



**Public Council Agenda**  
**April 6, 2023 - 9:00 a.m.**  
**Municipal Office - Council Chambers**  
**6648 Road 506, Plevna**  
**[Zoom Meeting Registration](#)**

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**1. Call to Order and Purpose of Meeting**

**2. Chair's Opening Remarks**

**3. Approval of Agenda**

a) April 6, 2023

**Be It Resolved That** Council approves the Agenda regarding Amendments to the Fees and Charges By-law dated April 6, 2023, as circulated.

**4. Disclosure of Pecuniary Interest and General Nature Thereof**

**5. Council, CAO, and Managers' Administrative Reports**

a) Clerk/Planning Manager: Proposed Amendments to the Fees and Charges By-law – More Specifically to Schedule 'F', Schedule 'N' and Schedule 'S'

**Be It Resolved That** Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Proposed Amendments to the Fees and Charges By-law – More Specifically to Schedule 'F', Schedule 'N' and Schedule 'S';

**And That** Council will consider a By-law to amend the Fees and Charges By-law later at the regular meeting to repeal By-law #75-22.

**6. Public Comments and Questions**

**7. Adjournment**

a) Adjournment of Meeting

3 - 7

**Be It Resolved That** Council adjourns the Public Meeting at \_\_\_\_\_  
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## Administrative Report

To: Mayor and Members of Council

From: Tara Mieske, Clerk/Planning Manager, Dipl.M.A., Dipl.M.M.

Recommended by: Corey Klatt, Dipl.M.A., Chief Administrative Officer

Date of Meeting: April 6, 2023 – Public Meeting

Re: Proposed Amendments to the Fees and Charges By-law – More Specifically to Schedule 'F', Schedule 'N' and Schedule 'S'

### Background

Proposed amendments to the Fees and Charges By-law are to amend the following schedules:

- Schedule 'F' Waste Management – Landfill Tipping Fees;
- Schedule 'N' Disposition of Land; and
- Schedule 'S' – Tariff of Fees for a Licence for a Shipping Container.

### Schedule 'F' Waste Management – Landfill Tipping Fees

The Township no longer stocks Composters due to the cost to purchase and not having a proper storage area at the Municipal Complex to keep inventory. Therefore, the Public Works Manager is requesting the removal of the sale of composters from Schedule 'F' to the Fees and Charges By-law in its entirety.

### Schedule 'N' Disposition of Land

On February 4, 2022, an Administrative Report was presented to Council for the closing of three (3) shore road allowances. Conversation arose regarding the fees in regard to the process for selling shore road allowances and Council passed the following Resolution regarding the conversation.

**Moved by Deputy Mayor Martin, Seconded by Councillor Inglis #37-22**

**Be It Resolved That** Council instructs the Clerk to review the Fees and Land Costs for Shore Road Allowances; and report back to Council.

**Carried**

On March 17, 2023, an Administrative Report was presented to Council with proposed amendments to both the Policy and the Fees. Council passed By-law #20-23 "To Establish a Policy for the Sale and Disposition of Land" and provided

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Clerk/Planning Manager  
Proposed Amendments to the Fees and Charges By-law – More Specifically to Schedule 'F',  
Schedule 'N' and Schedule 'S'  
April 6, 2023  
Page 1 of 2

that the new fee structure be presented to Council in a Public meeting. The proposed fee structure will impact the following:

- Increase to the Administrative Fee;
- Increase of Land Costs for Road Allowances; and
- To add a Re-activation Fee.

**Schedule 'S' – Tariff of Fees for a Licence for a Shipping Container**

Amend Schedule 'S' to make an administrative adjustment to the wording to include 'Administrative/Licence Fee for a Shipping Container.....'

**Research By**

Tara Mieske, Clerk/Planning Manager

Sonia McLuckie, Administrative Assistant to Clerk/Planning Manager

**Comments**

Council will receive comments from the public regarding the proposed amendments.

**Financial Implications**

Schedule 'F' – Nil;

Schedule 'N' – Set out in the Administrative Report dated March 17, 2023;

Schedule 'S' – Nil.

**Recommendation**

**Be It Resolved That** Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Proposed Amendments to the Fees and Charges By-law – More Specifically to Schedule 'F', Schedule 'N' and Schedule 'S';

**And That** Council will consider a By-law to amend the Fees and Charges By-law later at the regular meeting to repeal By-law #75-22.

Enclosures:

1. Schedule 'F'; Schedule 'N' and Schedule 'S' – Proposed Amendments

**Township of North Frontenac  
By-law No. 75-22**

**Schedule 'F' – Waste Management – Landfill Tipping Fees**

**Landfill Tipping Fees**

- **Single Bag Tag** **\$2.00 each**
- **Waste Volume Fee** **\$20.00 / cubic yard**  
Includes household and commercial construction/demolition waste and shingles. Fee will be determined by the Waste Site Attendant or Official based on volume of the load.
- **Brush and Yard Waste** **\$10.00 / cubic yard**  
Fee will be determined by the Waste Site Attendant or Official based on volume of the load.
- **Box Spring or Mattress** **\$20.00 each**
- **Chair** **\$10.00 each**
- **Sofa** **\$20.00 each**
- **Sofa Bed** **\$30.00 each**
- **Carpet**
  - small = up to 50 square feet **\$5.00**
  - medium = 51 to 144 sq ft **\$15.00**
  - large = over 144 square feet **\$25.00**
- **Carpet Tile** **\$0.25 each**
- **Tent** **\$4.00 each**
- **Plastic Lawn Chair/ Misc. Plastic** **\$4.00 each**
- **Insulated Cooler** **\$6.00 each**
- **Miscellaneous Waste per Bag (Bulky Item Bin)** **\$4.00 each**
- **Rigid Plastic** **\$4.00 each**
- **Boat Tarp / Shrink Wrap** **\$10.00 each**
- **Artificial Christmas Tree** **\$10.00 each**
- **White Goods (Appliances containing "Freon" or any Ozone depleting refrigerant – Refrigerators, Freezers, Air Conditioners etc).**  
Fee Exempt if Freon has been removed by a Qualified Person.  
Unit must be properly tagged to qualify. **\$30.00 each**
- ~~**Composter Bins for sale** **\$40.00 each**~~

**Bag Tag Fees**

- Bag or other acceptable container of waste equivalent to one standard 26"X36" garbage bag
- Oversized bags or other acceptable equivalent container of waste shall require additional tags or fee as may be determined by the Waste Site Attendant or Official based on the volume.

**Township of North Frontenac  
By-law No. 75-22**

**Schedule 'N' – Disposition of Land**

**Disposition of Land**

Administrative Fee (Non-Refundable)

- Fee – \$1,~~02~~00 + applicable taxes

Application Re-activation (after the passing of the By-law)

- Fee – \$250 + applicable taxes

Land Costs for Shore Road Allowance

- Fee – \$0.~~15~~55 per square foot

Land Costs for Concession, Lot, Reserve, Forced Road Application (not leading to water)

- Fee – \$~~250.00~~500.00 flat fee for first linear 500 feet (or less) + \$~~35~~00 ~~for~~ each~~per~~ linear foot thereafter (based on 33 foot width)

Land Costs for Concession, Lot, Reserve, Forced Road Application (leading to water)

- Fee – \$0.~~15~~55 per square foot for 66 feet abutting water + \$~~250.00~~500.00 flat fee for first linear 500 feet (or less) + \$5.00 ~~for each~~per linear foot thereafter (based on 33 foot width)

**Note:** The Applicant is entirely responsible for any expenditure incurred such as survey costs and legal fees, whether the process is completed or not.

**Township of North Frontenac  
By-law No. 75-22**

**Schedule 'S' – Tariff of Fees for Licence for a Shipping Container**

**Tariff of Fees for Licence for a Shipping Container**

Administrative/Licence fee for a Shipping Container 15 square metres or less

- No Fee

Administrative/Licence fee for a Shipping Container exceeding 15 square metres

- Fee - \$150.00

Administrative/Licence Fee for Shipping Container placed without a Licence

- Fee – \$300.00