

Environmental Task Force Agenda

9:00 am - Tuesday, September 30, 2025

Council Chambers

[Zoom Link](#)

1. Call to Order

2. Traditional Land Acknowledgement

We begin this gathering by acknowledging and celebrating these traditional lands as a gathering place of the first peoples and their ancestors who are entrusted to care for Mother Earth since time immemorial. We do so respecting both the land and the Indigenous People who continue to walk with us through this world. Today, the Township of North Frontenac is committed to working with Indigenous Peoples and all residents to pursue a united path of reconciliation.

3. Disclosure of Pecuniary Interest and General Nature Thereof

4. Environmental Task Force Notes

- a) Notes of the Environmental Task Force Meeting dated August 26, 2025 as approved via email and received for information at the September 18, 2025 Regular Meeting of Council. 2 - 5

[Environmental Task Force - 26 Aug 2025 - Minutes - Pdf](#)

5. Business Arising

- a) Quarterly Newsletter - Content for Fall Edition
 - b) Work Plan Update 6
 - 1. Battery Storage Opportunities - John Inglis, Paul Asselin and Marlene Spruyt
 - Public Comments Received on BESS Project
 - 2. Net Metering - John Inglis, Paul Asselin and Marlene Spruyt
 - 3. Invasive Species - Roy Huetl, Fred Fowler and Mike Ward
 - 4. Septic Inspection Programs - Bruce Moore, Kate Surra, Roy Huetl and Fred Fowler
 - 5. Short-term Rentals - Bruce Moore, Kate Surra, Ange Defosse and John Inglis

[1. Public Comments Received re: BESS by Theme](#)
 - c) Updated Terms of Reference - Milestones and Council Procedural Policy for Task Force Amendments 7 - 12
- [Terms of Reference September 2025](#)

6. New Business

7. Adjournment

- a) Meeting adjourned at _____ a.m. until October 28, 2025.



Environmental Task Force Minutes

9:00 AM - Tuesday, August 26, 2025
Council Chambers

Present: Councillor Roy Huetl (Chair); Deputy Mayor John Inglis; Councillor Fred Fowler; Paul Asselin; Ange Defosse (electronic); Bruce Moore (electronic); Marlene Spruyt; and Katie Surra (electronic)

Absent with Regret: Mike Ward

Also Present: Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M., and Darwyn Sproule, Public Works Manager, P. Eng.

1. Call to Order

The Chair called the meeting to order at 9:00 a.m.

2. Traditional Land Acknowledgement

We begin this gathering by acknowledging and celebrating these traditional lands as a gathering place of the first peoples and their ancestors who are entrusted to care for Mother Earth since time immemorial. We do so respecting both the land and the Indigenous People who continue to walk with us through this world. Today, the Township of North Frontenac is committed to working with Indigenous Peoples and all residents to pursue a united path of reconciliation.

3. Disclosure of Pecuniary Interest and General Nature Thereof

None noted.

4. Environmental Task Force Notes

- a) ***Notes of the Environmental Task Force Meeting dated July 29, 2025 as approved via email and being provided to Council for information at the August 28, 2025 Regular Meeting of Council.***

No comments.

5. Business Arising

- a) ***Work Plan Update***

1. Short Term Rentals - Bruce Moore, Kate Surra, Ange Defosse and John Inglis Moore advised the sub-committee is working on a discussion paper using the solid

research previously completed by the lake associations for review by the Task Force. This document will include:

- why short term rentals should be regulated, including concerns raised by short-term rentals and the rationale for taking action.
- different approaches used across the Province to regulate short term rentals to determine what would be the best approach for North Frontenac.
- elements to be included in the By-law.

He advised he anticipates this paper will be ready for review by the Task Force at the November meeting. Once approved by the Task Force, it will be provided to Council for discussion and consideration and to provide direction to staff on a proposed By-law and legal review.

Councillor Huetl advised Council is receiving a presentation from Richard Allen, Manager of Economic Development regarding a Municipal Accommodation Tax. He will ask if this can be applied to Air B&Bs. He noted he will provide an update at the next meeting.

Note: Moore left the meeting at this time.

2. Battery Storage Opportunities - John Inglis, Paul Asselin and Marlene Spruyt

The Public Information Sessions are being held tomorrow at 3:00 pm at the Clar-Mill Hall and 7:00 pm at the Township office.

The Public Works Manager advised he has been working with Cambium and the Ministry of Environment, Conservation and Parks to ensure there are not any concerns with the proposal and the waste site and that changes to the Certificate of Approval are not required.

Deputy Mayor Inglis advised Council has approved Lisa Asbreuk, Partner, Cunningham Swan who specializes in energy projects to review the proposal and lease agreement.

Asselin explained what a risk assessment is and how it would apply to this project. A risk assessment analyzes possible risks based on the probability assigned (chance of occurrence) and the impact of the occurrence should it happen. These are assigned a high, medium and low rating and then the risks are reviewed based on this rating. For risks that are low for both criteria you may choose to accept the risk and in cases where it is high or medium for both criteria you may choose to avoid or mitigate the risk. These risks would be determined by the technology used in the project and site specific risks.

With respect to technology there has been continuous changes and improvements which reduce risks. Since 2018 there has been a 98% reduction in incidents due to the changes in the technology used for battery storage facilities and lessons learned from previous incidents. The type of batteries being used and the way the

batteries are stored has reduced the occurrences and impacts. In the cases where there were serious impacts some of the factors leading to these impacts include housing the batteries in buildings that were not designed for this purpose or in containers; the chemical make-up of the batteries; and the techniques used to manage these incidents. Batteries are now housed individually in a sealed container with venting and HVAC systems which reduces the spread of fire between batteries; the chemicals used to make the batteries has changed; and water is no longer used and the batteries are left to burn out reducing the risk to ground water contamination. It is important when researching these projects individuals research similar types of batteries, storage type and emergency response plans.

A risk assessment cannot be completed at this time as the project details are unknown at this time and it is just a concept. If IESO approves the project, the proponent will be required to have an independent third-party who specializes in energy storage complete a risk assessment. This will identify risks and formulate mitigation strategies which will need to be incorporated into the design.

An emergency response plan will also need to be completed which will use information from the risk assessment to ensure there are appropriate responses should there be an incident. This includes training and support for the local fire department prior to operation and when it first starts to operate.

If the risk assessment is completed and the risks are determined to be too high there are opportunities for the Township to not proceed with the project. The Task Force would like to understand what these opportunities are.

The Public Works Manager was asked to look at opportunities for Task Force Members to attend an existing BESS site.

Note: Surra and Defosse left the meeting at this time.

3. Net Metering - John Inglis, Paul Asselin and Marlene Spruyt
Asselin presented the presentation he prepared for Council to the Task Force.

Note: Asselin and the Public Works Manager left the meeting at this time.

4. Invasive Species - Roy Huetl, Fred Fowler and Mike Ward
Councillor Huetl advised there hasn't been any further updates from the MPs or MPPs.

5. Septic Inspection Programs - Bruce Moore, Kate Surra, Roy Huetl and Fred Fowler
Council has requested staff to prepare a report to Council regarding this matter.

The report and Council's direction will be provided to the Task Force once completed.

- b) ***Quarterly Newsletter
- Content for Fall Edition***

This item was deferred until the September 30, 2025 meeting.

6. New Business

7. Adjournment

- a) ***Meeting adjourned at 10:56 a.m. until September 30, 2025 at 9:00 a.m.***

Councillor Roy Huetl, Chair

BESS Project

Public Comments Received by Theme for Discussion by Environmental Task Force

1. Contamination/Pollution of Kashwakamak and Mississagagon Lakes – Loss of pristine lakes – impact downstream watershed lakes and rivers
2. Contamination Risk to Well Water (Ground Water) – slow leaks
3. Soil Contamination
4. Pollution from Fire – Toxic Gases/Smoke (Contamination); Explosions and Contaminated Water from fire suppression
5. Fire Risk – Impact on department and lack of resources/equipment (hydrants, foam, specialized equipment)
6. Disruption to wildlife
7. Noise – measurement and health risks
8. Decommissioning costs (\$30-50 million) plus soil contamination clean-up exceeding \$50 million
9. Project construction damaging to roads
10. Project construction – noise, dust, vibration and traffic disruptions
11. More appropriate location Impact on Tourism
12. Reduced property values – decreased taxation – people will not want to live here
13. Environmental Assessment Process & Review on-going review
14. Public Consultation during Site Plan process



Environmental Task Force

(Mandated by the Council of the Municipality of North Frontenac)

Terms of Reference September 2025 – October 2026

Mission

To provide recommendations to Council regarding policies and programs in regard to environmental protection and climate change.

Vision

Healthy and resilient natural environment and communities.

Mandate

May provide recommendations on:

1. Local resiliency to climate change through mitigation and adaptation
2. Environmental stewardship, protection and regeneration
3. Community engagement

Note: Projects to fulfill the mandate items are included in the work plan

Membership

As appointed by Council on April 5, 2024, the composition of the Task Force shall include:

- Councillor Roy Huetl, Chair
- Deputy Mayor John Inglis
- Councillor Fred Fowler

and the following Staff:

- Darwyn Sproule, Public Works Manager
- Tara Mieske, Clerk/Planning Manager (Secretary)

Also, as appointed by Council on July 25, 2024, the composition of the Task Force shall include members of the public as follows:

- Paul Asselin

- Ange Defosse
- Bruce Moore
- Marlene Spruyt
- Katie Surra
- Mike Ward

Tasks and Milestones

1. October 24, 2024 - Terms of Reference dated September 2024 approved by Council.
2. November 22, 2024 - 2025 Work Plan approved by Council.
3. April 25, 2025 – Administrative Report to Council re: Mandatory Septic Inspection – instructed staff to complete research for inspections required at time of property sales.
4. March 14, 2025 – Quarterly Environmental Newsletter Approved by Council.
5. June 12, 2025 – Battery Energy Storage System Project Proposal provided to Council by Alectra – directed ETF to work with Alectra to develop information for Township website and social media.
6. June 12, 2025 – Administrative Report to Council re: Net Metering Proposal - requested additional information.
7. June 12, 2025 – Administrative Report to Council re: Short Term Rental By-law - approved further investigation.
8. August 28, 2025 – Presentation to Council re: Net Metering Proposal – approved engineering assessment of roof and Treasurer to review financial implications.

Time Frame and Meetings

The Environmental Task Force is constituted for approximately two years, commencing on August 28, 2024, and ending November 15, 2026, with the option of continuing meetings at the discretion of Council. Ongoing reports and recommendations will be provided to Council throughout the term of the Task Force/Council. The Task Force will meet monthly or at a frequency determined by the Chair, using in-person or electronic meetings.

Procedural Matters

Open to the Public

All Task Force Meetings shall be open to the public. The Task Force is not permitted to have a Closed Session.

Notice

The appointed Manager(s) shall post the date and time of the Task Force Meetings on the Website and the Municipal Office's Electronic Sign at least 48 hours in advance of the meeting.

Electronic Participation

Members may participate in Meetings electronically.

Quorum

Although Task Force Membership is non-substituted, Council agrees that it is not necessary to establish the number of Members necessary for a Quorum; however, at least four (4) members, and the CAO or a Manager shall be present and careful consideration will be taken to ensure good representation from the voluntary sector when discussions on key issues take place or recommendations are formulated.

Attendance

In order to ensure the efficient and effective operation of the Task Force it is important the Members who have volunteered to participate in the Task Force attend and participate in Meetings. A Council Member on the Task Force may confidentially report to Council any Task Force Member who refuses or neglects to attend Meetings without just cause. Council may remove that person from the Task Force and appoint another person in their place.

Expert Members and Invited Guests

The Task Force may require experts, academics or other government/voluntary sector Representatives to attend meetings as presenters, advisers or observers because of their knowledge of the subject, of the sector or as part of another existing Committee or Task Force of Council. Such invitations shall be agreed to in advance by the Task Force and the Chair or CAO/Manager shall make the requests.

Responsibilities of the Chair

The Chair is responsible for:

- a) Consulting with the appointed Manager(s) on items to be included in the Agenda;
- b) The preservation of good order and decorum throughout Task Force meetings so that business can be carried out efficiently and effectively;
- c) Providing leadership;

- d) Opening the Meeting by taking the Chair and calling the Members to order;
- e) Ensuring the decisions of the Task Force are in conformity with the laws and Bylaws governing the activities of the Township;
- f) Ordering any person or Member in attendance at the Meeting to cease and desist any behaviour which disrupts the order and decorum of the Meeting and to order the person or Member to vacate the Council Chamber/Meeting Room where such behaviour persists; and
- g) Never allowing anyone to publicly criticize identifiable individuals. It is the responsibility of the Chair to ensure that rules of etiquette are observed by those in attendance.

Absence of the Chair

In the absence of the Chair, the Secretary shall call the meeting to order. The Chair shall be chosen from the Council Members present and they shall preside over the meeting.

Voluntary Sector Member Conduct

The Voluntary Sector Members shall:

- a) Be accountable for their accessibility and responsiveness, and to each other, as Members of a team, for participating, collaborating and doing their best to advance the joint process in good faith;
- b) Act with honesty, integrity and openness in advancing matters;
- c) Respect the individual rights, values, beliefs and personality traits of any other person, recognizing that all persons are entitled to be treated equally with dignity and respect for their personal status;
- d) refrain from making statements known to be false or with the intent to mislead the Task Force, Council or the public;
- e) Not use their position on the Task Force to benefit materially from the process or the outcomes;
- f) Not be eligible on an individual basis for contracts or other paid work commissioned by the Task Force or Council, unless the Procurement By-law requirements are met; and
- g) Respect Council and the Task Force's decision-making process even if they disagree.

If a Voluntary Sector Member is in contravention of the above Section, a Member of the Task Force may contact the CAO who will arrange to confidentially report to Council any Task Force Member who is in contravention of the Procedural Policy. Council may direct the Chair to remove that person from the Task Force and appoint another person in their place.

Agenda

The Manager(s) (or CAO in their absence) in consultation with the Chair, shall prepare an electronic Agenda and circulate to all Task Force Members at least five days prior to the Meeting. Additions to the Agenda by Members, individuals or groups will not be accepted by the Manager or Chair after 4:00 p.m. 10 calendar days preceding the Meeting. The business of each Meeting shall follow the order in which it stands on the Agenda unless the Task Force decides to amend the Agenda. Any indisposed matters will be placed on the Agenda for the next Meeting.

Recommendations to Council

Task Force Members will seek to reach consensus wherever possible. If for whatever reason, consensus cannot be achieved, the Task Force Members may agree to a recommendation, through another process, such as voting or permitting dissenting reports.

Recommendations to Council shall be in the form of a Presentation, Administrative Report or written clear recommendations (i.e. identifying options) in the conclusion of the Task Force Notes of the meeting, with supporting documentation. These recommendations, shall be presented as Motions to Council for consideration.

Notes of the Task Force

Task Force Notes shall be drafted by the Secretary and provided to the Task Force Members for approval in principle. Once approved in principle by the Task Force, the Notes will be provided to the Clerk for inclusion in the next Council Agenda for information purposes and consideration of the recommendations. Once the Notes of a Task Force meeting have been received by Council, they shall be posted by the Clerk on the Website.

Sub-Committees

The Task Force may establish a Sub-Committee to deal with a specific task/matter that is specific to a Task Force. Members of the Sub-Committee shall:

- a) Be appointed by the Task Force; and
- b) Make recommendations to the Task Force. Council or the Task Force may disband a Sub-Committee at any time when determined the Sub-Committee's mandate has been met; or the Sub-Committee is no longer required.

Expenses Incurred by Task Force Members

Task Force Members' travel expenses to attend Task Force meetings and related business will be reimbursed by the Township. The Task Force Members shall be paid mileage expenses at the per kilometer rate as determined by Council.

Indemnification of Voluntary Sector Members

Voluntary sector Representatives serving as Members of the Task Force are extended the same risk management principles as Members of Council/Committees and staff when it comes to matters of liability and insurance; and would therefore be considered "volunteers" under this policy.

Resignation or Removal of Members

If a Voluntary Sector Member resigns or is removed from the Task Force, Council may appoint a Member from the previous recruitment. The appropriate Manager will contact the selected former applicant(s) regarding their interest in serving on the Task Force and report back to Council in a Closed Session. Council may direct the appropriate Manager to advertise the vacancy of the positions and report back with the applications.

Disbandment

The Task Force shall disband in accordance with the Terms of Reference, unless otherwise approved by Council. Council may also disband the Task Force if in the opinion of Council, the Task Force is no longer required. Council shall pass a Resolution to disband a Task Force.

Accountability

Council members and Township employees are accountable for their participation on the Environmental Task Force through the normal reporting structure to Council.

Conflict of Interest Guidelines

Council Members are responsible for complying with the Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50 and the Code of Conduct for Council Members. Employees are responsible for complying with the Township's guidelines and policies on conflict of interest.

Note: This Terms of Reference is worded in accordance with the Township's Procedural By-law, as amended. The Chair will advise the Task Force of any amendments made by Council to the Township's Procedural By-law in regards to Task Forces.