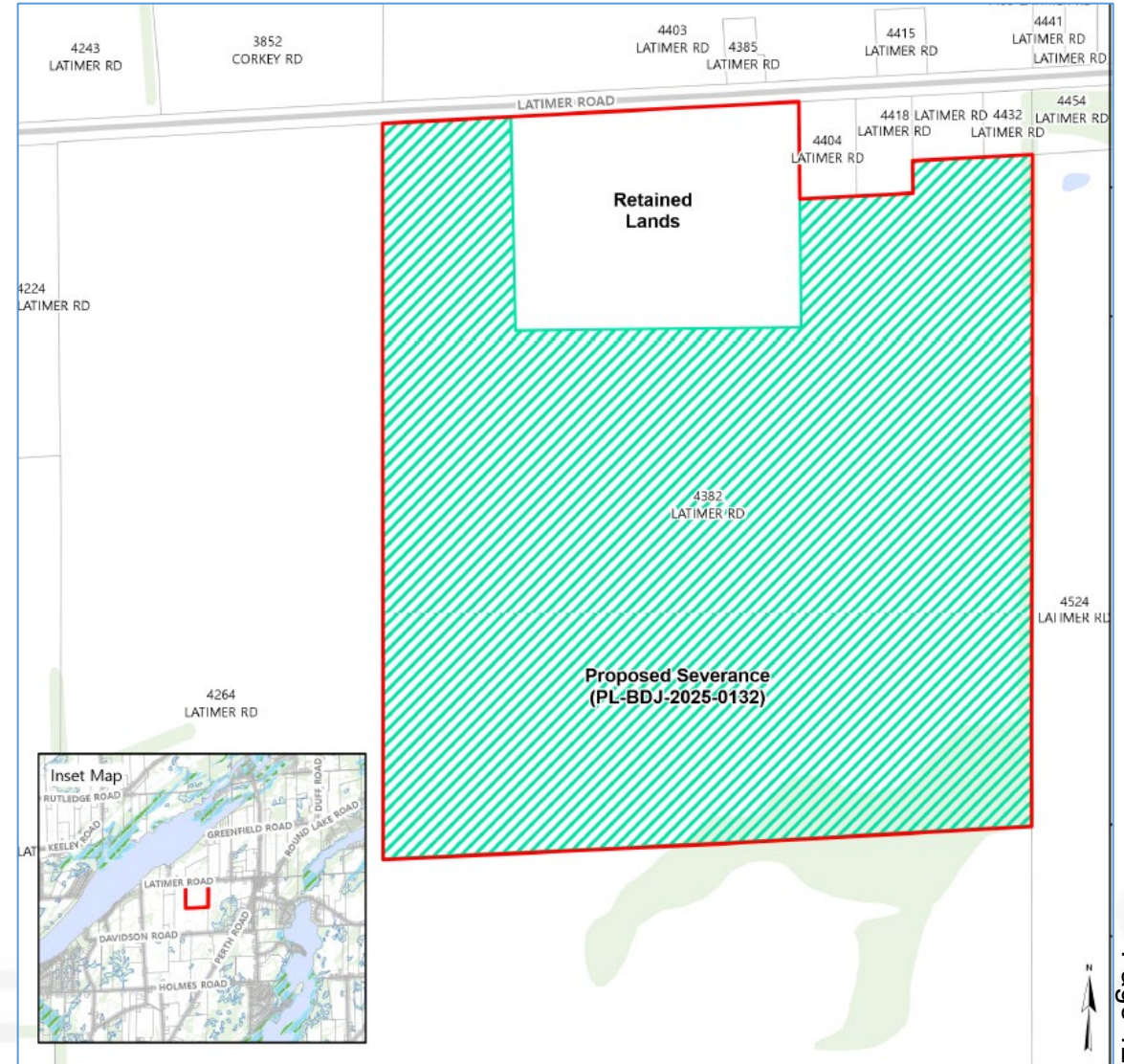


Location

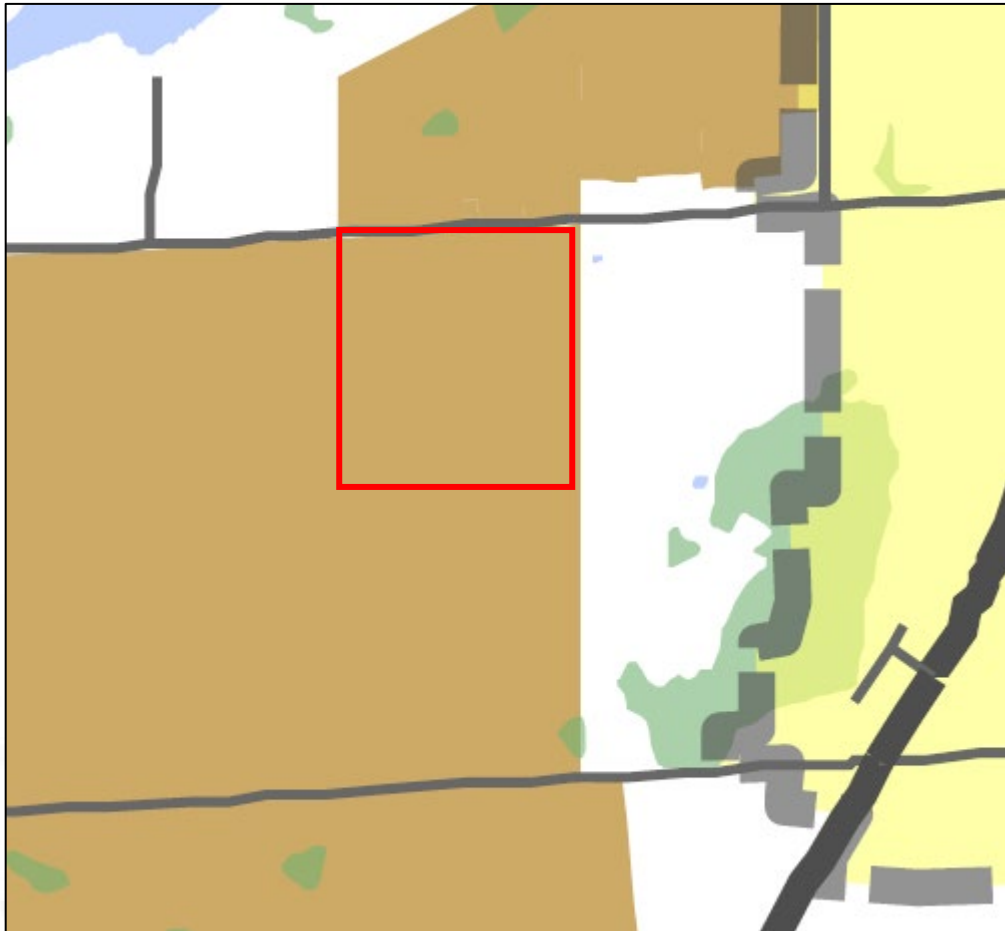


Background

- Conditionally approved consent application PL-BDJ-2025-0132
 - 82 acre farmland severance
 - 14 acre retained house and accessory buildings
- The rezoning is for the severed lot

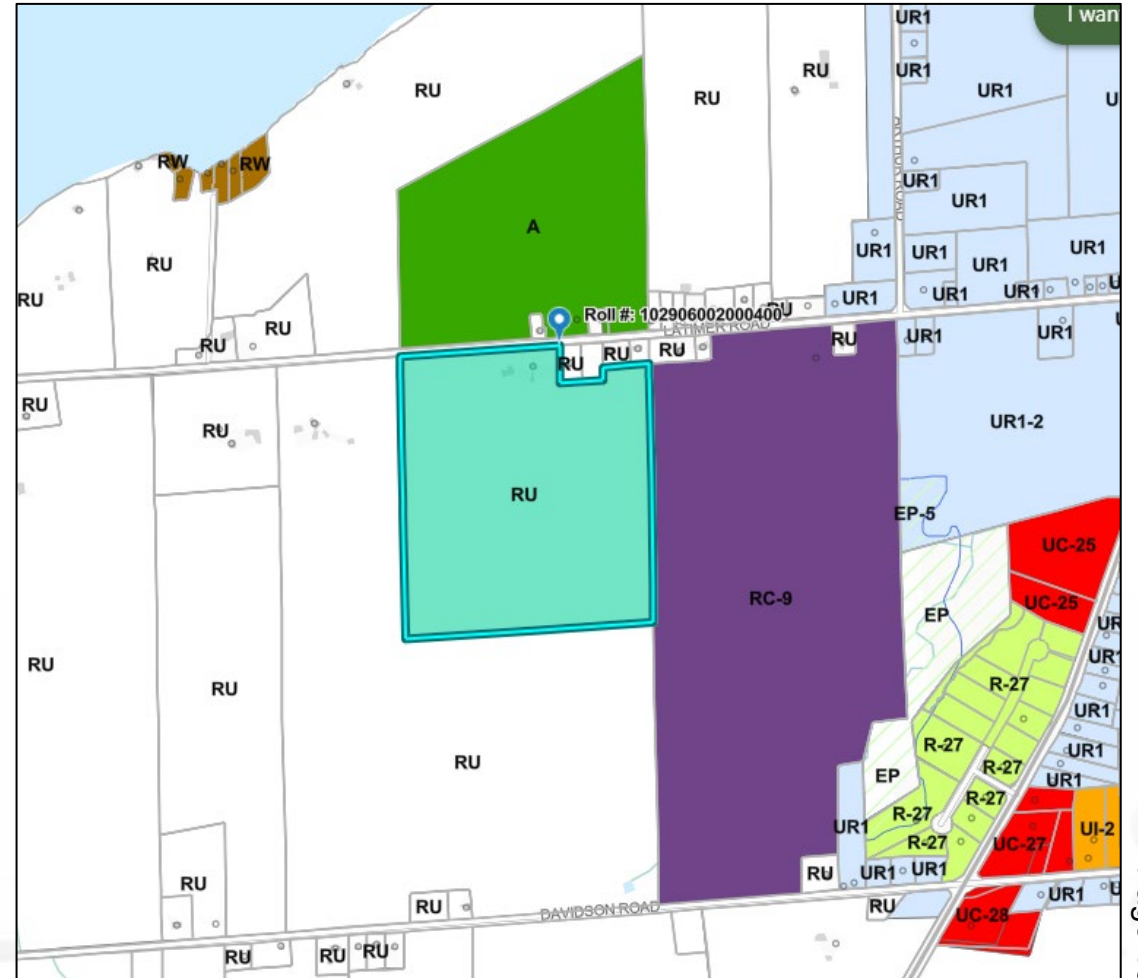


Official Plan



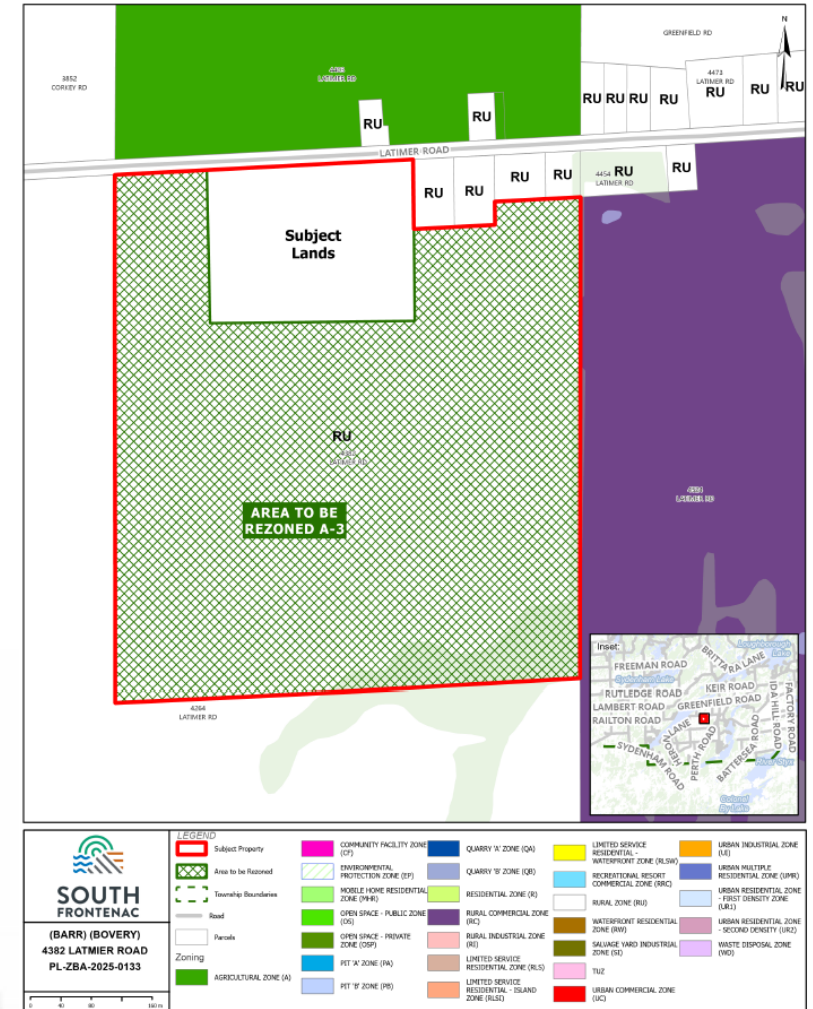
-  Rural
-  Prime Agricultural Area
-  Settlement Area

Zoning By-law



Proposal

- Site-specific Agricultural zone (A-3) on severed lot
- Allow:
 - Agricultural uses
 - Wood lot
 - Open space
 - Hobby farm
- Prohibit all residential uses:
 - Single detached dwelling
 - Group home
 - Home occupation
 - Home industry
 - Garden suite





Buildings on the retained parcel along Latimer Road



One of the fields on the severed parcel

Department and Public Comments

- Public Services had no objection to the proposal



Planning Analysis

- The Provincial Planning Statement encourages protection of agricultural areas
- The Township Official Plan 2025 designates the land as Prime Agricultural
- The proposed re-zoning to the Agricultural Zone would further restrict the uses allowed on the severed lot to ensure the land is kept in agricultural production over the long term

Next Steps

- South Frontenac Council should receive comments from the public
- Staff recommend that Council decide tonight if no concerns are raised



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



PL-ZBA-2026-0004

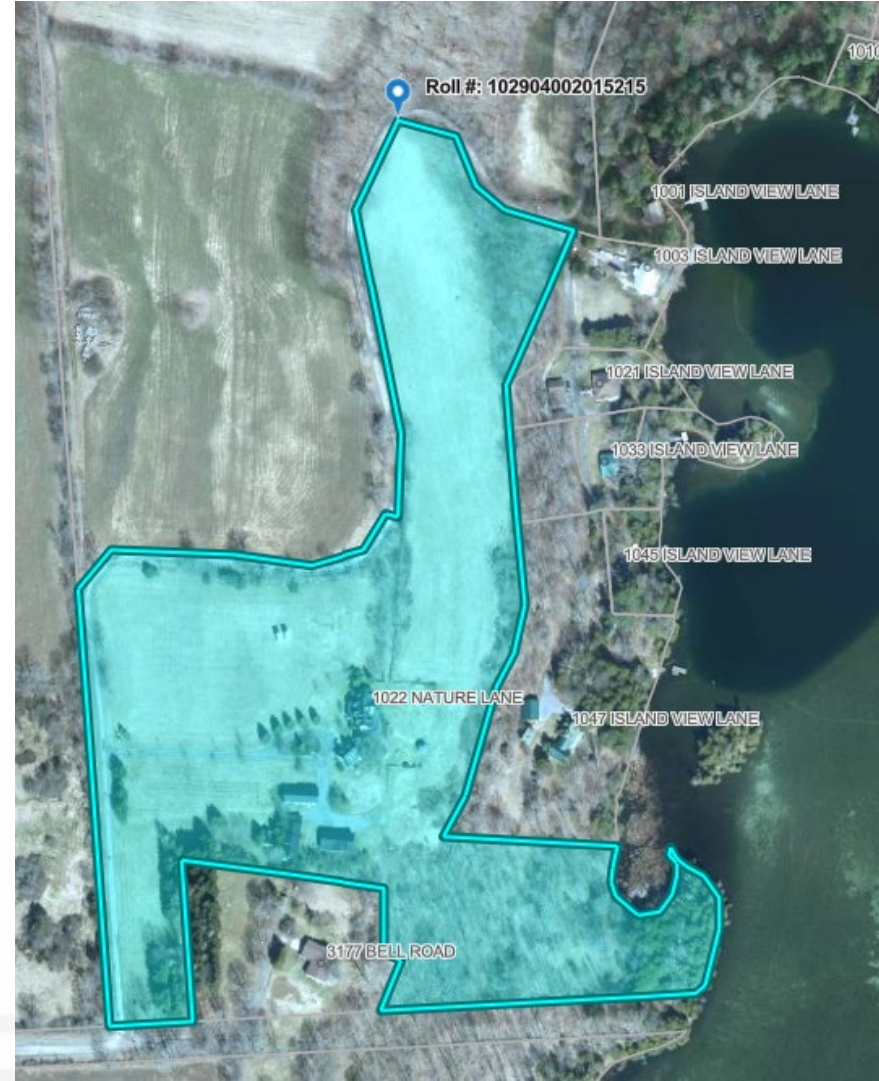
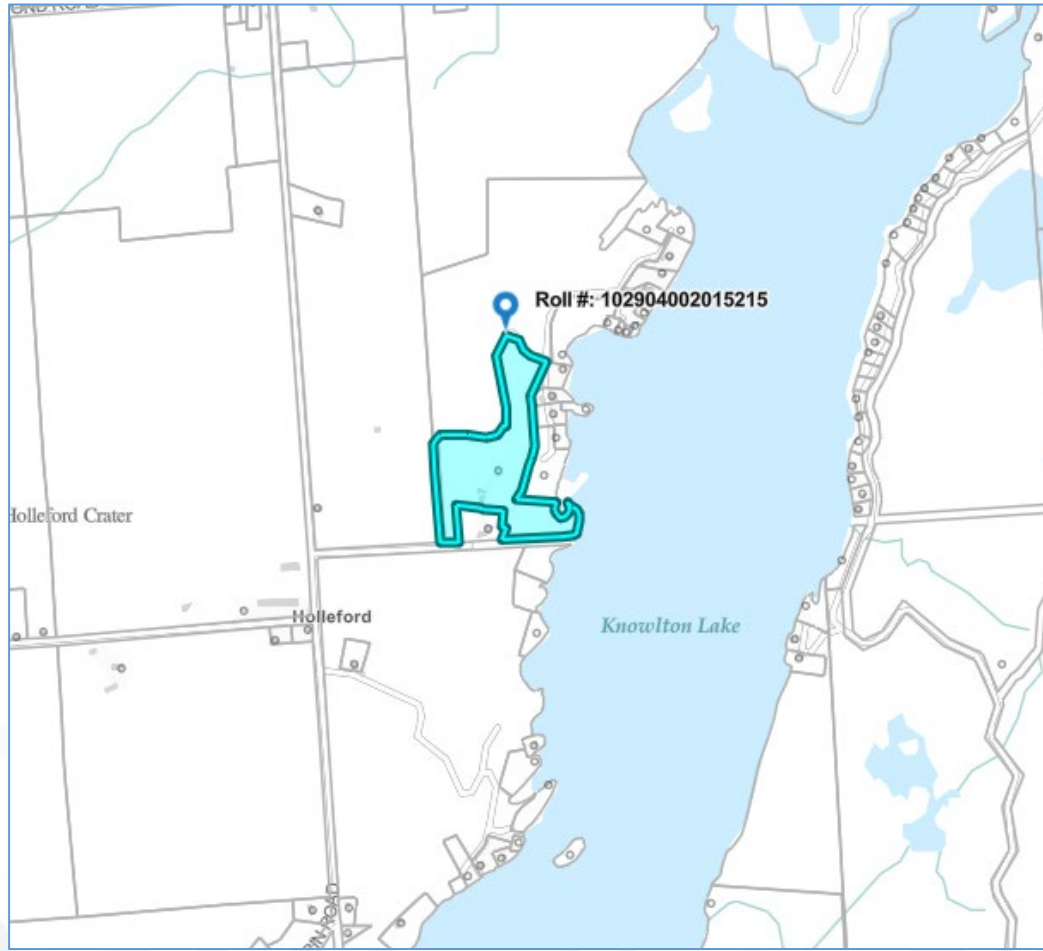
Applicant / Agent: Curtis Nickel

Owner: Karen Nickel

Property: 1022 Nature Lane

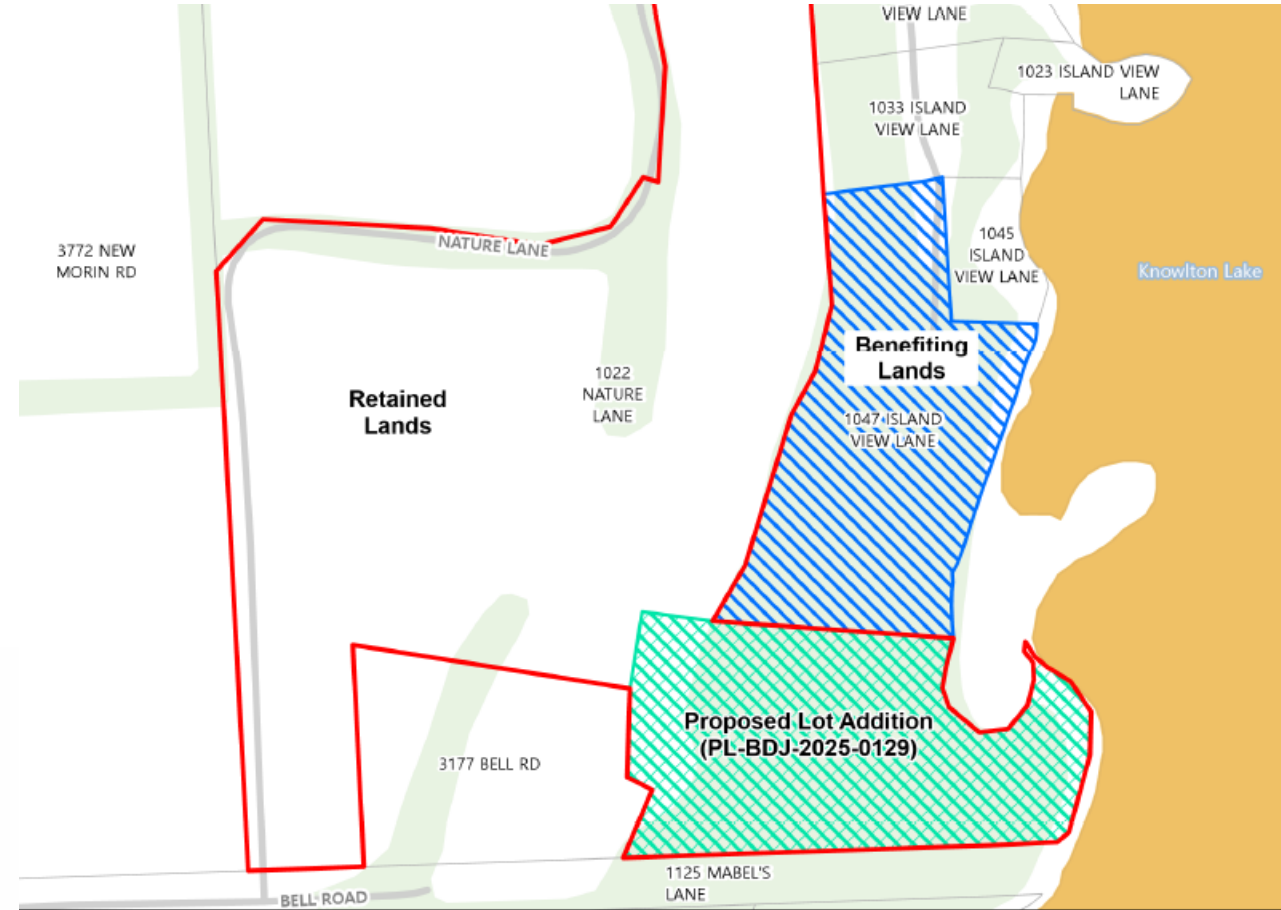


Location



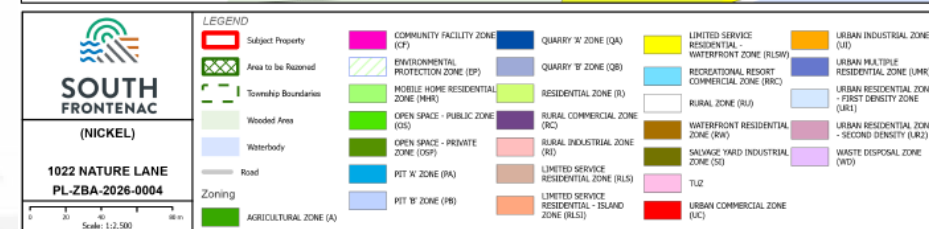
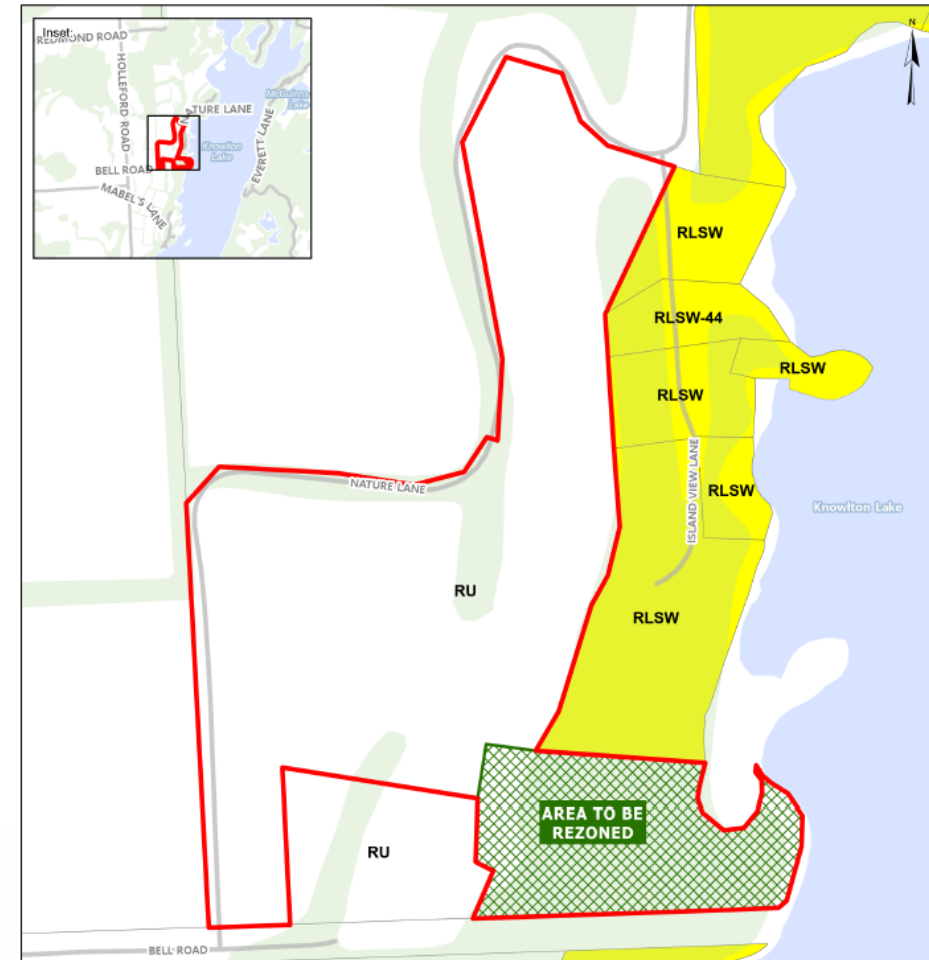
Background

- Conditionally approved consent application PL-BDJ-2025-0129
- 1.4 ha lot addition from 1022 Nature Lane to 1047 Island View Lane



Proposal

- Change zone on lot addition from RU to RLSW



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View of lot addition from rear of 1022 Nature Lane

Department and Public Comments

- Cataraqui Conservation had no comment on the consent and rezoning applications



Planning Analysis

- Waterfront lots accessed by private lane need to be zoned RLSW
- 1047 Island View Lane is zoned RLSW
- Lot addition is zoned RU
- Zone change needed to have consistent zone and to limit use to residential

Next Steps

- South Frontenac Council should receive comments from the public
- Staff recommend that Council decide tonight if no concerns are raised



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



PL-ZBA-2026-0003

Owner: Township of South Frontenac

Applicant/Agent: 2B Developments

Property: 102908008010801 and 102908008010803, Verona Street





The Township of South Frontenac
Verona Housing Project
Zoning By-Law Amendment Application



Apartment Parcel

Townhouse Parcel



Verona

Verona Lake

SITE



Apartment Parcel

Townhouse Parcel

Prince Charles Public School

Verona Free Methodist Church

McMullen Park

Canada Post

ServiceOntario





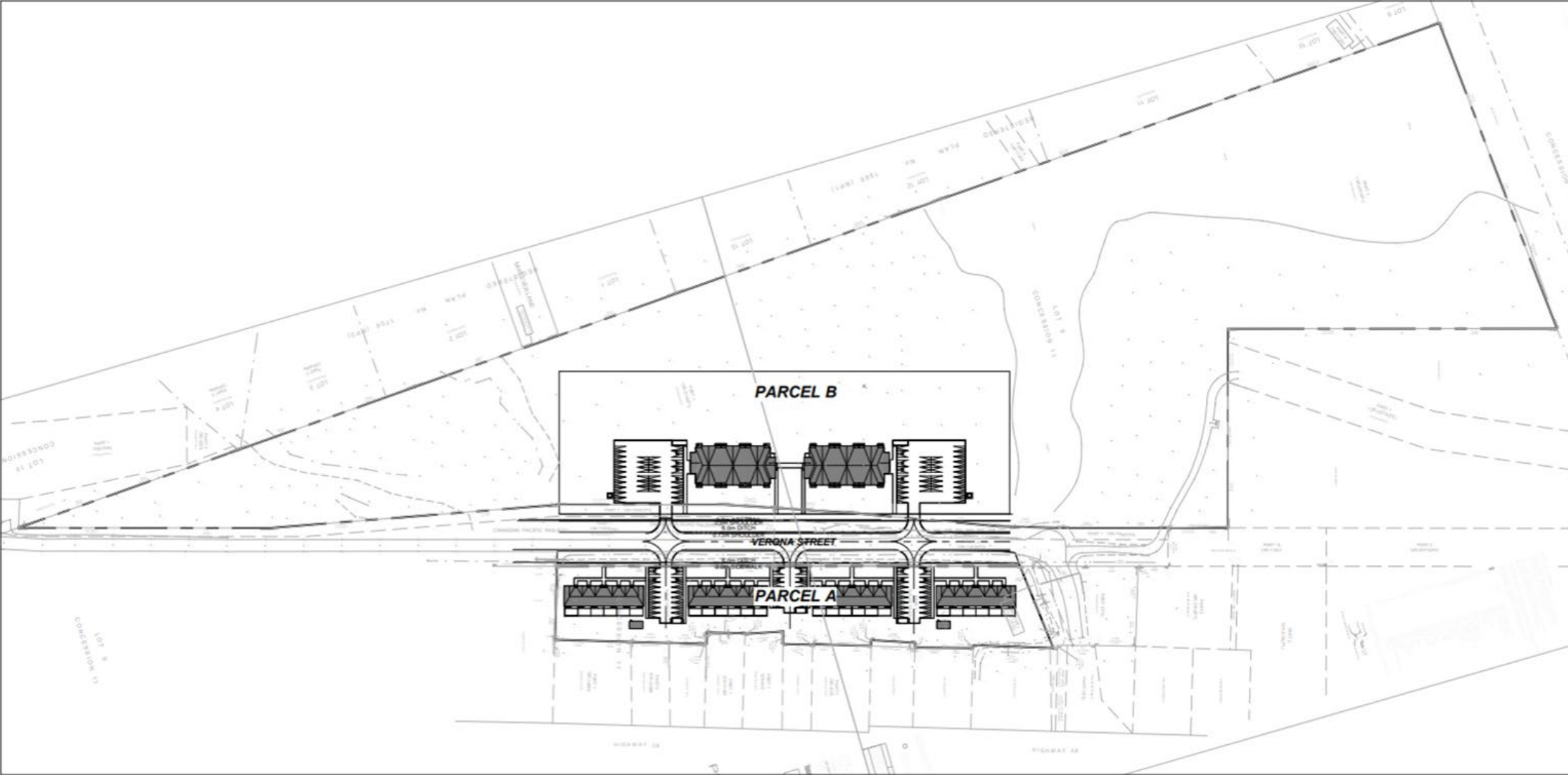
Site Images

(A) - Townhouse Parcel

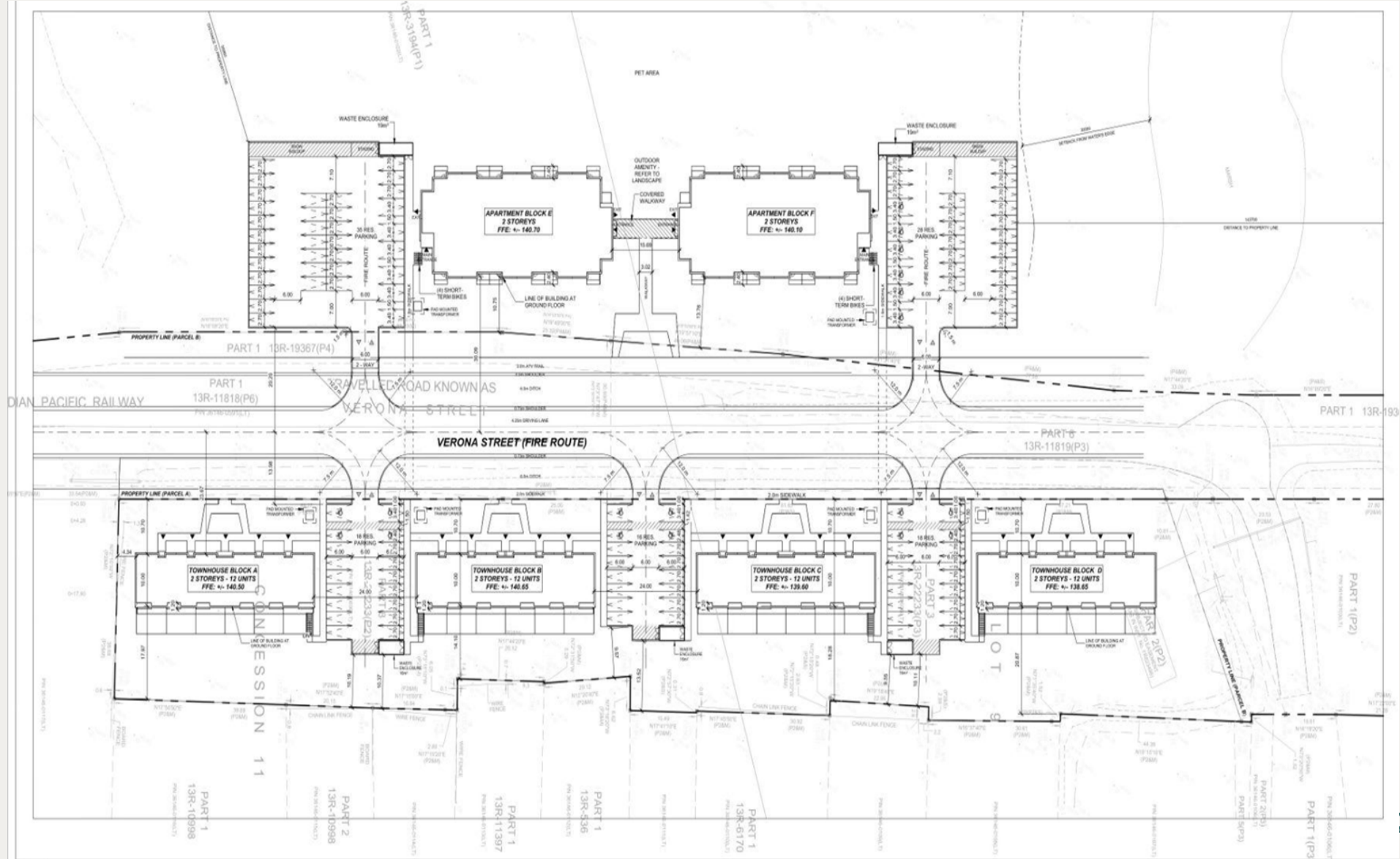
(B) - Apartment Parcel



Verona Site Plan



Verona Site Plan



Housing Mixture Overview

(average unit size: 650 sq ft.)

A



Townhouses: Parcel A

- Total number of units: 48
- Number of 1 bedroom units: 24
- Number of 2 bedroom units: 24
- Gross site area: 108,794 [sq.ft.](#)
- GFA of buildings: 3,104 m²

B



Apartment Complex: Parcel B

- Total Number of units: 44
- Number of 1 bedroom units: 22
- Number of 2 bedroom units: 22
- Gross site area: 964,759 [sq.ft.](#)
- GFA of buildings: 3,148 m²

Gentle Density & Community Impact

Townhouses: Parcel A

- Two story in height
- Special attention to development design
- Barrier-free ground floor

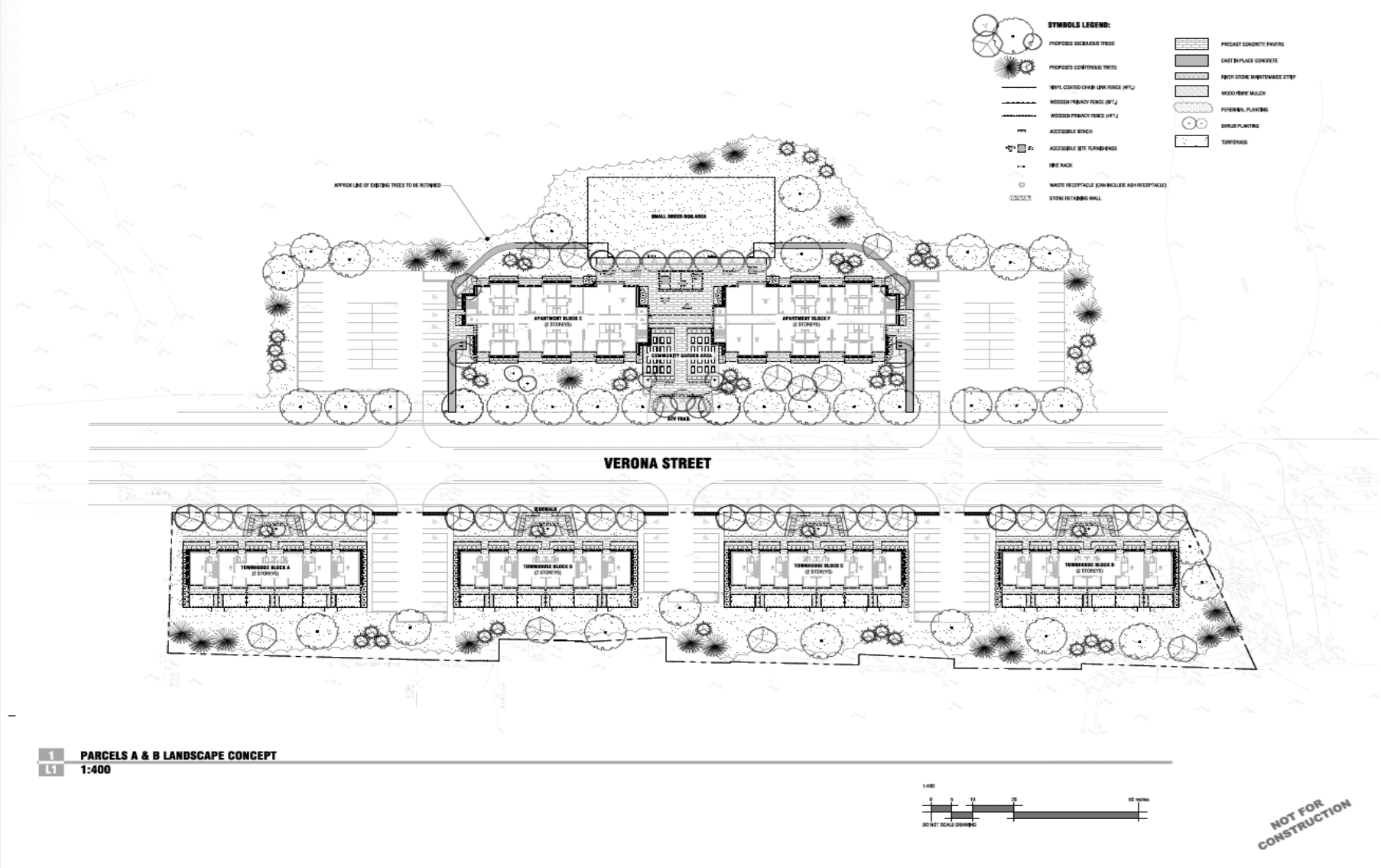


Apartments: Parcel B

- Two story in height
- Special attention to development design
- Accessible units throughout



Landscape Renderings



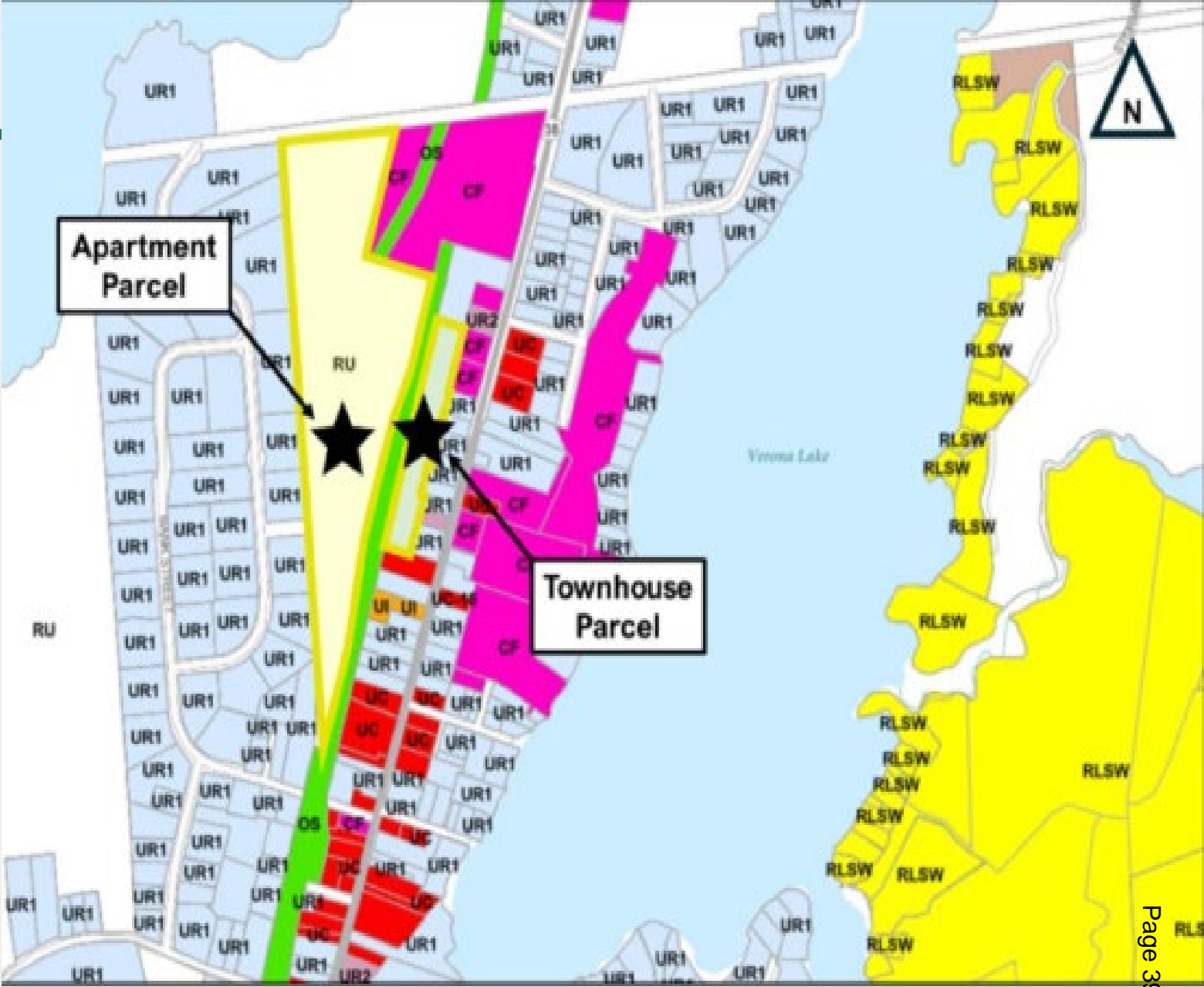
Current Zoning

Townhome Parcel

- UR1 - Urban Residential

Apartment Parcel

- RU - Rural Zone



Proposed ZBA

Current Zoning

Townhome Parcel - Urban Residential – First Density (UR1)

Apartment Parcel - Rural Zone (RU)



Proposed Zoning

Both Apartment and Townhome Parcel zoned at Urban Multiple Residential Zone (UMR)

With a site-specific exception to facilitate site standards and a holding symbol as follows.

Zoning Amendment - Townhouse Parcel

Requested relief and site specific zoning

1. Introduce a new definition for “stacked townhouse” & include permitted use.
2. To decrease the minimum lot area from 96,000 m² to 12,000 m².
3. To decrease the interior side yard setback from 8.0 m to 4.2 m.
4. To reduce the minimum required parking spaces for residential uses from 2 spaces per dwelling unit to 1.25 spaces per dwelling unit – a reduction from 96 required spaces to 60 required spaces.
5. A holding (“H”) symbol to be removed by by-law to permit the development only when an archaeological assessment and an Environmental Impact Study have been completed and/or at the discretion of Township staff.

Zoning Amendment - Apartment Parcel

Requested relief and site specific zoning

1. To introduce a new definition for “apartment building” and include it as a permitted use
2. To reduce the minimum required parking spaces for residential uses from 2 spaces per dwelling unit to 1.25 spaces per dwelling unit – a reduction from 88 required spaces to 55 required spaces
3. A holding (“H”) symbol to be removed by by-law to permit the development only when an archaeological assessment and an Environmental Impact Study have been completed and/or at the discretion of Township staff

ZBA summarized

Zoning Provision	Requirement	Calculation (Townhouse Parcel)	Calculation (Apartment Parcel)	Compliance (Yes / No)
Zone Requirement – UMR – Urban Multiple Residential Zone (Clause 16.3.1)				
Minimum Lot Area (whichever is greater)	a) 8,000 m ² b) 2,000 m ² per dwelling unit	96,000 m ² lot area required based on 48 units Lot is 12,325.1 m ²	88,000 m ² lot area required based on 44 units. Lot is 89,629.0 m ²	Townhouse Parcel: No Apartment Parcel: Yes
Minimum Lot Frontage	76 m	Approx. 305 m	Approx. 670 m	Yes
Minimum Front Yard	10 m	10.7 m	10.75 m	Yes
Minimum Rear Yard	10 m	14.1 m	79.74 m	Yes
Minimum Interior Side Yard	a) 8 m (to a wall of a building containing windows to habitable rooms) b) 3 m (to a wall of a building containing no windows to habitable rooms)	4.34 m	177.83 m	Townhouse Parcel: No Apartment Parcel: Yes
Minimum Exterior Side Yard	10 m	N/A	Beyond 177.83 m	Yes
Maximum Building Height	11 m	8.85 m	9.47 m	Yes

Zoning Provision	Requirement	Calculation (Townhouse Parcel)	Calculation (Apartment Parcel)	Compliance (Yes / No)
Maximum Lot Coverage	30%	12.4% (1,532 m ² / 12,325.1 m ²)	1.8% (1,574 m ² / 89,629.0 m ²)	Yes
Minimum Gross Floor Area per Dwelling Unit	42 m ² plus 13 m ² for each additional bedroom above one	All 1-bedroom units are 54 m ² or larger. All 2-bedroom units are 72 m ² or larger.	All units are 1-bedroom units and are 53 m ² or larger.	Yes
Minimum Number of Dwelling Units in One Principal Building	3 dwelling units	Each building has 12 dwelling units.	Each building has 22 units.	Yes

ZBA summarized

Zoning Provision	Requirement	Calculation (Townhouse Parcel)	Calculation (Apartment Parcel)	Compliance (Yes / No)
Width (Regulation 5.30.2.2)				
Maximum Side and Rear Yard Area Occupied by Parking Spaces, Aisles, or Driveways (Regulation 5.30.2.14)	50%	27%	3%	Yes
Fence Requirement where Parking Area abuts a Residential Zone (Regulation 5.30.2.16)	Fence of at least 1.5 m must be erected and the land within 3 m of the Residential zone must be maintained in open space condition.	N/A	N/A	N/A
Minimum Parking Area Setback (Regulation 5.30.2.17)	1 m from any lot line or street line, 3 m of the boundary of any Residential Zone.	13.98 m	20.19 m	Yes
Minimum Barrier-Free Parking Space Requirement (Regulation 5.30.2.20)	0 – 50: 1 51 – 100: 2 101 – 200: 3 201 – 300: 4 301 – 400: 5 401 – 600: 6	12 (6 Type A, 6 Type B) Note: barrier free parking to be provided in accordance with O Reg 413/12 For 52 parking spaces, 3 barrier free spaces are required. 1 Type A space and 2 Type B spaces.	8 12(8 12Type A) Note: barrier free parking to be provided in accordance with O Reg 413/12 For 64 63 parking spaces, 3 barrier free spaces are required. 1 Type A space and 2 Type B spaces.	Yes, overall site meets combined requirements

Zoning Provision	Requirement	Calculation (Townhouse Parcel)	Calculation (Apartment Parcel)	Compliance (Yes / No)
Minimum Parking Space Requirement – Residential (Regulation 5.30.1.1)	Two (2) spaces per dwelling unit	1.08 parking spaces provided per dwelling unit on lot 1.26 1.25 parking spaces provided per townhouse dwelling unit across both parcels	1.5 1.4 parking spaces provided per dwelling unit on lot 1.26 1.25 parking spaces provided per apartment dwelling unit across both parcels	No
Minimum Parking Space Dimensions (Regulation 5.30.2.1)	2.7 m width by 6 m length	2.7 m width by 6 m length	2.7 m width by 6 m length	Yes
Minimum Driveway	6 m	6 m	6 m	Yes

Provincial Policy Statement (PPS)

Is the amendment consistent with the PPS?

- Proposed amendment is consistent with the Provincial Policy Statement, 2024
 - Proposed development is consistent with Policy 2.1.4, Policy 2.1.6, Policy 2.2.1 , Section 2.2 and Section 2.3 of the PPS

Policy 2.1.4

- Requires municipalities to maintain sufficient designated and serviced land to support at least 15 years of residential growth and a 3-year supply of readily developable units

Policy 2.1.6

- The PPS promotes complete communities by encouraging a diverse mix of housing, land uses, transportation options, and services that improve social equity and quality of life

Policy 2.2.1

- Municipalities must also establish affordable housing targets and facilitate a full range of housing options, including intensification and redevelopment of underutilized sites, to meet current and future needs

Provincial Policy Statement (PPS)

Is the amendment consistent with the PPS?

- Sections 2.2 & 2.3
 - The Proposed Development is consistent with the policies of Section 2.2 and Section 2.3 of the PPS as it will contribute to the creation of complete communities by providing a range of housing options on an undeveloped site in the Verona Settlement Area and help meet the projected needs of current and future residents.
 - The Proposed Development will also contribute to the efficient use of land, infrastructure and public service facilities by introducing a compact built form (i.e. townhouses and apartments) in the Verona Settlement Area.
- Chapter 3 of the PPS as it is supported by a decentralized servicing system that will facilitate housing in a manner which efficiently uses land, servicing and is feasible and financially viable.
- The amendment aligns with PPS natural heritage and cultural heritage policies.
- The Environmental Impact Study confirms that the development will not result in negative impacts to adjacent natural heritage features, with appropriate buffers provided.
- Archaeological resources will be addressed through the implementing zoning by-law and the use of a holding symbol, consistent with PPS requirements.

Official Plan

Is the amendment consistent with the OP?

The proposed Zoning By-law Amendment conforms to the Township of South Frontenac Official Plan.

- The Official Plan identifies Verona as a Settlement Area where growth, residential intensification, and a diversity of housing options are encouraged.
- The proposed development supports the Official Plan's vision and goals by providing a range of housing types, including affordable and non-market housing.
- The proposal supports age-friendly community objectives by allowing residents to remain in the community through different stages of life.
- The use of communal servicing aligns with Official Plan policies that promote compact development forms and efficient servicing within settlement areas.
- The development conforms with Official Plan policies related to environmental protection, compatibility, and built form.
- Natural heritage features and archaeological resources are appropriately buffered, and the scale and form of development are consistent with the intent of managing growth in a sensitive and sustainable manner.

Housing Objectives

- The County's Housing Strategy, established through the Municipal Housing Strategy (2011), is endorsed by County Council and the City of Kingston and focuses on increasing the overall housing stock and affordable housing supply.
- The Strategy encourages the use of surplus or underutilized municipal lands and facilities for housing, and allows Townships to adopt a "housing first" approach when managing surplus or disposal of municipal properties.
- Townships are directed to support affordable housing by enabling a wide range of housing types and promoting intensification within settlement areas.
- County Council is encouraged to support and facilitate affordable housing providers, including through direct or indirect participation in affordable housing delivery and consideration of housing designs that improve affordability.

Conclusion

- ✓ Proposed amendment is consistent with the Provincial Policy Statement, 2024
- ✓ Proposed amendment conforms to the South Frontenac Official Plan, 2025
- ✓ The Proposed Development is permitted in the applicable land use designations and conforms to the strategic directions and policies of the County and the Town's Official Plan.
- ✓ The Proposed Development introduces new building types to the Verona Settlement Area which offers a range of housing options and allows residents to age-in-place.
- ✓ The amendment permits a mix of housing types, including stacked townhouses and apartment units, contributing to residential intensification within the Verona Settlement Area.
- ✓ The amendment aligns with PPS natural heritage and cultural heritage policies, with appropriate buffers provided and no negative impacts identified through the Environmental Impact Study.
- ✓ Archaeological resources will be addressed through the implementing zoning by-law and the application of a holding symbol.
- ✓ The use of communal servicing aligns with Official Plan policies promoting compact development and efficient servicing.

Department and Public Comments

- None at time of agenda publishing

Next Steps

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



Adjourn Public Meeting



Township of South Frontenac

Staff Report



To: Council

From: Director, Development Services

Date of Meeting: February 10, 2026

Subject: Zoning By-law Amendment Application PL-ZBA-2025-0133, 4382 Latimer Road

Report Number: 2026-013

Summary

This report provides Council with information about Zoning By-law Amendment Application PL-ZBA-2025-0133 for a portion of 4382 Latimer Road. If approved, the zone on a portion of the property subject to a consent application would change from Rural (RU) to site specific Agricultural (A-3).

Council will review the proposal and invite public input at the statutory public meeting. Staff are recommending that Council pass a by-law during the Council meeting in which the public meeting is held, per Procedural By-law as Amended by By-law 2023-44.

Recommendation

That Zoning By-law Amendment Application PL-ZBA-2025-0133 regarding 4382 Latimer Road, be approved;

That By-law 2026-08 attached to Report Number 2026-013 as Exhibit A, being a By-law to amend the zoning on a portion of lands known as 4382 Latimer Road, District of Storrington, Township of South Frontenac, be given first and second reading; and

That By-law 2026-08 be presented to Council for third reading.

Background

The subject property is a rural parcel with access from Latimer Road, west of Inverary. It is approximately 38.8 ha (96 acres) in size. The property contains a dwelling, associated accessory buildings, woodlands, and worked agricultural fields.

The neighbourhood contains many small residential properties along Latimer Road, a number of large agricultural land holdings, and a golf course.

The property has an approved consent application to sever the farm fields from the house and accessory buildings. The severed property will be 33.1 ha (82 acres). The retained property including the house and accessory buildings is proposed to be 5.6 ha (14 acres).

The re-zoning application was submitted alongside the consent application because the applicant/agent wants to ensure that the severed property is kept in agricultural production and that no residential development would be allowed in the future.

Specifically, the proposal is to change the zone on the severed land area from RU to A-3. The effect will be to prohibit residential uses so the land can only be used for farming.

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

Application and Supporting Documents

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

Planning Analysis

The proposed Zoning By-law amendment was assessed against the applicable policies of the Provincial Planning Statement 2024, County of Frontenac Official Plan, and Township of South Frontenac Official Plan 2025, as well as the provisions of Zoning By-law No. 2003-75 as amended.

The Provincial Planning Statement (PPS) states that prime agricultural areas shall be designated and protected for long-term use for agriculture. The County Official Plan and Township Official Plan policies are consistent with this policy framework.

The subject lands are in the Prime Agricultural Area designation in the 2025 Township Official Plan. They were designated Rural in the 2003 Official Plan. Zoning By-law No. 2003-75, as amended, has yet to be updated to reflect the change in designation so the subject lands are zoned Rural (RU).

The Rural zone allows a wide variety of uses including agricultural, commercial and residential uses. The Agricultural zone is more restrictive, allowing mostly agricultural and residential uses.

The agent has advised in the application form that they want to further restrict the uses on the severed lands to be only for agriculture to protect the land in the long term. The proposed by-law for the site-specific zone accomplishes that.

Conclusion

It is the opinion of staff that the proposed Zoning By-law amendment is consistent and conforms to the Provincial Planning Statement 2024, the County of Frontenac Official Plan, and the Township of South Frontenac Official Plan 2025.

The amendment proposed would ensure that the severed lands are kept in agricultural production and that the agricultural uses would not be impacted by new residential development in the future. It also represents good planning for the subject lands.

Staff are recommending that Council pass a by-law during the Council meeting in which the public meeting is held, per Procedural By-law as Amended by By-law 2023-44, as the planning matter is technical in nature.

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 e-mail to prescribed persons and public bodies

Notice was also provided on the Township's website.

Attachments

Exhibit A. By-law 2026-08

Approvals

Prepared By: Colin Herrewynen, RPP, MCIP, 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 2026-08**A By-Law to amend By-law 2003-75, as amended, to rezone land from RU to A-3 in Part of Lot 17 N 1/2, Concession 2, District of Storrington: Barr, Bovey**

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

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

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

Whereas 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 "C" to Zoning By-law Number 2003-75 as amended, is hereby further amended by changing the zoning from Rural (RU) to Agricultural (A-3) for lands shown on Schedule "1".
2. That Zoning By-law Number 2003-75 as amended is hereby further amended by adding a new section A-3 (Part of Lot 17 N 1/2, Concession 2, Storrington District: Barr, Bovey) immediately after the last Agricultural Special Provision Section to read as follows:

A-3 (Part of Lot 17 N 1/2, Concession 2, Storrington District: Barr, Bovey)

Notwithstanding the permitted uses of section 6.2 or any other provision of this By-law to the contrary, on the lands zoned Special Agricultural (A-3) Zone the following uses are prohibited:

- a single detached dwelling as an accessory use to agriculture
- a single detached dwelling
- a group home
- a home occupation
- a home industry
- a garden suite
- accessory buildings or uses to the above uses

All other provisions of this by-law shall apply

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

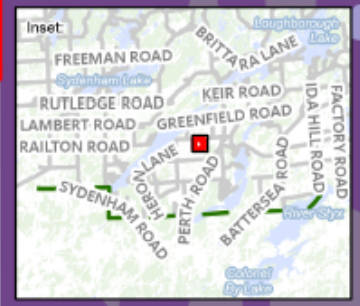
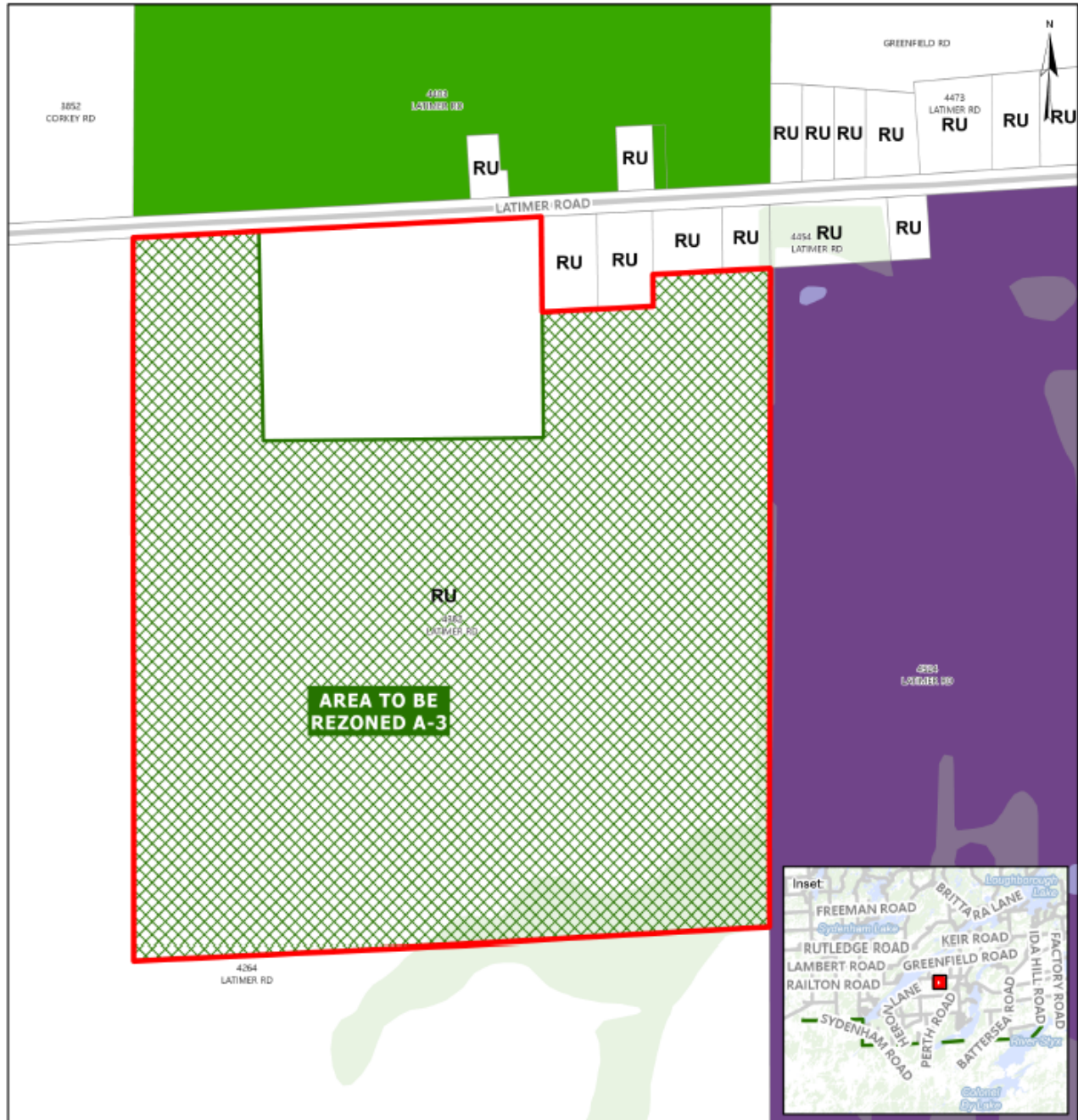
Given First and Second Readings: Tuesday, February 10, 2026

Given Third Reading and Passed: Tuesday, February 10, 2026

James Thompson, Clerk

Ron Vandewal, Mayor

Schedule 1 of By-law 2026-08



<p>SOUTH FRONTENAC</p> <p>(BARR) (BOVERY) 4382 LATMIER ROAD PL-ZBA-2025-0133</p> <p>Scale: 1:5,000</p>	<p>LEGEND</p> <p> Subject Property</p> <p> Area to be Rezoned</p> <p> Township Boundaries</p> <p> Road</p> <p> Parcels</p> <p>Zoning</p> <p> AGRICULTURAL ZONE (A)</p>		<p> COMMUNITY FACILITY ZONE (CF)</p> <p> ENVIRONMENTAL PROTECTION ZONE (EP)</p> <p> MOBILE HOME RESIDENTIAL ZONE (MHR)</p> <p> OPEN SPACE - PUBLIC ZONE (OS)</p> <p> OPEN SPACE - PRIVATE ZONE (OSP)</p> <p> PIT 'W' ZONE (PW)</p> <p> PIT 'B' ZONE (PB)</p>	<p> QUARRY 'W' ZONE (QA)</p> <p> QUARRY 'B' ZONE (QB)</p> <p> RESIDENTIAL ZONE (R)</p> <p> RURAL COMMERCIAL ZONE (RC)</p> <p> RURAL INDUSTRIAL ZONE (RI)</p> <p> LIMITED SERVICE RESIDENTIAL ZONE (RLS)</p> <p> LIMITED SERVICE RESIDENTIAL - ISLAND ZONE (RLSI)</p>	<p> LIMITED SERVICE WATERFRONT ZONE (RLSW)</p> <p> RECREATIONAL RESORT COMMERCIAL ZONE (RRC)</p> <p> RURAL ZONE (RU)</p> <p> WATERFRONT RESIDENTIAL ZONE (RW)</p> <p> SALVAGE YARD INDUSTRIAL ZONE (SI)</p> <p> TUZ</p> <p> URBAN COMMERCIAL ZONE (UC)</p>	<p> URBAN INDUSTRIAL ZONE (UI)</p> <p> URBAN MULTIPLE RESIDENTIAL ZONE (UMR)</p> <p> URBAN RESIDENTIAL ZONE - FIRST DENSITY ZONE (UR1)</p> <p> URBAN RESIDENTIAL ZONE - SECOND DENSITY (UR2)</p> <p> WASTE DISPOSAL ZONE (WD)</p>
	<p> URBAN INDUSTRIAL ZONE (UI)</p> <p> URBAN MULTIPLE RESIDENTIAL ZONE (UMR)</p> <p> URBAN RESIDENTIAL ZONE - FIRST DENSITY ZONE (UR1)</p> <p> URBAN RESIDENTIAL ZONE - SECOND DENSITY (UR2)</p> <p> WASTE DISPOSAL ZONE (WD)</p>					

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Township of South Frontenac

Staff Report



To: Council

From: Director, Development Services

Date of Meeting: February 10, 2026

Subject: Zoning By-law Amendment Application PL-ZBA-2026-0004, 1022 Nature Lane

Report Number: 2026-014

Summary

This report provides Council with information about Zoning By-law Amendment Application PL-ZBA-2026-0004 for a portion of 1120 Nature Lane. If approved, the zone on a portion of the property subject to a consent application would change from Rural (RU) to Limited Service Residential – Waterfront (RLSW).

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

Recommendation

That Zoning By-law Amendment Application PL-ZBA-2026-0004 regarding 1220 Nature Lane, be approved;

That By-law 2026-09 attached to Report Number 2026-014 as Exhibit A, being a By-law to amend the zoning on a portion of lands known as 1022 Nature Lane, District of Loughborough, Township of South Frontenac, be given first and second reading; and

That By-law 2026-09 be presented to Council for third reading.

Background

The subject property is a rural parcel with access from Bell Road and Nature Lane. It also has frontage on Knowlton Lake. The property is approximately 7.27 ha (17.9 acres) in size. It consists of woodlands, sloped areas toward Knowlton Lake, and a small frontage along Knowlton Lake. The property has a dwelling and accessory buildings.

The neighbourhood contains many small waterfront properties with cottages. There is also a big landholding west of the subject property along Bell Road and Nature Lane.

Within the Township Official Plan (2025), the property is designated as Rural. The subject property is zoned Rural (RU) within Zoning By-law No. 2003-75, as amended.

The subject property has an approved consent application for a lot addition of approximately 1.43 ha to be conveyed from 1120 Nature Lane to 1047 Island View Lane. The purpose of the lot addition is to keep the land with 1047 Island View Lane, and to protect the waterfront area of Knowlton Lake from development.

The proposal is to change the zone on the lot addition area from RU to RLSW. The effect will be to match the existing zoning of the benefitting parcel at 1047 Island View Lane. This would therefore make the zoning on the enlarged property consistent.

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

Application and Supporting Documents

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

Public Comments

The Township did not receive any public comments at the time staff prepared this report.

Planning Analysis

The Director of Development Services had consideration for the applicable policies of the Provincial Policy Statement 2024, County of Frontenac Official Plan, and Township of South Frontenac Official Plan 2025, as well as the provisions of Zoning By-law No. 2003-75, in the decision to grant provisional approval for the consent application.

The Provincial Planning Statement (2024) allows residential lot creation and uses on Rural lands where site conditions are suitable for the provision of appropriate sewage and water services.

The County Official Plan and the Township Official Plan permit limited-service waterfront residential development in the Rural designation. This type of development has its primary means of access from a private road or a navigable waterway. Section 4.2.3.1(e) of the Township Official Plan requires limited-service residential uses to be zoned in a separate category.

The proposed by-law will place the enlarged parcel entirely within the RLSW zone. This will ensure consistent implementation and interpretation of the Zoning By-law should additional development be proposed in the future.

Conclusion

It is the opinion of staff that the proposed Zoning By-law amendment is consistent and conforms to the Provincial Planning Statement 2024, the County of Frontenac Official Plan, and the Township of South Frontenac Official Plan 2025. It also represents good planning for the subject lands.

Staff are recommending that Council pass a by-law during the Council meeting in which the public meeting is held, per Procedural By-law as Amended by By-law 2023-44, as the planning matter is technical in nature. Specifically, the Director of Development Services

had consideration for all applicable policy in the decision to grant provisional approval to the consent application, and the proposed by-law will fulfill one of the conditions.

Financial Implications

Not applicable.

Relationship to Strategic Plan

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

Climate Considerations

Not applicable to this report.

Notice/Consultation

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

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

Notice was also provided on the Township's website.

Attachments

Exhibit A - By-law 2026-09

Approvals

Prepared By: Colin Herrewynen, RPP, MCIP, 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 2026-09**A By-Law to amend By-law 2003-75, as amended, to rezone land from RU to RLSW in Part of Lot 1 and 2, Concession 9, District of Loughborough: Nickel**

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

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

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

Whereas 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 "B" to Zoning By-law Number 2003-75 as amended, is hereby further amended by changing the zoning from Rural (RU) to Limited Service Residential – Waterfront (RLSW) for lands shown on Schedule "1".
2. This By-law shall come into force in accordance with Section 34 of the *Planning Act*, 1990, as amended, either upon the date of passage or as otherwise provided by said Section 34.

Given First and Second Readings: Tuesday, February 10, 2026

Given Third Reading and Passed: Tuesday, February 10, 2026

James Thompson, Clerk

Ron Vandewal, Mayor

Schedule 1 of By-law 2026-09



1022 NATURE LANE
PL-ZBA-2026-0004

Scale: 1:2,500

LEGEND

Subject Property	COMMUNITY FACILITY ZONE (CF)	QUARRY 'W' 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)
Wooded Area	OPEN SPACE - PUBLIC ZONE (OS)	RURAL COMMERCIAL ZONE (RC)	WATERFRONT RESIDENTIAL ZONE (RW)	URBAN RESIDENTIAL ZONE - SECOND DENSITY (UR2)
Waterbody	OPEN SPACE - PRIVATE ZONE (OSP)	RURAL INDUSTRIAL ZONE (RI)	SALVAGE YARD INDUSTRIAL ZONE (SI)	WASTE DISPOSAL ZONE (WD)
Road	PIT 'W' ZONE (PA)	LIMITED SERVICE RESIDENTIAL ZONE (RLS)	TUZ	URBAN COMMERCIAL ZONE (UC)
Zoning	PIT 'B' ZONE (PB)	LIMITED SERVICE RESIDENTIAL - ISLAND ZONE (RLSI)		
AGRICULTURAL ZONE (A)				

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Township of South Frontenac

Staff Report



To: Council

From: Director, Development Services

Date of Meeting: February 10, 2026

Subject: Public Meeting for Zoning By-law Amendment Application PL-ZBA-2026-0003, 102908008010801 and 102908008010803, Verona Street

Report Number: 2026-015

Summary

This report provides Council with information about Zoning By-law Amendment Application PL-ZBA-2026-0003 for two Township-owned properties on Verona Street. The application requests the Rural (RU) and Urban Residential – First Density (UR1) zones on the properties be changed to Urban Multiple Residential (UMR) to allow four stacked townhouse buildings and two apartment buildings.

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 properties are located on the west and east sides of Verona Street in Verona. There is a residential subdivision to the west. There are residential and commercial properties to the east, along Road 38. The K&P Trail runs the length of Verona Street. The western property is 9 hectares (22 acres) in size with 630 metres frontage. The eastern property is 1.2 hectares (3 acres) in size with 300 metres frontage.

The Township proposes to construct two apartment buildings (total 44 units) on the west side of the road and four stacked townhouse buildings (total 48 units) on the east side of the road. All the buildings would have two storeys. The buildings would be connected to a proposed municipal water system and wastewater system.

The purpose of the proposed by-law is to change the zones on the properties from Rural (RU) and Urban Residential - First Density (UR1) to Urban Multiple Residential (UMR). The UMR zones would be site-specific to address building type, lot area, building setbacks, and

minimum parking requirements. The zones would also have a holding symbol that would only be removed to allow this development once all studies are completed.

Under the *Planning Act*, a public meeting is required to receive comments from the public on the proposed zoning by-law amendment.

Application and Supporting Documents

The application and supporting documents can be accessed through the Township's CivicWeb Document Center, <https://southfrontenac.civicweb.net/filepro/documents/126661/>

Planning Rationale

A Planning Rationale (WSP, December 15, 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 draft by-laws that are attached to the staff report were prepared by WSP.

Plans and Drawings

A site plan and landscape plan, as well as building elevation drawings and plans, were provided to help visualize the proposed development.

Environmental Impact Study

An Environmental Impact Study (EIS) (Cambium, December 9, 2025) was submitted in support of the application. The purpose of the EIS was to identify and evaluate the significance of any natural heritage features on the subject property and within the broader study area, as well as to assess the potential impacts from the proposed development, and to recommend appropriate mitigation measures.

The consultants identified a wetland and watercourse at the north end of the western property. They determined that several types of significant wildlife habitat are associated with the wetland. Impacts are anticipated to be minimal to negligible on the features and habitats since the development is proposed to be more than 30 metres from the wetland.

The consultants also identified a young forest on the western property. The eastern property has a treed plantation. They determined that several types of significant wildlife habitat are associated with the woodland and the rock formations on the western property. These include confirmed bat maternity colony habitat, confirmed amphibian woodland breeding habitat, candidate reptile hibernacula, and candidate woodland raptor nesting. There were also a few species at risk identified. A "candidate" habitat is an identified area that is potentially suitable for the survival of a species.

For the bat and bird species, the EIS determined that given the mobile nature of these species, abundance of available habitat nearby, and overall minimal loss of woodland habitat, overall impacts are anticipated to be negligible.

Potential impacts from vegetation clearing and development include minor loss of foraging habitat, encroachment, and increased disturbances from human presence and interactions.

The EIS recommended a minimum 30 metre setback from the wetland. It also recommended a 25 metre setback from the rock formations. Several best management practices were recommended including the use of silt fences, encouraging water infiltration, restricting the timing of tree clearing, minimizing tree clearing and maintaining wooded areas, domestic animal control. Figure 4 of the report shows the potential developable areas on both properties.

Envision Consultants reviewed the EIS on behalf of the Township. They found that the EIS, as is, is sufficient to support the rezoning application. They agreed with the overall findings, conclusions and recommendations provided by Cambium and acknowledged that a fulsome set of ecological surveys was conducted. They agreed with the recommendation that the EIS should be updated following the design of grading limits, stormwater, sewage, and water treatment systems. Envision Consultants provided several comments that are recommended to be incorporated into the updated EIS at a future development application stage. Township staff will ask for clarification on what the additional study would consist of, or whether the EIS should include recommendations for design considerations.

Traffic Impact Study

A traffic impact study (Robinson Consultants Inc., January 9, 2026) was submitted in support of the application. The study assessed changes in local traffic patterns, and identified and assessed traffic impacts on the existing and future road network. The consultant concluded that site-generated traffic would have negligible impacts on the transportation network. They also concluded that traffic signals and left turn lanes are not warranted at the Bank Street/Genge Street – Road 38 intersection. In addition, they found that there are deficiencies in pedestrian connectivity and protection. Finally, the proposed parking lot configurations would provide a constrained operating environment for fire trucks and garbage trucks. These matters will need to be addressed at the site plan control stage.

Discussion

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 (2025), as well as the provisions of Zoning By-law No. 2003-75 as amended.

This section of the report provides an overview of the high-level policy themes that apply to the proposal. A detailed policy analysis will be provided in a subsequent report to Council following the public meeting. The report will include a by-law for consideration by Council.

Staff expect that the draft by-law will need to be refined based on the technical review of the proposal, and with consideration for any public comments received.

Settlement Areas and Housing Options

The subject properties are designated Settlement Area in the Township of South Frontenac Official Plan (2025).

Settlement areas are to be the focus of growth and development. They need to accommodate a mix of housing types, employment, institutional, recreation, park and open space and other uses to meet the long-term needs of a community. When directing development to a settlement area, there needs to be consideration for locally appropriate rural characteristics, the scale of development and the provision of appropriate service levels.

Servicing

Municipal water and sewage services is the preferred form of servicing for development in Settlement Areas. These services can enable more housing and different types of housing in a smaller space. Municipal water and sewage services require Provincial approval through the Environmental Assessment process. The Township is in the process of completing the required studies. A hydrogeological assessment is one of the required studies. This assessment is used to demonstrate that there will be an adequate water supply for the development, and that there will be no interference from sewage disposal or unsustainable draw down of the water table. The outcome of the study could influence the final number of dwelling units proposed and the final version of a proposed by-law.

Environmental Protection

Natural features and areas are supposed to be protected for the long term. Development is not allowed in these areas unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions.

The submitted EIS demonstrated that there would be no negative impact on the identified features or their ecological functions provided the recommendations are implemented. The EIS recommended further study at the detailed design stage. Such study could influence the proposed development and the final version of the proposed by-law. This is the reason why a holding symbol was included in the draft by-law from WSP.

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 e-mail to prescribed persons and public bodies

Notice was also posted on the Township website.

Attachments

Exhibit A – Draft By-law

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, CGA, CPA
Chief Administrative Officer

Township of South Frontenac

BY-LAW NO. XXXX-XX

A By-law to amend By-law 2003-75, as amended, to rezone land from Urban Residential – First Density Zone (UR1) to Urban Multiple Residential Zone (UMR) – Special Urban Multiple Residential Zone (UMR-XX) on lands described as [insert legal description]

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

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

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

Whereas 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 “X” [staff to advise which zoning schedule] to Zoning By-law Number 2003-75 as amended, is hereby further amended by changing the zoning from Urban Residential – First Density Zone (UR1) to Urban Multiple Residential Zone (UMR) – Special Urban Multiple Residential Zone (UMR-XX) for lands shown on Schedule “1”.
2. That Zoning By-law Number 2003-75 as amended is hereby further amended by adding a new section UMR-XX ([insert legal description]) immediately after the last UMR – Special Provision section to read as follows:

UMR-XX-H ([insert legal description])

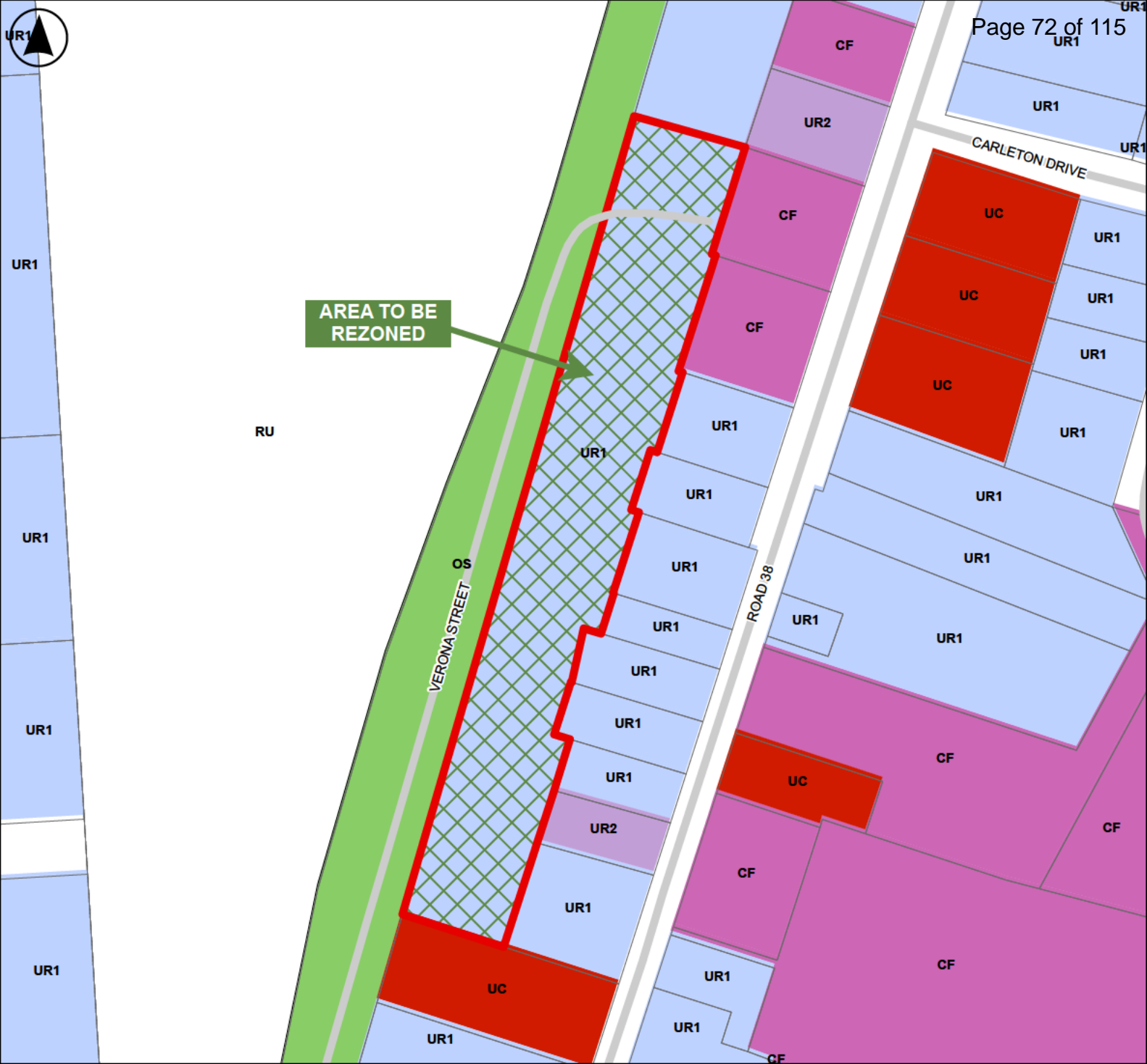
Notwithstanding the provisions of Section 5 and Section 16 or any other provision of this By-law to the contrary, on the lands zoned Special Urban Multiple Residential Zone (UMR-XX), the following provisions apply:

- For the purposes of this exception, a “stacked townhouse” shall mean a separate building containing three or more dwelling units which are both vertically and horizontally attached and which have separate private entrances from the exterior of the building or a common hallway, stairway, or vestibule.
- A stacked townhouse is a permitted use
- Lot Area (Minimum) 12000 sq. metres
- Interior Side Yard (Minimum) 4.2 metres
- Minimum Residential Parking Requirement 1.25 spaces for every dwelling unit

The holding (“H”) symbol is to be removed by by-law to permit the development only when an archaeological assessment and an environmental impact assessment have been completed and/or at the discretion of Township staff.

All other provision 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



SOUTH FRONTENAC

**(Verona Housing)
Verona Street**

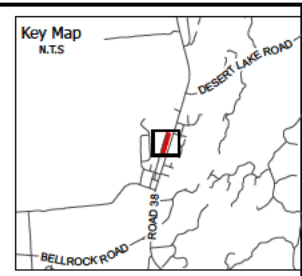
PL-ZBA-2025-XXXX

0 10 20 40 60
Meters

SCALE: 1:2,000

Legend

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



Township of South Frontenac

BY-LAW NO. XXXX-XX

A By-law to amend By-law 2003-75, as amended, to rezone land from Rural Zone (RU) to Urban Multiple Residential Zone (UMR) – Special Urban Multiple Residential Zone (UMR-XX-H) on lands described as [insert legal description]

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

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

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

Whereas 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 "X" [staff to advise which zoning schedule] to Zoning By-law Number 2003-75 as amended, is hereby further amended by changing the zoning from Rural Zone (RU) to Urban Multiple Residential Zone (UMR) – Special Urban Multiple Residential Zone (UMR-XX-H) for lands shown on Schedule "1".
2. That Zoning By-law Number 2003-75 as amended is hereby further amended by adding a new section UMR-XX-H ([insert legal description]) immediately after the last UMR – Special Provision section to read as follows:

UMR-XX-H ([insert legal description])

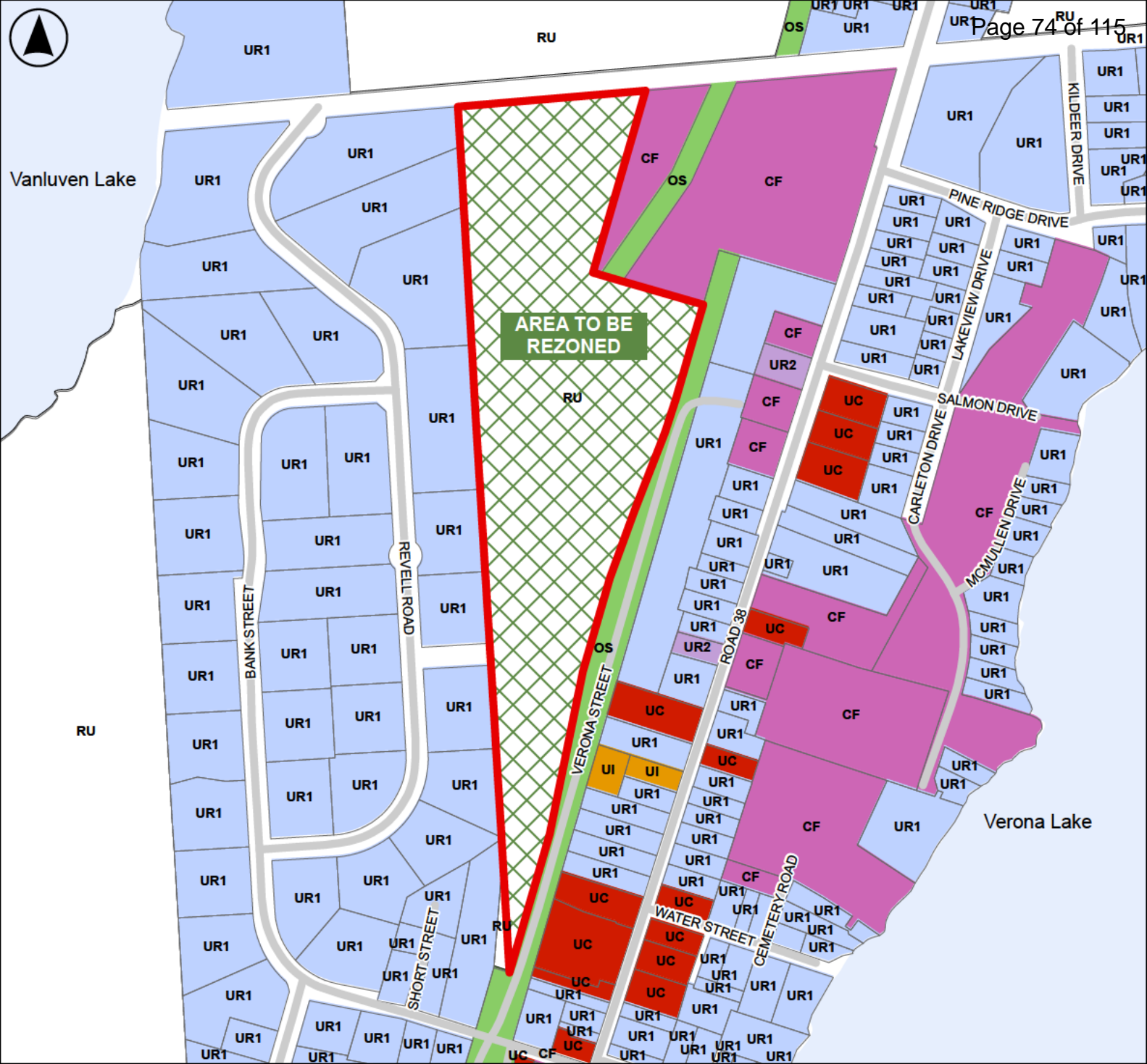
Notwithstanding the provisions of Section 5 and Section 16 or any other provision of this By-law to the contrary, on the lands zoned Special Urban Multiple Residential Zone (UMR-XX-H), the following provisions apply:

- For the purposes of this exception, an "apartment building" shall mean a separate building containing three or more dwelling units which may be both vertically and horizontally attached and which have separate private entrances from the exterior of the building or a common hallway, stairway, or vestibule.
- An apartment building is a permitted use
- Minimum Residential Parking Requirement 1.25 spaces for every dwelling unit

The holding ("H") symbol is to be removed by by-law to permit the development only when an archaeological assessment and an environmental impact assessment have been completed and/or at the discretion of Township staff.

All other provision 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



SOUTH FRONTENAC

**(Verona Housing)
Verona Street**

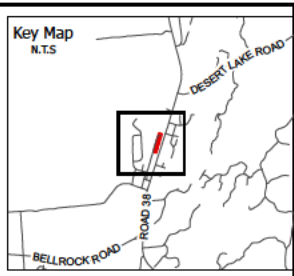
PL-ZBA-2025-XXXX

0 25 50 100 150
Meters

SCALE: 1:5,000

Legend

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



By-Law Number 2026-08**A By-Law to amend By-law 2003-75, as amended, to rezone land from RU to A-3 in Part of Lot 17 N 1/2, Concession 2, District of Storrington: Barr, Bovey**

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

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

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

Whereas 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 "C" to Zoning By-law Number 2003-75 as amended, is hereby further amended by changing the zoning from Rural (RU) to Agricultural (A-3) for lands shown on Schedule "1".
2. That Zoning By-law Number 2003-75 as amended is hereby further amended by adding a new section A-3 (Part of Lot 17 N 1/2, Concession 2, Storrington District: Barr, Bovey) immediately after the last Agricultural Special Provision Section to read as follows:

A-3 (Part of Lot 17 N 1/2, Concession 2, Storrington District: Barr, Bovey)

Notwithstanding the permitted uses of section 6.2 or any other provision of this By-law to the contrary, on the lands zoned Special Agricultural (A-3) Zone the following uses are prohibited:

- a single detached dwelling as an accessory use to agriculture
- a single detached dwelling
- a group home
- a home occupation
- a home industry
- a garden suite
- accessory buildings or uses to the above uses

All other provisions of this by-law shall apply

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

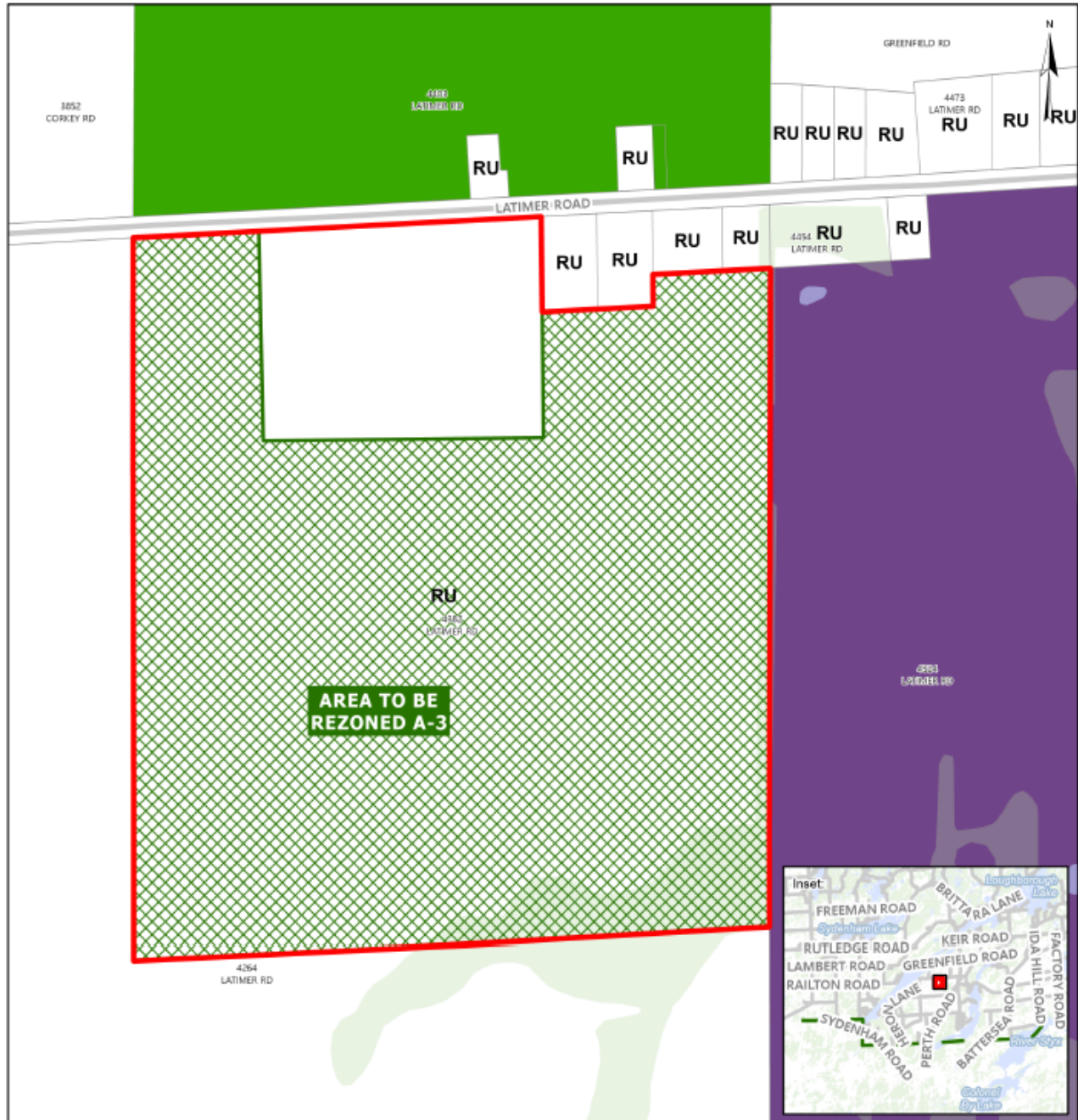
Given First and Second Readings: Tuesday, February 10, 2026

Given Third Reading and Passed: Tuesday, February 10, 2026

James Thompson, Clerk

Ron Vandewal, Mayor

Schedule 1 of By-law 2026-08



SOUTH FRONTENAC
(BARR) (BOVERY)
4382 LATMIER ROAD
PL-ZBA-2025-0133

Scale: 1:5,000

LEGEND

Subject Property	COMMUNITY FACILITY ZONE (CF)	QUARRY 'W' 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 'W' ZONE (PW)	LIMITED SERVICE RESIDENTIAL ZONE (RLS)	TUZ	
	PIT 'B' ZONE (PB)	LIMITED SERVICE RESIDENTIAL - ISLAND ZONE (RLSI)	URBAN COMMERCIAL ZONE (UC)	

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By-Law Number 2026-09**A By-Law to amend By-law 2003-75, as amended, to rezone land from RU to RLSW in Part of Lot 1 and 2, Concession 9, District of Loughborough: Nickel**

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

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

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

Whereas 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 "B" to Zoning By-law Number 2003-75 as amended, is hereby further amended by changing the zoning from Rural (RU) to Limited Service Residential – Waterfront (RLSW) for lands shown on Schedule "1".
2. This By-law shall come into force in accordance with Section 34 of the *Planning Act*, 1990, as amended, either upon the date of passage or as otherwise provided by said Section 34.

Given First and Second Readings: Tuesday, February 10, 2026

Given Third Reading and Passed: Tuesday, February 10, 2026

James Thompson, Clerk

Ron Vandewal, Mayor

Schedule 1 of By-law 2026-09



SOUTH FRONTENAC
(NICKEL)

1022 NATURE LANE
PL-ZBA-2026-0004

Scale: 1:2,500

LEGEND

Subject Property	COMMUNITY FACILITY ZONE (CF)	QUARRY 'W' 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)
Wooded Area	OPEN SPACE - PUBLIC ZONE (OS)	RURAL COMMERCIAL ZONE (RC)	WATERFRONT RESIDENTIAL ZONE (RW)	URBAN RESIDENTIAL ZONE - SECOND DENSITY (UR2)
Waterbody	OPEN SPACE - PRIVATE ZONE (OSP)	RURAL INDUSTRIAL ZONE (RI)	SALVAGE YARD INDUSTRIAL ZONE (SI)	WASTE DISPOSAL ZONE (WD)
Road	PIT 'W' ZONE (PA)	LIMITED SERVICE RESIDENTIAL ZONE (RLS)	TUZ	URBAN COMMERCIAL ZONE (UC)
Zoning	PIT 'B' ZONE (PB)	LIMITED SERVICE RESIDENTIAL - ISLAND ZONE (RLSI)		
AGRICULTURAL ZONE (A)				

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Township of South Frontenac Staff Report



To: Council

From: Director of Emergency Services & Fire Chief

Date of Meeting: February 10, 2026

Subject: Firehouse Subs Grant

Report Number: 2026-020

Summary

The report seeks Council approval to move forward with a grant application to Firehouse Subs for the purchase of wildland / technical rescue boots for wildland firefighting and non-structural firefighting operations.

Recommendation

That Council support staff in moving forward with the Fire House Subs grant application submission; and

That Council authorize the Clerk and Mayor to sign off on a grant agreement for the Firehouse Subs grant, if successful.

Background

Firehouse Subs Public Safety Foundation of Canada is dedicated to improving the lifesaving capabilities of first responders and public safety organizations in communities served by Firehouse Subs by providing funding, resources and support. Currently applications are being accepted until February 12th, 2026.

Discussion/Analysis

South Frontenac Fire and Rescue applied for a Firehouse Sub grant in 2023 and was successful in obtaining funding for new firefighter helmets. Once a grant has been awarded, a fire department is not eligible to apply for a two-year period.

South Frontenac Fire and Rescue applied for a Firehouse Sub grant to fund the purchase of side-by-side utility vehicle in 2025 however was unsuccessful.

Given the new call for applications, staff are seeking council support to submit a new application to Firehouse Subs for 90 wildland / technical rescue boots for wildland firefighting and non-structural firefighting operations with a value of up to \$50,000.

South Frontenac Fire and Rescue applied to the Ontario Government for a Fire Prevention Grant in October 2025 for the following:

Cancer Prevention – Equipment and Supplies

Hose washers (8) \$11,800

Cancer Prevention – PPE

Wildland firefighting clothing. (90) \$89,550

Wildland / Technical Rescue boots (90) \$43,441

Wildland Respiratory Protection Masks (116) \$14,848

Electrical Vehicle Fire Blanket (8) \$28,000

Total request \$187,639

South Frontenac Fire and Rescue was successful in obtaining \$135,808, which is \$51,830 short of the original application. This means that the rescue boots will be excluded and a portion of the masks. Therefore, the Firehouse Subs grant application if successful would allow us to implement the boots component for all personnel.

Financial Implications

The grant funding amount being requested would cover the unfunded portion to purchase 90 pairs of boots up to \$50,000. If unsuccessful, this additional expenditures would not move forward and would be deferred to a future budget year.

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: People and Partnerships

Climate Considerations

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

Notice/Consultation

Louise Fragnito, CAO

Kyle Griese, Financial Analyst

Brad Smith, Deputy Fire Chief

Attachments

None

Approvals

Submitted By:



Delbert Blakney
Director of Emergency Services / Fire Chief

Approved By:



Louise Fragnito, Chief Administrative Officer

Township of South Frontenac

Staff Report



To: Council

From: Office of the Chief Administrative Officer

Date of Meeting: February 10, 2026

Subject: FABN

Report Number: 2026-017

Summary

The purpose of this report is to seek Council's endorsement of a consent letter to the Frontenac Arch Biosphere for select Township properties to be reported under the Canadian Protected and Conserved Database.

Recommendation

That Council endorse the consent letter to the Frontenac Arch Biosphere, as provided under Appendix A of Report 2026-017, for select Township properties to be reported under the Canadian Protected and Conserved Database.

That the CAO be authorized to sign the consent letter.

Background

At the July 15, 2025 Council meeting, Christine Grossutti, Conservation Project Manager for the Frontenac Arch Biosphere Network (FABN), provided Council with a presentation on their participation in the 30x30 project. This project aims to enroll and report 30% of land, inland water, coastal and marine areas under the Protected and Conserved Areas into Canada's database. The program provides an opportunity for the environmental protection of municipal lands.

Discussion/Analysis

Following the delegation to Council, FABN provided staff with a list of tentative properties that could be considered for this program. After reviewing the list, seven (7) properties were identified as suitable to be reported for this project.

Reporting does not add any additional land use restrictions or legislation to an area. It is a recognition of measures already in place. Reporting qualifying municipal lands will not result in any additional regulatory or policy restrictions and will not require any changes to the current management of the identified properties.

Table 1 below provides a list of the seven (7) identified properties, a map of each property is provided under Appendix B.

Roll#	Address / Location	Facility Name (if applicable)/ Environmental status
102906005012100	5167 Battersea Rd	Battersea Ball Park -only portion identified as wetlands
102906005009699	Battersea Rd – Northwest of Mill Street	Wetlands
102906002018034	North of Applewood Lane	Wetlands
102908007010900	West of Napanee River-Cameron Swamp Wetland	Wetlands
102901005002401	West of Miner Lake	Wetlands
102908005005120	Hinchinbrooke Rd, North of Silver Rock Lane	Wetlands
102905004078320	North of Mud Lake	Wetlands

To report these properties under FABN’s project to Canada’s database of Protected and Conserved Areas a letter of consent must be provided by the Township. The letter is provided under Appendix A.

Financial Implications

N/A

Relationship to Strategic Plans

- Not applicable to this report.
- This initiative adheres to the following guiding principle of the 2023-2026 Strategic Plan.
 - Priority: Environmental Stewardship

Climate Considerations

- This initiative supports climate change mitigation/adaption efforts in South Frontenac; and/or impacts the Township’s resilience to climate change.
 Reporting within this program identifies Township lands that are environmentally sensitive

Notice/Consultation

Troy Dunlop, Manager of Engineering and Capital Projects
 Tim Laprade, Manager of Recreation and Facilities
 Christine Woods, Manager of Planning

Attachments

Exhibit A – FABN consent letter
 Exhibit B – Maps of properties

Approvals

Approved By:



Louise Fragnito, CPA CGA, Chief Administrative Officer

February 2, 2026

Louise Fragnito
Chief Administrative Officer
Township of South Frontenac
4432 George St. Box 100
Sydenham ON, K0H 2T0
admin@southfrontenac.net

Re: Permission to report eligible Township of South Frontenac properties to the Canadian Protected and Conserved Areas Database and to share the pan-Canadian Decision Support Tool screening result.

Dear Louise Fragnito,

We would like to acknowledge your efforts to assess your properties as potential protected areas or other effective area-based conservation measures (OECMs). We also congratulate you on managing the properties in such a way that they may meet international standards and be eligible to be reported toward Canada's international biodiversity targets on protected and conserved areas, if you so desire.

This letter is to seek your permission to report the following properties owned by the Township of South Frontenac to the Canadian Protected and Conserved Areas Database (CPCAD) if they meet the criteria for protected areas or OECMs:

- ARN 102906005012100
- ARN 102906005009699
- ARN 102906002018034
- ARN 102908007010900
- ARN 102901005002401
- ARN 102908005005120
- ARN 102905004078320

If you provide permission, the Ministry of the Environment, Conservation and Parks (MECP) will submit certain information on these areas to Environment and Climate Change Canada (ECCC) for inclusion in CPCAD. We would submit this information in accordance with the Ontario Parcel Agreement with the Ontario Surveyor General, MPAC, and Teranet. The information adheres to data standards set by ECCC and includes spatial polygons along with specific attributes such as year of establishment, type of governance, and IUCN protected area category.

Once submitted to CPCAD, the areas will be counted towards national and international area-based targets for protected and conserved areas. It may also provide you with additional recognition for your conservation efforts. Participating in this reporting does not entail any regulatory or policy restrictions for the properties; however, if the use or management of the properties change in the future, they would need to be re-assessed to see whether they still qualify for international reporting.

Please initial beside the actions below for which the Township of South Frontenac grants permission, and sign and date to indicate your permission.

- ___ (Initial) Permission for MECP to submit the eligible protected areas/OECMs listed above to the Canadian Protected and Conserved Areas Database (CPCAD).
- ___ (Initial) Permission for MECP to share the finalized Decision Support Tool assessment document for screening the properties with relevant members within the protected and conserved area community (e.g., experts with the Canadian Council on Ecological Areas, program staff within provincial and federal governments).
- ___ (Initial) Permission for MECP to share finalized assessment documents for any of the above-named properties that do not meet the Decision Support Tool screening criteria for the purposes of sharing expertise with relevant members within the protected and conserved area community (e.g., experts with the Canadian Council on Ecological Areas, program staff within provincial and federal governments).
- ___ (Initial) Permission for MECP to include your eligible areas in technical publications (e.g., summary reports, case studies) for public dissemination. This permission would be reconfirmed prior to publication.
- ___ (Initial) Permission for MECP to include landowner/manager name (*Township of South Frontenac*) in external communications (e.g., external facing website) for public recognition and dissemination. This permission would be reconfirmed prior to publication, and you would be notified once recognition is made public.

(Signature)

X _____

X _____

Louise Fragnito
Chief Administrative Officer

Date

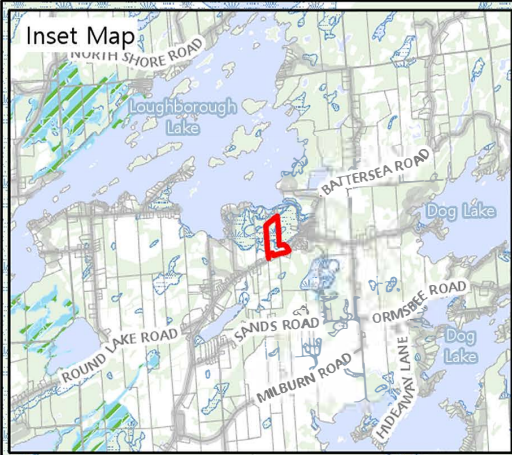
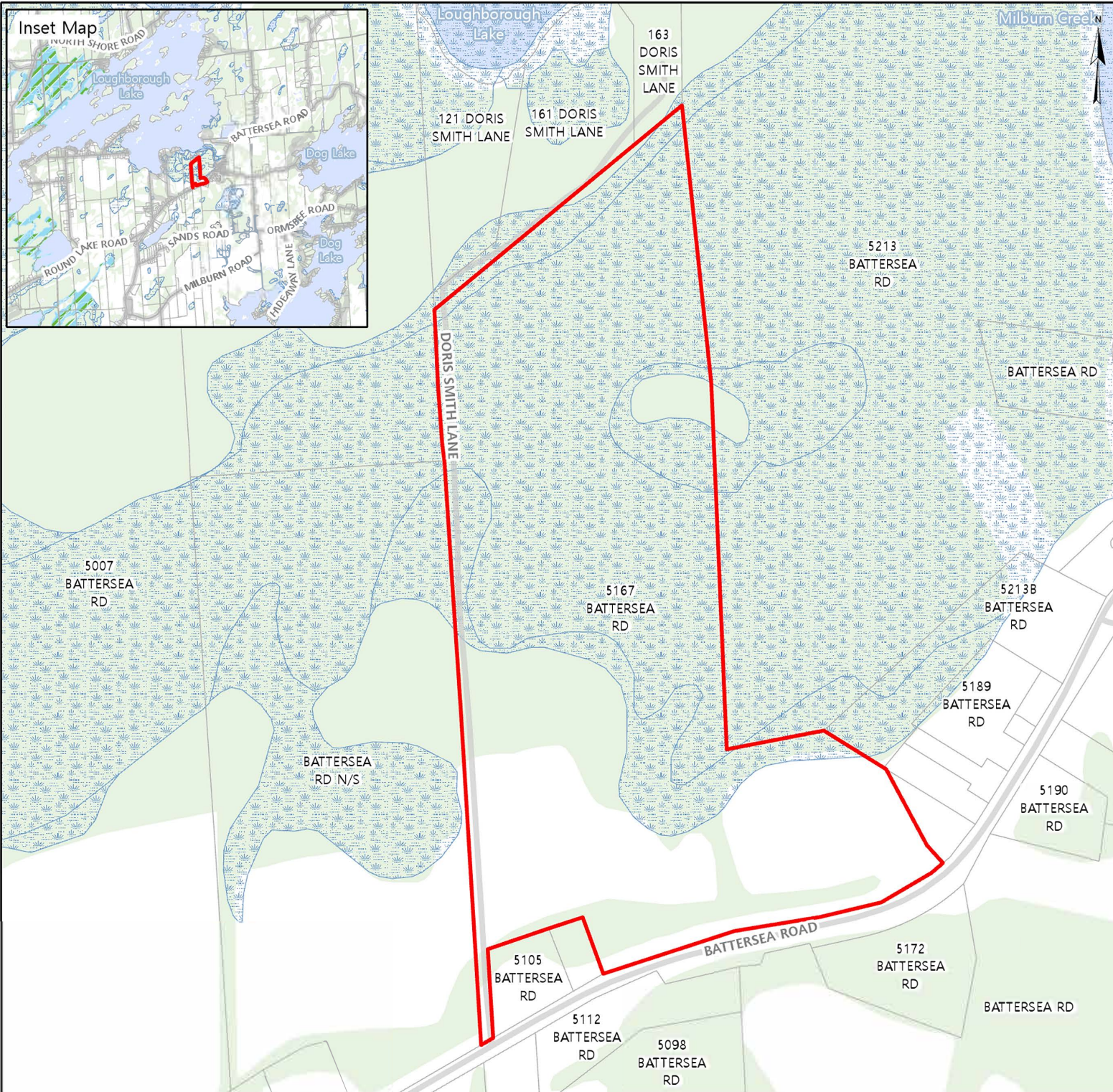
Regardless of your decision on granting these permissions, we thank you for your important contributions to biodiversity conservation.

Sincerely,

X _____

Laura Bjorgan
 Manager, Protected Areas Section, MECP
 705-772-6039
 c. Anurani Persaud, Protected Areas Section, MECP
 Pilar Manorome, Protected Areas Section, MECP
 Arunemathi Shanmugam, Protected Areas Section, MECP
 Jaclyn Brown, Protected Areas Section, MECP

Holly Easton, Protected Areas Section, MECP



SOUTH FRONTENAC

TOWNSHIP OWNED LAND

ROLL # - 102906005012100
5167 BATTERSEA ROAD

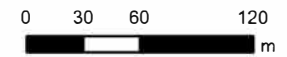
Legend

- Road
- Subject Lands
- Lake Trout Lake - At Capacity
- Lake Trout Lake - Not at Capacity
- Non-Lake Trout Lake - At Capacity
- Provincially Significant Wetland
- Township Boundary
- Waterbody
- Wetland
- Wooded Area

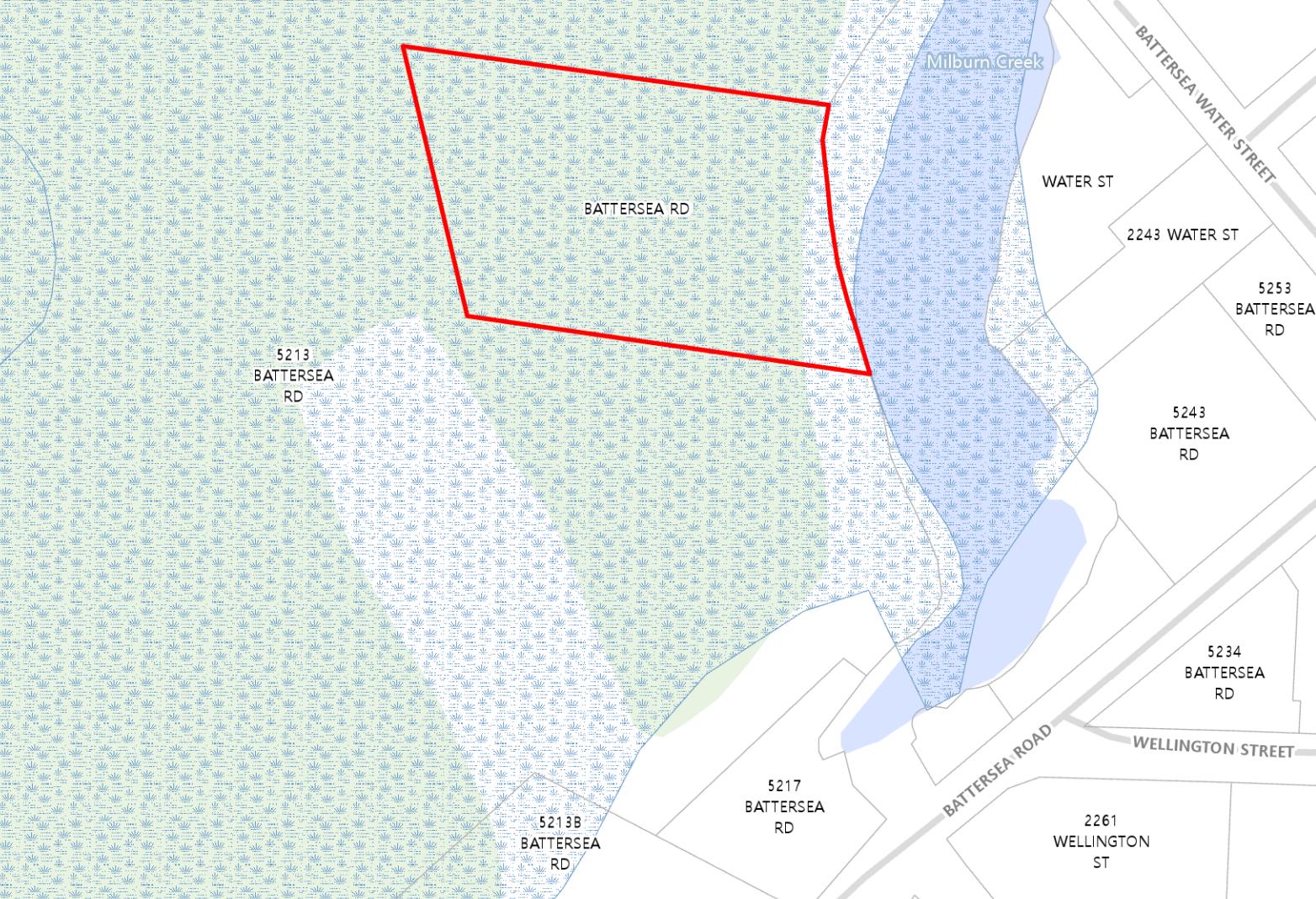
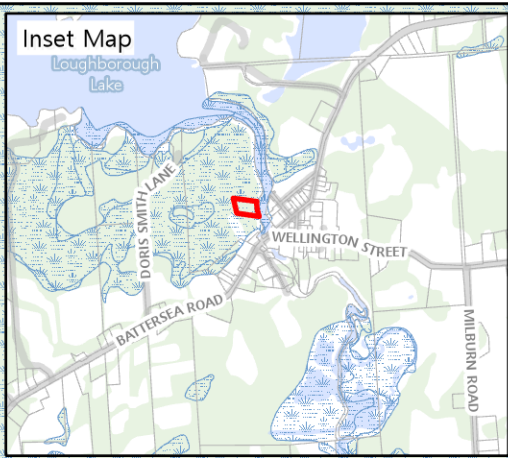
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Scale: 1:4,000



UTM Zone 18 NAD 83



SOUTH FRONTENAC

TOWNSHIP OWNED LAND

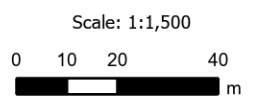
ROLL # - 102906005009699
BATTERSEA ROAD

Legend

- Road
- Subject Lands
- Lake Trout Lake - At Capacity
- Lake Trout Lake - Not at Capacity
- Non-Lake Trout Lake - At Capacity
- Provincially Significant Wetland
- Township Boundary
- Waterbody
- Wetland
- Wooded Area

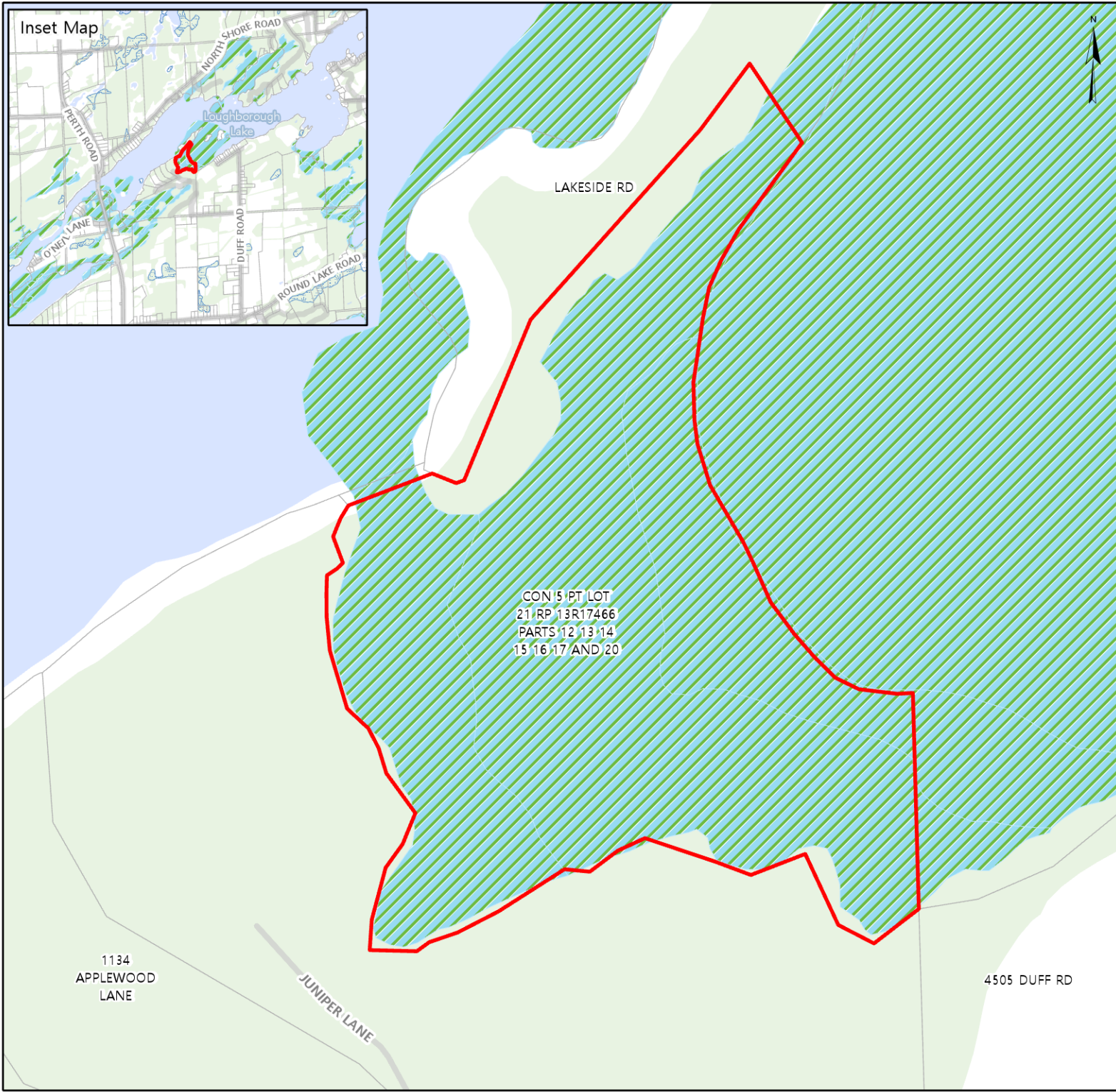
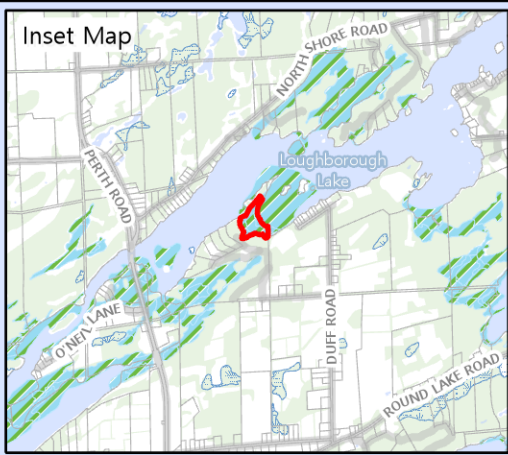
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UTM Zone 18 NAD 83

Inset Map



**SOUTH
FRONTENAC**

TOWNSHIP OWNED LAND
ROLL # - 102906002018034
CON 5 PT LOT 21 RP 13R17466
PARTS 12 13 14 15 16 17 AND 20

Legend

- Road
- Subject Lands
- Lake Trout Lake - At Capacity
- Lake Trout Lake - Not at Capacity
- Non-Lake Trout Lake - At Capacity
- Provincially Significant Wetland
- Township Boundary
- Waterbody
- Wetland
- Wooded Area

CON 5 PT LOT
 21 RP 13R17466
 PARTS 12 13 14
 15 16 17 AND 20

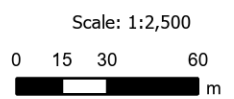
1134
 APPLEWOOD
 LANE

JUNIPER LANE

4505 DUFF RD

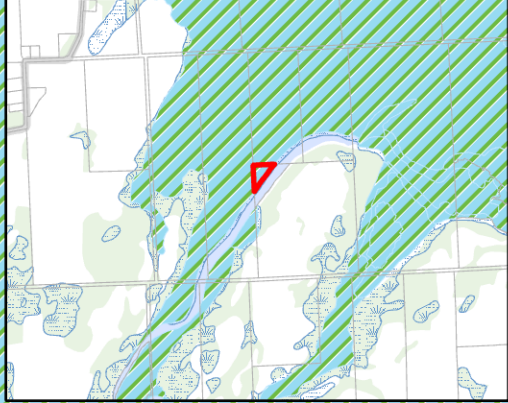
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UTM Zone 18 NAD 83

Inset Map













**SOUTH
FRONTENAC**

TOWNSHIP OWNED LAND

**ROLL # - 102908007010900
CON 8 S PT LOT 17**

Legend

-  Road
-  Subject Lands
-  Lake Trout Lake - At Capacity
-  Lake Trout Lake - Not at Capacity
-  Non-Lake Trout Lake - At Capacity
-  Provincially Significant Wetland
-  Township Boundary
-  Waterbody
-  Wetland
-  Wooded Area

CON 8 E
PT LOT 18

CON 8 S
PT LOT 17

CON 8 PT
LOT 17

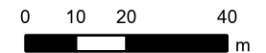
Napanee River

PORTLAND CON
8 W PT LOT 17
SOUTH OF RIVER

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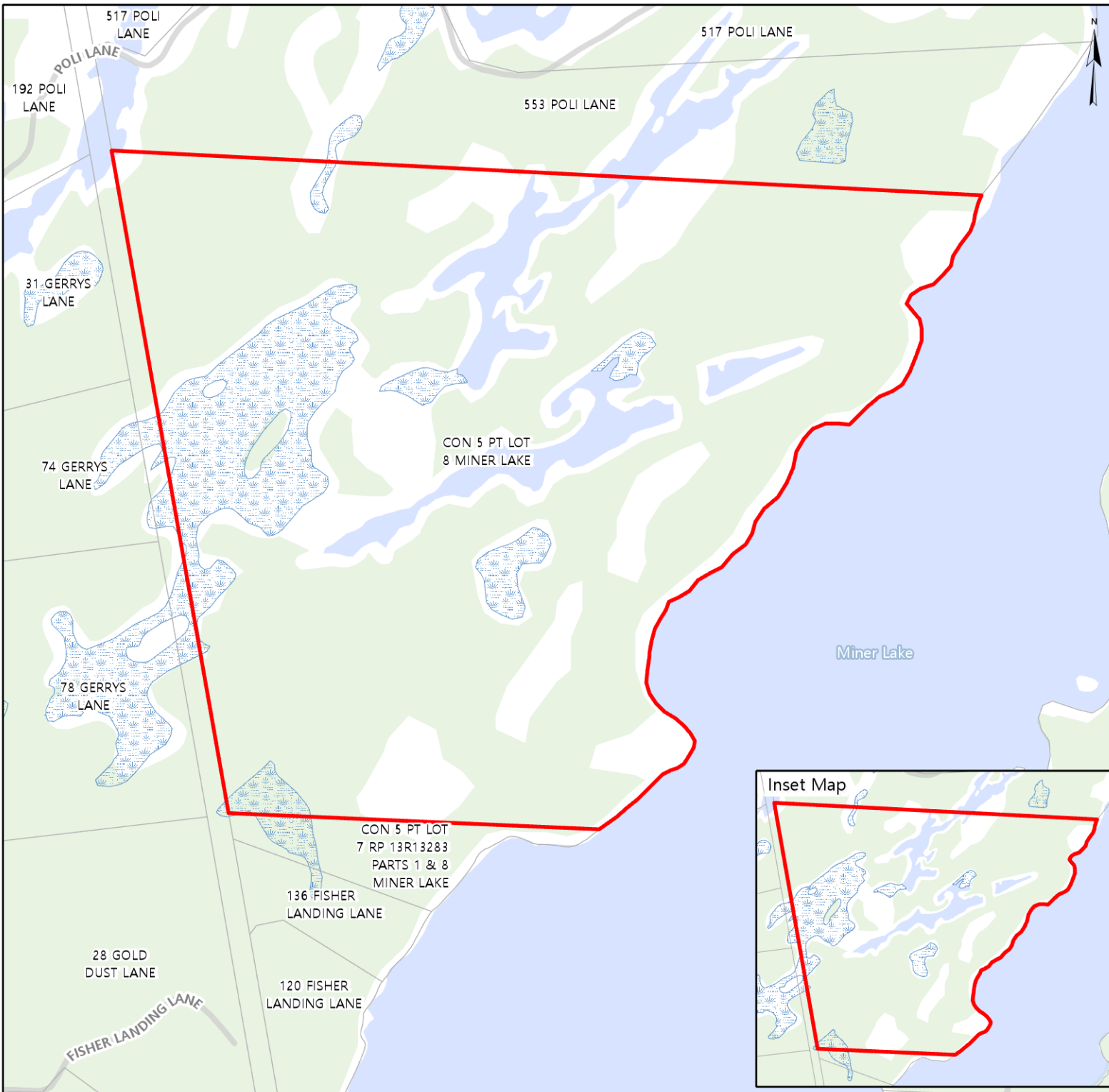
Scale: 1:1,500



UTM Zone 18 NAD 83

Date: 03/02/2025

Page 91 of 115



SOUTH FRONTENAC

TOWNSHIP OWNED LAND
ROLL # - 102901005002401
CON 5 PT LOT
8 MINER LAKE

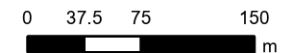
Legend

- Road
- Subject Lands
- Lake Trout Lake - At Capacity
- Lake Trout Lake - Not at Capacity
- Non-Lake Trout Lake - At Capacity
- Provincially Significant Wetland
- Township Boundary
- Waterbody
- Wetland
- Wooded Area

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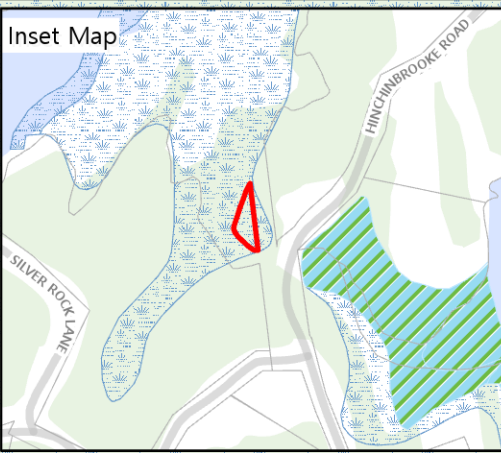
While the County makes every effort to insure that the information presented is accurate for the intended uses of this map, there is an inherent error in all mapping products, and accuracy of the mapping cannot be guaranteed for all possible uses. This map displays basic topographic features only.

Scale: 1:5,000



UTM Zone 18 NAD 83

Inset Map













**SOUTH
FRONTENAC**

TOWNSHIP OWNED LAND

**ROLL # - 102908005005120
HINCHINBROOKE ROAD**

Legend

-  Road
-  Subject Lands
-  Lake Trout Lake - At Capacity
-  Lake Trout Lake - Not at Capacity
-  Non-Lake Trout Lake - At Capacity
-  Provincially Significant Wetland
-  Township Boundary
-  Waterbody
-  Wetland
-  Wooded Area

5743
HINCHINBROOKE
RD

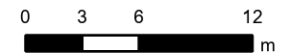
HINCHINBROOKE
RD

2210 SILVER
ROCK LANE

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Scale: 1:400



UTM Zone 18 NAD 83

Date: 03/02/2026

Page 93 of 115



SOUTH FRONTENAC

**TOWNSHIP OWNED LAND
ROLL # - 102905004078320
LOUGBOROUGH CON 11 PT
LOT 18 RP 13R17763 PART 2**

Legend

- Road
- Subject Lands
- Lake Trout Lake - At Capacity
- Lake Trout Lake - Not at Capacity
- Non-Lake Trout Lake - At Capacity
- Provincially Significant Wetland
- Township Boundary
- Waterbody
- Wetland
- Wooded Area

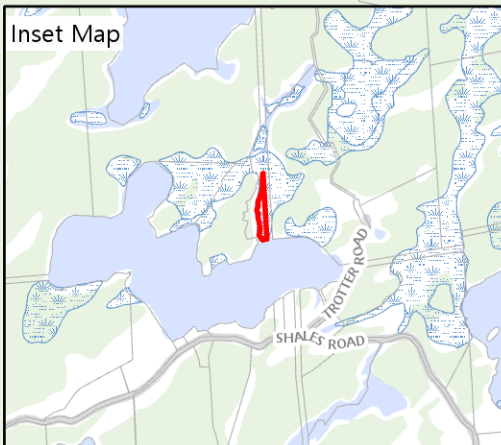
1 PAYNE ACRES

TROTTER RD

LOUGBOROUGH
CON 11 PT
LOT 18 RP
13R17763 PART 2

Mud Lake

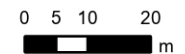
Inset Map



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Scale: 1:1,200



UTM Zone 18 NAD 83

By-Law Number 2026-10**A By-Law to Delegate Authority to the Chief Administrative Officer for certain Acts During the Restricted Authority "Lame Duck" Period**

Whereas Section 275 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, restricts acts that a Council can take after Nomination Day (August 21 2026) until the new Term of Office commences) where three quarters of the members of the outgoing Council of the Municipality may not be returning, (the "**Lame Duck Period**");

Whereas Section 275 (3) of the Municipal Act, 2001, S.O. 2001, c.25 restricts Council from taking action on the following during the Lame Duck Period:

- The appointment or removal from office of any officer of the municipality;
- The hiring or dismissal of any employee of the municipality;
- The disposition of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal; and
- Making any expenditure or incurring any other liability which exceeds \$50,000; unless the matter is included in the 2026 budget.

Whereas Section 275 (6) of the Municipal Act, 2001, S.O. 2001, c. 25 states that nothing in this section prevents any person or body exercising authority of a municipality that is delegated to the person or body prior to nomination day for the election of the new council;

Whereas Section 23.1 of the Municipal Act, 2001, S.O. 2001, c. 25, authorizes a municipality to delegate its powers and duties under this or any other Act; and

And Whereas Council does not wish operations of the municipality to be limited during the Lame Duck Period;

Whereas Council deems it expedient to delegate authority to the Chief Administrative Officer to take action, where necessary, on certain acts during the "Lame Duck" Period, if it applies, between August 21, 2026 and November 17, 2026.

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

1. That the Council of the Corporation of the Township of South Frontenac hereby delegates authority under Section 275 (3) of the Municipal Act S.O. 2001 for the duration of the Lame Duck Period as follows:
 - a) The Chief Administrative Officer be delegated authority to appoint or remove from office any officer of the municipality;
 - b) The Chief Administrative Officer be delegated authority to hire or dismiss any employee of the municipality;
 - c) The Chief Administrative Officer be delegated authority to dispose of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal; and
 - d) The Chief Administrative Officer be delegated authority to make any expenditures or incurring any other liability which exceeds \$50,000; and

2. That the Chief Administrative Officer will report to Council on any actions undertaken pursuant to the delegated authority under section 1 of this By-Law.
3. This By-law shall come into force and take effect on the date of its passage, only in the event Council becomes "Lame Duck".

Given First and Second Readings: Tuesday, February 10, 2026

Given Third Reading and Passed: Tuesday, February 10, 2026

James Thompson, Clerk

Ron Vandewal, Mayor

Township of South Frontenac Staff Report



To: Council

From: Office of the Clerk

Date of Meeting: February 10, 2026

Subject: Use of Municipal Resources during an Election Period

Report Number: 2026-018

Summary

The purpose of the Report is to provide Council with background information necessary for the consideration of the proposed By-Law with respect to the Use of Municipal Resources during an Election Period, attached to the Report as Exhibit A.

Recommendation

That Council approve the proposed By-Law with Respect to the Use of Municipal Resources during an Election Period;

That By-law Number 2026-11, attached to Report Number 2026-018 as Exhibit A, being “A By-Law with Respect to the Use of Municipal Resources during an Election Period” be given first and second reading;

That By-law 2026-11 be presented to Council for third reading.

Background

Section 88.18 of the [Municipal Elections Act](#) states as follows:

“Use of municipal, board resources

88.18 Before May 1 in the year of a regular election, municipalities and local boards shall establish rules and procedures with respect to the use of municipal or board resources, as the case may be, during the election campaign period. 2016, c. 15, s. 56.”

Discussion/Analysis

The proposed Use of Municipal Resources During an Election Campaign Period By-law, attached to the Report as Exhibit A, is intended to apply to Members of Council, candidates, registered parties in a municipal election and municipal staff during a campaign period.

It is worthy to note that Section 88.8 of the *Municipal Election Act* speaks to campaign contributions for candidates and outlines the following:

“Who may contribute

(3) Only the following persons may make contributions:

1. **An individual who is normally resident in Ontario.**
2. Subject to subsection (5), the candidate and his or her spouse. 2016, c. 15, s. 51.

Who cannot contribute

(4) For greater certainty, and without limiting the generality of subsection (3), the following persons and entities shall not make a contribution:

1. A federal political party registered under the *Canada Elections Act* (Canada) or any federal constituency association or registered candidate at a federal election endorsed by that party.
2. A provincial political party, constituency association, registered candidate or leadership contestant registered under the *Election Finances Act*.
3. **A corporation that carries on business in Ontario.”**

Similarly, Section 88.12 of the *Municipal Election Act* speaks to campaign contributions for registered parties and outlines the following:

“Contributions to registered third parties

Who may contribute

(3) Only the following may make contributions:

1. An individual who is normally resident in Ontario.
2. A corporation that carries on business in Ontario.
3. A trade union that holds bargaining rights for employees in Ontario.
4. Subject to subsection (5), the registered third party and, in the case of an individual, his or her spouse. 2016, c. 15, s. 52.

Who cannot contribute

(4) For greater certainty, and without limiting the generality of subsection (3), the following shall not make a contribution:

1. A federal political party registered under the *Canada Elections Act* (Canada) or any federal constituency association or registered candidate at a federal election endorsed by that party.
2. A provincial political party, constituency association, registered candidate or leadership contestant registered under the *Election Finances Act*.
3. The Crown in right of Canada or Ontario, **a municipality or local board**. 2016, c. 15, s. 52.

Finally, Section 88.15 of the Municipal Elections Act defines a contributions as follows:

“What constitutes a contribution

For an election campaign

88.15 (1) For the purposes of this Act, money, goods and services given to and accepted by a person for his or her election campaign, or given to and accepted by another person who is acting under the person’s direction, are contributions. 2016, c. 15, s. 53 (1).

For third party advertisements

(2) For the purposes of this Act, money, goods and services given to and accepted by an individual, corporation or trade union in relation to third party advertisements, or given to and accepted by another person who is acting under the direction of the individual, corporation or trade union, are contributions. 2016, c. 15, s. 53 (2).”

With an understanding of the legislative framework related to a by-law to establish rules and procedures with respect to the use of municipal or board resources, it can be seen that any use of the resources (contributions) of the Township of South Frontenac for use by an election campaign would be considered a contribution by the Township.

The implementation of the proposed By-law will ensure that elections within the Township of South Frontenac are conducted in compliance with the *Municipal Elections Act*, ensure that all candidates and registered third parties are treated fairly and consistently within the municipality and ensure the integrity of the election process. Further, it is important to clarify that the proposed By-law does not inhibit members of Council from performing their duties or representing the interests of constituents during a campaign period.

Financial Implications

Not applicable

Relationship to Strategic Plan

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

Climate Considerations

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

Notice/Consultation

Manager of Recreation and Facilities

Township Solicitor

Attachments

Exhibit A – By-law 2026-11 – A By-Law with respect to the Use of Municipal Resources during an Election Period

Approvals

Submitted By:



James Thompson, Clerk

Approved By:



Louise Fragnito, Chief Administrative Officer

By-Law Number 2026-11

A By-Law with respect to the Use of Municipal Resources during an Election Period

Whereas Section 88.18 of the *Municipal Elections Act, 1996*, as amended, provides that a municipality shall establish rules and procedures with respect to the use of municipal resources during an election period;

Whereas Council deems it expedient to establish a By-law with respect to the use of municipal resources during an election period:

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

1.0 Definitions:

In this by-law:

“Campaign related activities” means any activity by or on behalf of a registered candidate, registered third party, or a question on a ballot, meant to elicit support or opposition during the election period.

“Campaign materials” means any materials, including political advertising, used to solicit votes for a candidate(s) or question in an election or any materials that promote or oppose the candidacy of a person for elected office. This includes but is not limited to literature, banners, posters, pictures, buttons, clothing, or other paraphernalia, uniforms, tents, signage, images, or messaging. Campaign materials also include, but are not limited to, materials in all media, for example, print, displays, electronic radio or television, online including websites or social media. Campaign materials do not include election signs, which are governed by the Township of South Frontenac, Election Sign By-law.

“Candidate” means a person who has been nominated for election in a municipal, provincial or federal election in accordance with the applicable elections legislation.

“Corporate resources” means any facilities, infrastructure, assets, equipment, supplies, services, staff or any other resource that belongs to or is funded by the Township.

“Corporate brand” refers to the corporate identity, standards, and images associated with the Corporation of the Township of South Frontenac and is shaped by various elements, including the Township’s name, logo, visual design (including colours), values, crest, chain of office, slogan, messaging, overall community strategy.

“Crest” means the ceremonial coat of arms used for official Township business pertaining to South Frontenac’s elected municipal officials, such as official documentation and proclamations.

“Election period” means the specific period of time during which an election campaign takes place as prescribed by law. Without limiting the generality of the foregoing,

- For municipal elections, it shall mean, with respect to a Candidate, the period of time prescribed by Section 88.24 of the *Municipal Elections Act, 1996*, as amended, begins on the day in which nomination papers are filed with the Clerk and ends on December 31 in the case of a regular election and 45 days after voting day in the case of a by-election. In the case of a registered third party, the election period is the period of time prescribed by section 88.24 and begins on the day the individual, corporation or trade union is registered as a registered third party in relation to the election in the municipality.
- For a provincial election, the election period begins on the date the writ is issued and ends on voting day.
- For a federal election, the election period begins on the date the writ is issued and ends on voting day.

“Political advertising” means advertising that takes a position on an issue that can reasonably be regarded as closely associated with a registered third party or Candidate.

“Registered Third Party” means an individual, corporation, or trade union that has filed a notice of registration with the Clerk in relation to the municipal election pursuant to the *Municipal Elections Act, 1996*, as amended, or has registered as a third party registrant under provincial or federal elections legislation.

“Township” means the Corporation of the Township of South Frontenac.

“Voting day” means the voting day prescribed in the *Municipal Elections Act, 1996*, as amended.

2.0 Purpose

- 2.1 This By-law sets out the rules and procedures with respect to the use of municipal resources during an election period.
- 2.2 This By-law supports compliance with the *Municipal Elections Act, 1996*, as amended, and By-law 2019-12 – Council Code of Conduct.

3.0 Application and Scope

- 3.1 This By-law applies to:
 - a) all candidates for a municipal, provincial or federal election or by-election;
 - b) all elected officials of the Township including those not seeking re-election;
 - c) all municipal staff;
 - d) all Council-appointed citizen members of advisory committees, community committees, the Committee of Adjustment and local boards;
 - e) registered third parties; and
 - f) members of the public
- 3.2 The Township Clerk or their designate has the authority to provide guidance with respect to election-related matters in relation to this By-law, and to issue in writing any interpretation on the application of this By-law and any related approvals or prohibitions. Such guidance, interpretation, approvals, and prohibitions shall be based on the overarching legislative requirement for public funds and resources not to be used for any election-related purposes, including the promotion of or opposition to the candidacy of a person for elected office. The Clerk may seek legal advice on such matters as they consider necessary.

4.0 Election Campaigning

- 4.1 Election campaign activities are not permitted at any Township facility unless otherwise specified in Section 4.3 of this By-law.
- 4.2 Election campaign materials may not be displayed at Township of South Frontenac facilities, unless explicitly permitted elsewhere in this By-law.
- 4.3 Municipally owned or operated assets and facilities, excluding the Township Office, may be rented in accordance with municipal agreements and current rates and fees for election campaign activities providing that the rental is available to all Candidates and registered third parties. A rental is subject to the following conditions:
 - a) all election campaign materials must only be displayed within the allotted rental period in the allotted rented area designated in the rental agreement;

- b) rentals for campaign related activities are not permitted from the first date of advance voting to the day after voting day; and
- c) the Township reserves the right to refuse or cancel a rental contract at any time, in accordance with the terms of the contract, should it conflict with the Township's corporate values or established policies or procedures, or presents a health and safety concern.

4.4 The Township will not host, organize, or advertise all-Candidates meetings or debates. With the exception of the Township Office, a person may host an all-Candidates meeting or debate at Township facilities, in accordance with Section 4.3, and provided that the rental fee is paid and all Candidates for an office are invited to participate.

4.5 Candidates and registered third parties may attend Township organized or funded events during a campaign period, but may not display or distribute any campaign materials, or engage in any election related activities.

5.0 Use of Corporate Identifiers and Resources

5.1 The corporate logo identifies the Township and is used to represent Township programs, services, and facilities. The use of the Township's corporate logo is restricted exclusively for use by the Corporation of the Township of South Frontenac.

5.2 The Township's corporate logo, corporate brand, crest, chain of office, coat of arms, slogan or other corporate identifiers or that of its affiliates, shall not be used by Candidates or registered third parties for any election campaign-related purposes.

5.3 Candidates and registered third parties may not use photographs, videos, electronic images, or graphics, produced by the Township or its affiliates for any campaign-related activities. However, use of Township videos that are posted to a social media platform is permitted, subject to the terms of service of the social media platform.

5.4 Use of photographs or videos not produced by the Township or its affiliates, and taken from a publicly accessible place, in campaign advertising containing the corporate logo, corporate brand, crest, chain of office, coat of arms, slogan or other corporate identifiers is not in contravention of Section 5.2 of this By-law.

5.5 Corporate resources shall not be used for the development, creation, design, printing, or distribution (electronic or print) of:

- a) any material that illustrates that a member of Council or any other individual is registered or intends to run for office; or
- b) any campaign material that makes reference to, or contains the names or photographs, or identifies Candidates.
- c) any material that is linked in any way to an election campaign (i.e. campaign messaging, a campaign logo, or a social media handle or hashtag which links to campaign social media channels, web sites and/or materials).

5.6 No Township consumable materials, such as toner and paper, associated with computer systems shall be used for election campaign-related purposes.

5.7 Township records, lists, and files produced using Township resources, with the exception of those specifically made for the use of Candidates and registered third party advertisers for election purposes in accordance with the *Municipal Elections Act, 1996*, may not be used by any Candidates or registered third party advertiser, unless the database has already been released for public use.

5.8 The Township shall not publish any material used to promote individual political opinions or campaigns.

6.0 Township Staff

6.1 Municipal staff and individuals employed by the offices of the elected officials, including any contractor providing services to the Township, shall not canvass or

actively work for any Candidate or registered third party during hours in which the staff/contractor is receiving compensation from the Township, except during scheduled time off or outside of regular work hours.

6.2 Township staff shall not:

- a) Post or distribute campaign materials on behalf of a Candidate or Registered Third Party at Township facilities or on Township property including Township parks.
- b) Engage in any campaign related activity while wearing a Township uniform or identifier (e.g. name badge, hat, lanyard) with the exception of publicly available Township-branded clothing.
- c) Engage in any campaign related activity while wearing clothing or buttons that advertise any Candidate, Registered Third Party or political party while wearing a Township uniform or identifier
- d) Use their title or position within the Township in a way that may lead a member of the public to infer that the Township is endorsing a Candidate, Registered Third Party or political party.

6.3 The Township Clerk and Township Election Office staff, or any staff that supports the Township Clerk in the administration of a municipal election shall not engage in campaign related activity in a municipal election.

7.0 Technology and Social Media

7.1 Corporate resources (such as Township issued phones and email addresses) shall be provided to current Members of Council for council related purposes and to serve their constituents and shall not be used for campaign related activities or to otherwise support an election campaign.

7.2 Any links to external personal sites from an individual Member of Council's landing page on the Township's website will be removed as of the date nomination papers are filed during a municipal election year.

7.3 Websites, domain names, emails, or other corporate systems that are funded by the Township shall not include any campaign materials or links to sites that feature campaign materials. Notwithstanding the above, links to external election campaign websites may be posted by the Township during the election period on the official Township's election website.

7.4 Candidates, registered third parties, and Members of Council may not use the Township website, domain names, and other corporate systems, for campaigning or display of any election-related materials. Links to the Township's website are permitted from a campaign election website for the purpose of obtaining information about the election or sharing program/service information.

7.5 If a Member of Council uses any social media account for campaign related activities, such account must not be created or supported by Township resources. Social media accounts used for campaign purposes must utilize personal cell phones, tablets and/or computers.

7.6 Members of Council who choose to create or use social media accounts for campaign related activities must include, for the duration of the election period, a clear statement on each campaign website or social media account's home page (or profile) indicating that the account is being used for election campaign purposes and is not related to their duties as a Member of Council.

8.0 Township Hosted Events

- 8.1 Members of Council and other elected officials may attend Township-organized events and act as participants in their capacity as elected officials, including speaking at the event and partaking in ceremonial activities, but shall not engage in campaign related activities while in attendance or distribute campaign materials.
- 8.2 Where a current Member of Council or elected official is invited to an event, whether a Township event or community event, in the capacity of their elected position, they are not to speak of their candidacy, their intention to run, distribute campaign materials, or otherwise engage in campaign related activities. Materials distributed at such an event may make reference to a political office that the Member or candidate holds.
- 8.3 Candidates, registered third party advertisers, and representatives of ballot question campaigns may attend Township events in their capacity as private citizens, but shall not engage in campaign related activities while in attendance or distribute campaign materials.
- 8.4 Candidates, registered third party advertisers and representatives of ballot question campaigns shall not be invited to deliver formal remarks at a Township event in their capacity as a candidate, registered third party advertiser or ballot question campaign representative.

9. Advisory Committee/Committee of Adjustment/Local Board Members Conduct

- 9.1 No council-appointed member of an Advisory Committee, community committee, the Committee of Adjustment and/or Local Board shall engage in political campaigning of any sort (municipally, provincially or federally) on behalf of the Advisory Committee, Committee of Adjustment Local Board or as a member of same.

10.0 Access to Information

- 10.1 All Candidate and registered third party requests for information shall be made in accordance with Township's *Municipal Freedom of Information and Protection of Privacy Act* procedure, when applicable.
- 10.2 The Township shall make reasonable efforts to ensure that information provided to one Candidate or registered third party, that is of a general nature and may provide valuable guidance to all others, is provided to all Candidates and registered third parties through the Township's website to ensure equal access to information.

11.0 Enforcement

- 11.1 The Township Clerk or designate shall receive and investigate any written complaint with respect to the alleged use of corporate resources in contravention of this By-law. Complaints related to Township staff shall be referred to Manager of Human Resources.
- 11.2 The following options are available for complaints related to Candidates, including Members of Council or Members of Council running for re-election:
- a) submit a written complaint to the Township Clerk. Written complaints must set out specific example(s) and corresponding details of how the alleged use of a particular corporate resource may have contravened this By-law.
 - b) File an informal or formal complaint in accordance with the Township's Integrity Commissioner - Inquiries/Advice Procedure. No investigation shall be commenced or continued under the Council Code of Conduct, nor shall the Integrity Commissioner report to Council respecting an investigation, within the election period. An Integrity Commissioner cannot investigate matters regarding Municipal Elections Act related complaints (including third party advertising) or election campaign finances.

- c) Contact the Office of the Ontario Ombudsman.
- d) Pursue private legal remedies, including court action.

11.3 Complaints or concerns related to campaign finances may be addressed through the compliance audit process outlined in Section 88.33 of the Municipal Elections Act.

12.0 Members of Council running in Provincial and Federal Elections

12.1 Members of Council shall not use Township resources to host, promote, sponsor or otherwise organize or assist with any event that involves direct participation by Candidates at other levels of government.

12.2 The following applies if a Member of Council becomes a Candidate in a provincial or federal election/by-election:

- a) Corporate resources shall only be used for council-related purposes and to serve their municipal constituents and shall not be used to support an election campaign.
- b) A Member, who is a Candidate, shall seek guidance from the Township Clerk with respect to responsibilities and obligations required to comply with this By-law. While certain restrictions may apply in order to ensure compliance with this By-law and its purpose, it is recognized that the Member may continue to be the elected representative and may remain active in their capacity as the elected official.

13.0 Responsibilities

13.1 Members of Council are responsible for:

- a) Understanding, supporting, and complying with this By-law and all other related policies and procedures.
- b) Seeking clarification of any aspect of this By-law, as required, and seek independent legal advice where appropriate.

13.2 Township Clerk is responsible for:

- a) Ensuring the administration, communication, and interpretation of this By-law.
- b) Reviewing this By-law every term of and as required by changes to legislation. The Township Clerk is authorized to make minor administrative updates as may be necessary to maintain compliance and consistency with legislation, while respecting and preserving the intent of the By-law.

13.3 Township staff are responsible for:

- a) Ensuring relevant requirements of this By-law are fulfilled in any duties and activities undertaken in their official position as a Township employee.
- b) Understanding and supporting this By-law.
- c) Seeking clarification of any aspect of this By-law, as required.

Given First and Second Readings: Tuesday, February 10, 2026

Given Third Reading and Passed: Tuesday, February 10, 2026

James Thompson, Clerk

Ron Vandewal, Mayor

Minutes of Council
February, 3, 2026



Township of South Frontenac Council Meeting Minutes



Meeting #2026-03

Time: 6:45 PM

Location: Council Chambers/Virtual Via Zoom

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

Regrets: Doug Morey

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

1 Meeting to Order

a) Resolution

Resolution No. [2026-03]-01

Moved by Councillor Sleeth

Seconded by Councillor Leonard

That the Council meeting of February 3, 2026 be called to order at 6:45 p.m.

Carried

2 Approval of Agenda (and Addendum)

a) Resolution

Resolution No. [2026-03]-02

Moved by Councillor Roberts

Seconded by Councillor Turcotte

That the agenda be amended to include the addendum.

Carried

Resolution No. [2026-03]-03

Moved by Councillor Ruttan

Seconded by Deputy Mayor Pegrum

That the agenda as amended be approved.

Carried

3 Disclosure of Pecuniary Interest

a) There were none.

4 Committee of the Whole "Closed Session"

a) Resolution

Resolution No. [2026-03]-04

Minutes of Council
February, 3, 2026

Moved by Councillor Leonard
Seconded by Councillor Sleeth
That Council resolve itself into Committee of the Whole "Closed Meeting" to consider the following items:

(a) Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

(b) Approval of the November 18, 2025 Committee of the Whole "Closed Meeting" minutes.

Carried

b) Resolution

Resolution No. [2026-03]-05

Moved by Councillor Ruttan

Seconded by Councillor Trueman

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

Carried

5 Recess (If Required)

6 Roll Call

a) The Deputy Clerk conducted roll call.

7 Ceremonial Presentations

a) There were none.

8 Public Meeting

a) Not applicable.

9 Delegations

a) There were none.

10 Briefings

a) There were none.

11 Reports from Administration

a) Community Risk Assessment

Resolution No. [2026-03]-06

Moved by Councillor Turcotte

Seconded by Deputy Mayor Pegrum

That Council receive the Community Risk Assessment as presented in Report 2026-011.

Carried

b) Election Sign By-law

Resolution No. [2026-03]-07

Moved by Councillor Trueman

Seconded by Councillor Roberts

That Council approve the proposed Election Sign By-law and associated administrative amendments to By-law Number 2000-01;

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That By-law Number 2026-05, attached to Report Number 2026-012 as Exhibit A, being "A By-Law to Regulate Election Signs in the Township of South Frontenac" and By-law Number 2026-06, attached to Report Number 2026-012 as Exhibit B, being "A By-law to Amend By-law Number 2000-01 be given first and second reading;

That By-law 2026-05 and By-law 2026-06 be presented to Council for third reading.

Carried

c) Assume and Dedicate Lands as Public Highway – Hinchinbrooke Road

Resolution No. [2026-03]-08

Moved by Councillor Roberts

Seconded by Councillor Sleeth

That Council approve By-law 2026-03 to dedicate land as public highway;

That By-law 2026-03, attached to Report Number 2026-004, as Exhibit A, being a By-law to Assume as Common and Public Highway Certain Lands in the Township of South Frontenac, Pursuant to Section 31(6) of the Municipal Act, 2001, be given first and second reading; and

That By-law 2026-03 be presented to Council for third reading.

Carried

d) 2026 Interim Tax Levy

Resolution No. [2026-03]-09

Moved by Councillor Ruttan

Seconded by Councillor Trueman

That By-law 2026-04 being a By-law to establish interim property taxes for 2026, be given first and second reading; and

That By-law 2026-04 be presented to Council for third reading.

Carried

e) Award of RFP PS-P03-2025 - Centennial Park Renovation Design

Resolution No. [2026-03]-10

Moved by Councillor Turcotte

Seconded by Deputy Mayor Pegrum

That Council award PS-P03-2025 Centennial Park Renovation Design and Administrative Services to IN Engineering & Planning for the successful bid of \$94,865.76 (including non-rebatable HST).

Carried

12 Reports from Advisory Committees

a) There were none.

13 Information Reports

a) Bulk Water Station Update

b) Road 38 Reconstruction – Phase 1 Update

c) Award of Tender # PS-2025-10 – Sydenham Water Treatment Plant Upgrades

14 Committee of the Whole

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- a) Not applicable.

15 Communications

- a) Received from Darcy Pickard, dated January 30, 2026, regarding the Proposed Motion with respect to the proposed Alto Southern Corridor route.
- b) Received from Tracy Bertrim, dated February 2, 2026, regarding the Proposed Motion with respect to the proposed Alto Southern Corridor route.
- c) Received from the Save South Frontenac Committee, dated February 2, 2026, regarding the Proposed Motion with respect to the proposed Alto Southern Corridor route.

16 Tabling of Documents

- a) There were none.

17 New Business

- a) Proposed Motion regarding Location of April 7, 2026 Council Meeting

Resolution No. [2026-03]-11

Moved by Mayor Vandewal

Seconded by Councillor Leonard

That notwithstanding Section 4.7. of By-law Number 2025-21 (Council Procedure By-law) that the April 7, 2026 Council meeting be held at the Verona Lions Hall, 4505 Sand Road to accommodate a statutory public meeting held in accordance with the Planning Act (Hartington Subdivision Phase 2).

Carried

18 Notice of Motion

- a) Proposed Motion regarding proposed Alto Southern Corridor

Note - this item was considered prior to the consideration of business item 11.
Reports From Administration.

Mayor Vandewal vacated the Chair. Deputy Mayor Pegrum assumed the position of Chair.

Resolution No. [2026-03]-12

Moved by Mayor Vandewal

Seconded by Councillor Leonard

That Council waive the rules of Section 16 of By-law Number 2025-21, (Council Procedure By-law), to allow Council to vote on the Notice of Motion regarding Alto's proposed southern corridor route at this meeting.

Carried

Resolution No. [2026-03]-13

Moved by Mayor Vandewal

Seconded by Councillor Trueman

Whereas Alto, a federal crown corporation, whose role is to establish a high-speed rail (HSR) network between Toronto and Quebec City has recently released possible route options with one coming through the Township of South Frontenac;

Whereas Alto has stated that the proposed southern corridor, in agricultural and resort areas with higher population density, simplifies construction and operations; and

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Whereas South Frontenac takes pride in its rural character, the protection of environmentally sensitive areas, its agricultural lands and its many natural features including the UNESCO-designated Frontenac Arch Biosphere; Therefore Be It Resolved That with the limited information and consultation that has been provided to date, the Council of the Township of South Frontenac will not support the proposed southern corridor going through its Township; That Council formally supports that a better suitable corridor and proposed stop would be within the boundaries of the City of Kingston which is the regional urban centre, economic hub as well as the transportation node for southeastern Ontario; and

That staff be directed that this motion be sent to the Hon. Steve Mackinnon, Federal Minister of Transportation, The Honourable Mark Carney, Prime Minister of Canada, MP Mark Gerretsen, MP Scott Reid, Honourable Doug Ford, Premier of Ontario, MPP John Jordan, Martin Imbleau, the President of Alto, Mayor Bryan Paterson, City of Kingston and neighbouring municipalities within the proposed HSR corridors.

Carried

- b) Mayor Vandewal resumed the Chair.
- c) Proposed Motion regarding Support for Prioritization and Funding of Kingston Health Sciences Centre Redevelopment Project

Resolution No. [2026-03]-14

Moved by Councillor Leonard

Seconded by Deputy Mayor Pegrum

That the Council of the Township of South Frontenac extend their support to City of Kingston Council Resolution Number 2026-32; Support for Prioritization and Funding of Kingston Health Sciences Centre Redevelopment Project which reads as follows:

"Whereas the Kingston Health Sciences Centre (KHSC) is the largest acute care and cancer centre in Southeastern Ontario, serving more than 500,000 residents across a broad regional catchment area including Lennox & Addington, Frontenac, Hastings, Prince Edward County, Leeds & Grenville, and more; and

Whereas KHSC's primary hospital site Kingston General Hospital (KGH) is operating in an aged, constrained facility, with critical infrastructure that no longer meets modern health-care standards for patient safety, accessibility, and clinical innovation; and

Whereas the proposed KHSC redevelopment project, including a major rebuild of KGH and the Cancer Centre of Eastern Ontario, will strengthen regional access to emergency services, surgical care, maternal and pediatric care, cancer care, and specialized programs that local hospitals rely on; and

Whereas ensuring the Province of Ontario prioritizes and funds the KHSC rebuild will provide significant benefits to all municipalities in the region, reducing service backlogs, improving patient care, and supporting equitable health-care outcomes; and

Whereas the City of Kingston is continually advocating with the province for the KHSC rebuild and within our capacity helping them on land potential in the city's west end; and

Whereas a unified regional voice is essential to demonstrate to the provincial government the urgency and broad community support for investment in modern, resilient, and future-ready hospital infrastructure in Southeastern Ontario; and

Whereas the province is currently consulting Ontarians about their 2026 budget priorities and this is a time for Kingston and neighbouring communities to express their continued support for this project to have it included in their budget;

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Therefore Be It Resolved That Kingston City Council formally requests the support of neighbouring and partner municipalities across Southeastern Ontario in advocating to the Province of Ontario for the prioritization and full funding of the Kingston Health Sciences Centre Redevelopment Project; and

That Kingston City Council request supporting municipalities to write a motion of support to be sent to the Honourable Doug Ford, M.P.P., Premier of Ontario, the Honourable Sylvia Jones, M.P.P, Minister of Health, the Honourable Kinga Surma, M.P.P., Minister of Infrastructure, Deborah Richardson, Deputy Minister of Health, Michelle E. DiEmanuele, Ontario Secretary of the Cabinet, Ted Hsu, M.P.P., Kingston and the Islands, John Jordan, M.P.P., Lanark-Frontenac-Kingston, Ric Bresee, M.P.P., Hastings-Lennox and Addington and Steve Clark, M.P.P., Leeds-Grenville-Thousand Islands and Rideau Lakes, urging immediate advancement of the KHSC rebuild in the provincial capital plan; and

That a copy of this motion be shared with the following municipal governments: Loyalist, South Frontenac, Greater Napanee, Frontenac Islands, Gananoque, Leeds & the Thousand Islands, Belleville, Quinte West, Prince Edward County, Brockville, Prescott, Smiths Falls, North Grenville and any other municipalities that rely on KHSC for specialized care."

Carried

19 Approval of Minutes

a) Resolution

Resolution No. [2026-03]-15

Moved by Councillor Roberts

Seconded by Councillor Sleeth

That the minutes of the January 13, 2026 Council meeting and the January 22, 2026 Special Council meeting be approved.

Carried

20 Approval of By-laws

a) Resolution

Resolution No. [2026-03]-16

Moved by Councillor Ruttan

Seconded by Councillor Turcotte

That By-laws Numbers (1) through (4) be given third reading.

Carried

b) Summary of By-laws:

1) By-law 2026-05 - A By-Law to Regulate Election Signs in the Township of South Frontenac

2) By-law 2026-06 - A By-Law To Amend By-Law 2000-01, "A By-law to regulate the use of and traffic, parking and stopping on highways and bridges under the jurisdiction of the council of the Corporation of the Township of South of Frontenac, pursuant to the Municipal Act, R.S.O. 1990, Chapter M.45, as amended"

3) By-law 2026-03 - A By-Law to Assume as Common and Public Highway Certain Lands in the Township of South Frontenac, Pursuant to Section 31(6) of the Municipal Act, 2001

4) By-law 2026-04 - A By-Law to provide for an Interim Tax Levy; Payment of taxes; To provide for penalty and interest of 1.25% on tax arrears per month

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21 Committee of the Whole "Closed Session"

- a) Not applicable.

22 Confirmation By-law

- a) Resolution

Resolution No. [2026-03]-17

Moved by Councillor Roberts

Seconded by Councillor Trueman

That By-law 2026-07, 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. [2026-03]-18

Moved by Councillor Leonard

Seconded by Councillor Roberts

That By-law 2026-07, being the confirmatory by-law, be given third reading, signed and sealed.

Carried

23 Date of Next Meeting

- a) The next Council meeting is scheduled for February 10, 2026 at 7:00 p.m.

24 Adjournment

- a) Resolution

Resolution No. [2026-03]-19

Moved by Deputy Mayor Pegrum

Seconded by Councillor Ruttan

That the Council meeting of February 3, 2026 be adjourned at 7:53 p.m.

Carried

Ron Vandewal, Mayor

James Thompson, Clerk

South Frontenac is a welcoming and thriving rural community

By-Law Number 2026-12

A By-Law to Confirm generally all actions and proceedings of the Council meeting of the corporation of the Township of South Frontenac on February 10, 2026

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 February 10, 2026, 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 February 10, 2026, 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 February 10, 2026, 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, February 10, 2026

Given Third Reading and Passed: Tuesday, February 10, 2026

James Thompson, Clerk

Ron Vandewal, Mayor