



**Regular Council Agenda
July 20, 2023 - 5:00 p.m.
Municipal Office - Council Chambers
6648 Road 506, Plevna
[Zoom Meeting Registration](#)**

Page

- 9
1. **Call to Order**
 - a) Public Notice regarding Recording of Meetings

 2. **Approval of Agenda**
 - a) July 20, 2023
Be It Resolved That Council approves the Agenda dated July 20, 2023, as circulated.

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

 4. **Presentations**

None.

 - 10 - 13
 5. **Delegations**
 - a) Keith Anderson, Palmerston Highlands Owners Association: Assumption of Maintenance of Palmerston Heights Subdivision
Be It Resolved That Council receives for information the presentation from Keith Anderson, Palmerston Highlands Owners Association, requesting the Township assume maintenance of Palmerston Heights Subdivision; and thanks him for his time spent today.

 - 14 - 20
 - b) Amy Fraser, President, Lake Mazinaw Property Owner's Association (MPOA): Eurasian Milfoil Invasive Species Issue
Be It Resolved That Council receives the presentation from Amy Fraser, President, Lake Mazinaw Property Owner's Association regarding Eurasian Milfoil Invasive Species Issue; and thanks her for her time spent today.

- 21 - 34
6. **Adoption of Minutes**
- a) Minutes of Meeting(s)
- Be It Resolved That** Council adopts the Minutes as circulated, of:
1. A Public Meeting of Council held June 29, 2023;
 2. A Regular Meeting of Council held June 29, 2023; and
 3. A Meeting of the Personnel and Audit Committee held July 11, 2023.
7. **Business Arising Out of Minutes**
- None.
- 35 - 36
8. **Communications**
- Clerk's Administrative Report - Communications 'A' Section**
- Be It Resolved That** Council receives for information Section 'A' Items of the Clerk's Administrative Report entitled "Communications of Interest."
- Communications 'B' Section - Action Items**
- 37 - 38
- B1. Open Farm Days 2023 - Proclamation
- Whereas** the Township of North Frontenac recognizes the importance of agriculture in the region;
- And Whereas** the Township of North Frontenac believes a strong agricultural economy is essential for enduring communities, for the health of our residents, and to establish a strong community in support of food security for our citizens as well as our businesses, and organizations;
- And Whereas** the Township of North Frontenac has a vision of a strong agriculture community that is rooted in the character of Frontenac County and its residents: welcoming, natural, healthy, clean, tranquil, entrepreneurial, and rural by choice and conviction;
- And Whereas** the Township of North Frontenac is committed to supporting agriculture to grow businesses, attract more visitors and expand the tax base;
- Now Therefore Be It Resolved That** the Council of the Township of North Frontenac hereby declares September 1 to October 15, 2023, as Open Farm Days in Frontenac County, and reminds individuals of the importance of this six-week celebration which supports local agriculture and food businesses in our communities;
- And That** the Township of North Frontenac encourages all residents to support local farms and food businesses by participating in this series of events;
- And That** Council instructs the Manager of Community Development to share the details with the public on the upcoming events.

39 - 40

- B2. Deputy Mayor Inglis: Request to Attend the AMO LAS Energy Symposium

Be It Resolved That Council receives for information an email dated July 7, 2023 from Corey Klatt, CAO, advising Deputy Mayor Inglis would like to attend the AMO LAS Energy Conference held in Toronto from November 2-3, 2023;

And That, per the Conference Policy the Deputy Mayor and Council Members are permitted to attend one conference per year and the Mayor can attend two Conferences; the 2023 Budget was approved for 6 Conference and not 8 as previously all Council members were not attending conferences; to date four Council members have attended a conference in 2023;

And That Council approves Deputy Mayor Inglis' request to attend a second conference being the AMO LAS Energy Conference November 2-3, 2023.

41

- B3. John Seniuk, Tyler Seniuk, Ryan Seniuk and Sheldon Willerton: Request for Exemption from By-law #65-21 - Noise Control Policy

Be It Resolved That Council receives for information an email dated July 7, 2023 from John Seniuk, Tyler Seniuk, Ryan Seniuk and Sheldon Willerton advising they will be hosting an event featuring live music acts on August 19, 2023 on North Shore Road and requesting an exemption from the following sections of Noise By-law #65-21:

And That Section 3.3 c) prohibits the operation of any electronic device or group of connected electronic devices incorporating one or more loudspeakers or other electromechanical transducers, and intended for the production, reproduction or amplification of sound;

And That Council approves the exemption to the Noise By-law to permit the event on August 19, 2023;

And That Council instructs the Clerk to provide a copy of this Resolution to the requester and Township's By-law Enforcement Officer.

42

- B4. Riverhill Farm & Fine Food Ltd re: Donation of two (2) Cedar Picnic Tables for Clarendon Miller Community Hall

Be It Resolved That Council receives the email dated July 13, 2023 from Riverhill Farm & Fine Food Ltd. wanting to donate two new cedar picnic tables for the Clar-Mill Hall;

And That Council graciously accepts the donation of the two picnic tables to be placed at the Clar-Mill Hall;

And That Council instructs the Manager of Community Development to contact Riverhill Farm & Fine Foods Ltd. to advise them of Council's decision and thank them for the donation.

43 - 46

- B5. Township of Selwyn – Request for Support re: Short-Term Rentals

Be It Resolved That Council receives the request for support from the Township of Selwyn requesting the Province move forward as soon as possible to legislate that all third party Short Term Rental (STR) brokerage companies, for example Airbnb and VRBO, be required to have all rental listings registered, including paying an appropriate annual fee and being responsible for the listings and ensuring compliance;

And That the STR brokerage company provide this registry along with the collected fees to the municipality in which the STR properties are located which allows the municipality to be aware of all registered STR properties and to have access to funds for municipal expenses to enforce/respond to issues at a STR property;

And That the Province require the STR brokerage companies to de-list/remove properties from the company’s listings so that the property cannot be rented where a municipality has identified and verified life, health and/or nuisance infractions including noise, fire safety, septic, etc.

And That the Council of the Township of North Frontenac supports the Township of Selwyn and encourages the Province to regulate STRs to assist with consistency across the Province and reduce confusion and frustration for consumers and residents with respect to STR;

And That a copy of this Resolution be sent to the Township of Selwyn, the Minister of Municipal Affairs, John Jordan MPP and Scott Reid, MP.

9. Council, CAO, and Managers' Administrative Reports

Reports Requiring Action

47 - 49

- a) Clerk/Planning Manager: Road Allowance Closure for Approval in Principle – McNicol

Be It Resolved That Council receives for information the Clerk/Planning Manager Administrative Report entitled “Road Allowance Closure for Approval in Principle – McNicol”;

And That Council approves the Application to close, stop up and sell the 66’ Road Allowance between Concessions 9 and 10 in Lot 8, geographic Township of Palmerston as noted on the sketch submitted with the application to the applicant in accordance with the Road Closing Policy;

And That the Clerk circulate Olmstead, the adjacent property owner; and to Fenwick and Johnson to ensure there are no concerns with access to their properties;

And That Council waives the requirement to offer thirty-three (33) feet to the adjacent property owner of the proposed Concession Road Allowance due to the irregular shape being requested to be purchased.

50 - 53

- b) Clerk/Planning Manager: Four (4) Shore Road Allowance Applications for Approval in Principle – Williams, Eustace, Jackson-Stroobach and Indagate Engineering Corp.

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Four (4) Shore Road Allowance Applications for Approval in Principle – Williams, Eustace, Jackson-Stroobach and Indagate Engineering Corp.";

And That Council approves in principle the Application(s) to close, stop up and sell the Shore Road Allowance(s) as describes below:

- Part of the Shore Road Allowance lying adjacent to Part Lot 10, Concession 9, geographic Township of Miller (Big Lake);
- Part of the Shore Road Allowance lying adjacent to Part Lot 34, Concession 14, geographic Township of Clarendon (Sand Lake);
- Part of the Shore Road Allowance lying adjacent to Lot 1, Plan 1944, geographic Township of South Canoto (Palmerston Lake);
- Part of the Shore Road Allowance lying adjacent to Part Lot 10, North Easterly Range, geographic Township of Miller (Shaw Lake).

54 - 58

- c) Clerk/Planning Manager: Shore Road Allowance Closure and Sale By-law – Jennekens, Willms and Kosziwka

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Shore Road Allowance Closure and Sale By-law – Jennekens, Willms and Kosziwka";

And That, as required by By-law #20-23,

- **All That Part** of the Shore Road Allowance in front of Lot 17, Concession 5 geographic Township of Miller, being Part 2 on Registered Plan 13R-22868 (Wensley (Brule) Lake);
- **All That Part** of the Shore Road Allowance in front of Lot 15, Concession 5 geographic Township of Miller, being Part 1 on Registered Plan 13R-22868 (Wensley (Brule) Lake);
- **All That Part** of the Shoreline Road Allowance lying in front of Lot 16, Concession 2 geographic Township of Barrie, being Part 2 on Registered Plan 13R-22850 (Big Gull Lake).

be declared as surplus and sold to the adjoining owner. Appraisal of the properties are not necessary as these are Shore Road Allowances;

And That Council will consider a By-law later in the meeting to Stop-up, Close and Sell a Portion of the Shore Road Allowance.

59 - 61

- d) Clerk/Planning Manager: Summary of Proposed Changes to the Natural Heritage Policies of the Provincial Policy Statement/Provincial Planning Statement

Be It Resolved That Council receives for information the Administrative Report entitled "Summary of Proposed Changes to the Natural Heritage Policies of the Provincial Policy Statement/Provincial Planning Statement";

And That Council direct the Clerk to submit comments about the proposed changes as outlined in Appendix A of this report to the Province through the Environmental Registry of Ontario.

62 - 66

- e) Manager of Community Development: Scenic Route and Historic Loop Signage Sponsorship Program

Be It Resolved That Council receives for information the Manager of Community Development’s Administrative Report entitled “Scenic Route and Historic Loop Signage Sponsorship”;

And That Council approves in principle, the creation of a Scenic Route/Historic Loop Signage Sponsorship Program;

And That Council approves the MCD entering into Scenic Route/Historic Loop Sponsorship Program agreements with local businesses and/or community organizations upon amendment of Schedule ‘A’ of By-law #36-23 (Fees and Charges) to include the sign sponsorship program fees at \$120 per stop/sign;

And That Council instructs the Clerk to schedule a Public Meeting to amend the Fees & Charges By-law at an upcoming meeting.

67 - 68

- f) Manager of Community Development: Public Internet Support Program

Be It Resolved That Council receives for information the Manager of Community Development’s (MCD) Administrative Report entitled “Public Internet Support Hours”;

And That Council approves discontinuing of the Public Internet Support Program at the Plevna and Cloyne Libraries effective September 1, 2023;

And That Council directs the MCD to contact the Kingston Frontenac Public Library to offer the donation of the four (4) computers (2 at each library) for continued use by residents/visitors during library hours.

69 - 72

- g) Public Works Manager: Blue Box Transition Update

Be It Resolved That Council receives for information the Public Works Manager’s Administrative Report entitled “Blue Box Transition Update”;

And That Council approve Public Works Manager to initiate negotiations with the Producer Responsibility Organization (PRO) for an agreement(s) addressing blue box recycling services during the transition period and post-transition;

And That Council approves the Public Works Manager to consult with Cambium to assist with forecasting and provide details for the negotiations.

And That the Public Works Manager will report the status of the negotiations and provide a recommendation regarding an agreement(s) with the PRO to Council for consideration at a future meeting.

73 - 74

- h) Manager of Community Development: Ompah Hall – Community Fridge

Be It Resolved That Council receives for information the Manager of Community Development’s (MCD) Administrative Report entitled “Ompah Hall – Community Fridge”;

And That Council approves the placement of one of the two fridges from the Hall Kitchen to be the Community Fridge in the foyer at the Ompah Hall;

And That Katie Worden, President of the Ompah Community Centre Association (OCCA) will complete the Public Health Application and enter into an Agreement with the Township for the OCCA to hold the Township harmless and provide evidence of their insurance and work with the MCD to ensure all Public Health Guidelines are followed.

Reports Received for Information Purposes Only

75 - 79

- i) Director of Emergency Services/Fire Chief: Emergency Response Plan Annual Compliance Report - 2022

Be It Resolved That Council receives for information the Director of Emergency Services/Fire Chief’s Administrative Report entitled “Emergency Response Plan Annual Compliance Report - 2022”.

80 - 86

10. External Committees/Local Boards/Task Force Notes and Reports

- a) Committee of Adjustment/Planning Advisory Committee

Be It Resolved That Council receives for information the Minutes of a meeting of the Committee of Adjustment/Planning Advisory Committee dated May 29, 2023.

11. Giving Notice of Motion (By a Member of Council to the Clerk for Council’s consideration for inclusion on the next Meeting Agenda)

12. Motions, Written Notice of which has been Given (By a Member of Council and approved by Council at a prior Meeting)

None.

87 - 88

13. Council Portfolio Verbal Reports

- a) Each Council member has a portfolio for which they are responsible. The Councillor may provide a verbal report for information purposes.

89 - 91

14. Introduction and Reading of By-laws

- a) By-law(s) to be Considered:

Be It Resolved That leave be given the Mover to introduce the following By-law(s) that have been circulated to all members of Council:

- By-law #47-23 - Road Closing – Willms, Jennekens and Kosziwka

And That these By-law(s) be read a first, second and third time and finally passed.

15. Public Forum

16. Closed Session

None.

17. Rise and Report (Overview of the Closed Session by the Presiding Officer)

None.

18. Confirmatory By-law

a) Confirming By-law #48-23

Be It Resolved That By-law #48-23, being a By-law to confirm all actions and proceedings of Council for its Regular Meeting held July 20, 2023 be read a first, second, and third time and finally passed.

19. Adjournment

a) Adjournment of Council Meeting

Be It Resolved That Council adjourns the Meeting at ____ .m. until August 17, 2023 or at the call of the Chair.

“Accessible formats and communication support are available upon request. The Township of North Frontenac is committed to accessibility for persons with disabilities. Please contact Eric Korhonen, Accessibility Coordinator at firechief@northfrontenac.ca if you have an Accessible accommodation request.”



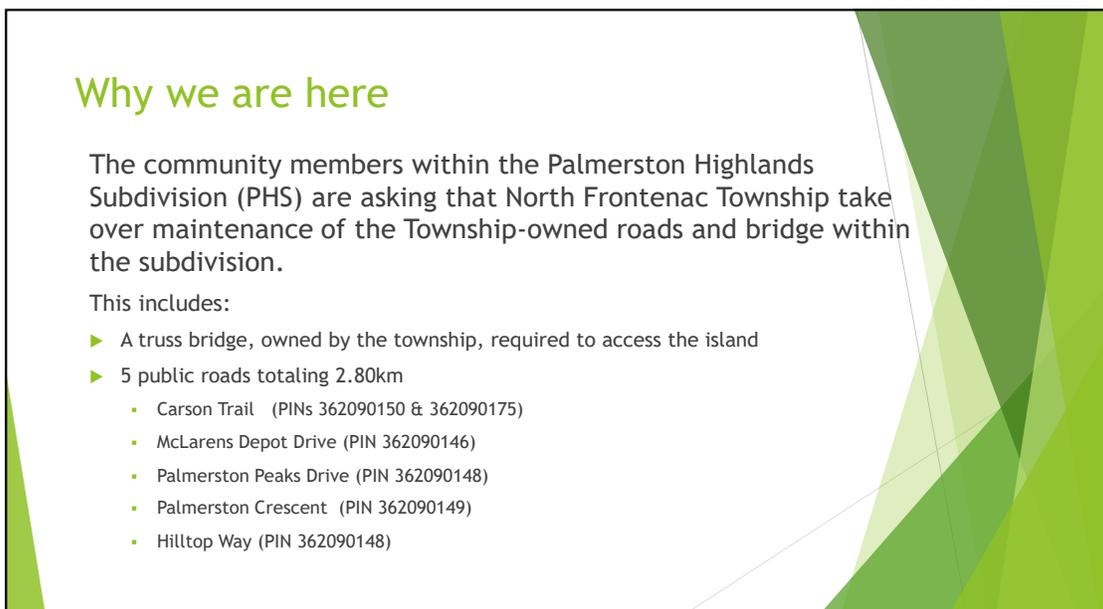
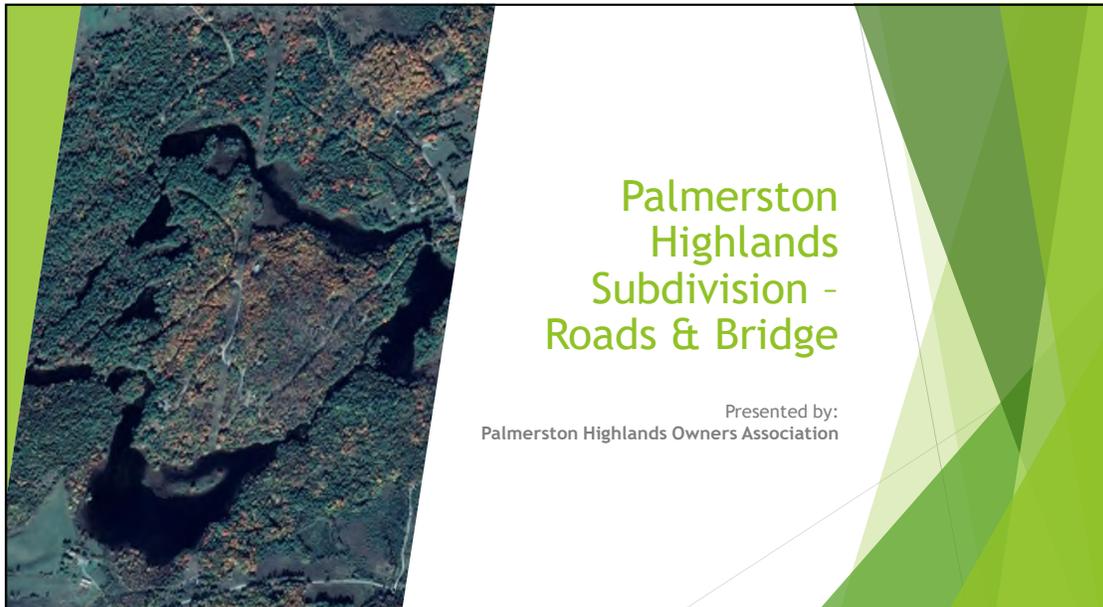
Please be advised North Frontenac Council Meetings are recorded. By attending a public meeting of Council, you are consenting to your image, voice and comments being recorded.

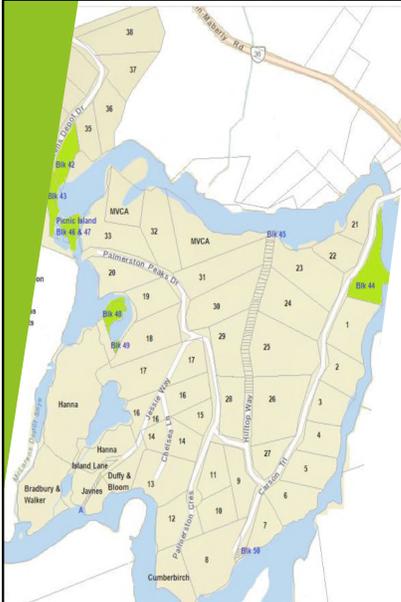
The Chair and/or the Clerk have the discretion and authority at any time to direct the termination or interruption of the recording. Such direction will only be given in exceptional circumstances where deemed relevant. Circumstances may include instances where the content of debate is considered misleading, defamatory or potentially inappropriate to be published.

The Township shall not be responsible should technical difficulties prevent the recording of any meeting, or a portion thereof. Technical issues may include but are not limited to the availability of the internet connection, device failure or malfunction, unavailability of social media platforms or power outages. It should be noted that no protection is afforded to Council Members, Employees or the public for comments made during Meetings which are subsequently challenged in a court of law and/or determined to be defamatory.

Notice is hereby provided that under the authority of the Municipal Act, 2001 and in accordance with the Municipal Freedom of Information and Privacy Act (MFIPPA), that all information provided for at a public meeting or other public process are considered a public record.

Members of Council, Staff, Delegates and attendees should be mindful of using names of individuals or entities when discussing matters in public. Attendees are advised that they may be subject to legal action if their actions result in inappropriate and/or unacceptable behaviour or comments.





Palmerston Highlands

- ▶ Roads are publicly accessible; no restrictions to use of Township roads, along with 66 feet of road allowance.
- ▶ Publicly accessible canoe routes traverse over several properties within the subdivision.

KEY DATA

- ▶ 47 individually owned lots
 - 28 used year-around
 - 14 permanent residences
- ▶ 2 blocks of property owned by the Mississippi Valley Conservation Authority
- ▶ 9 blocks jointly owned by property owners
- ▶ Approximately \$90K of property taxes was collected in 2022
- ▶ Estimated market value of properties: \$18.6M

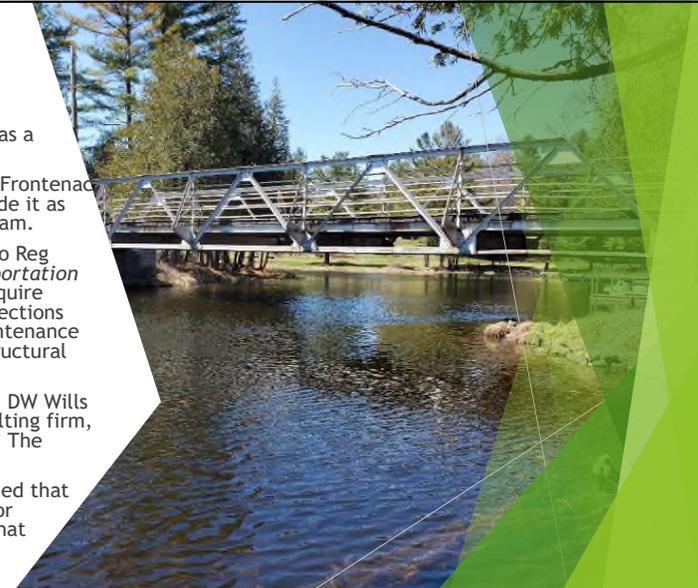


History (Roads)

- ▶ Palmerston Highlands Subdivision was developed in 1983 by Arnold Carson
- ▶ Since the early 1990s, PHS roads have been maintained by the community of Palmerston Highlands with exceptional care:
 - Snow removal by a local contractor
 - Grading twice per year by another local contractor
 - Investments to improve sight lines
 - Clearing of debris/fallen trees, filling potholes, and maintaining ditches where necessary

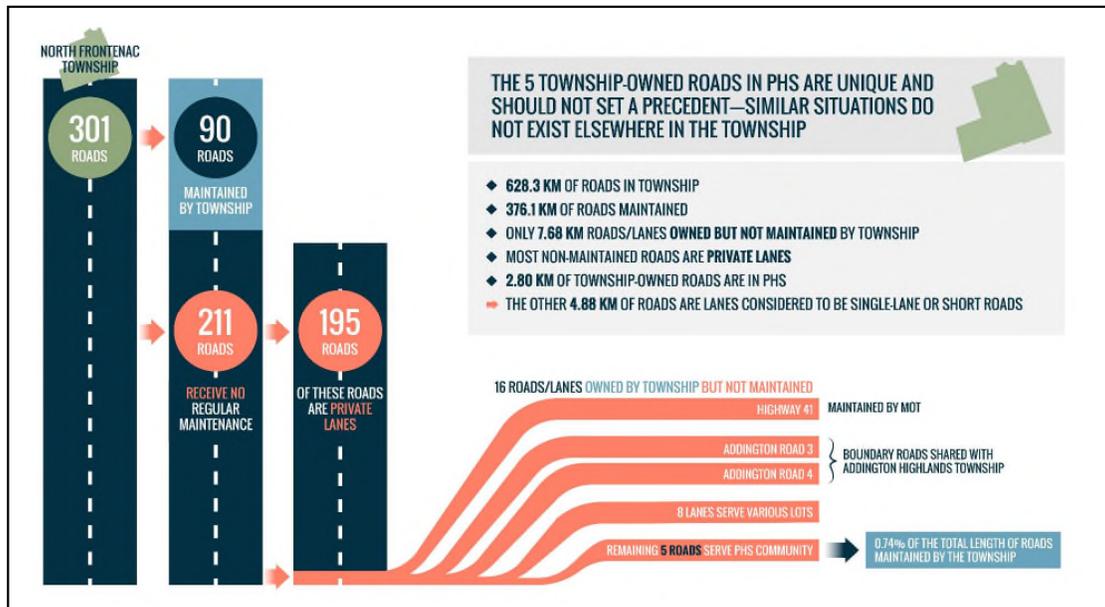
History (Bridge)

- ▶ Installed in the early 1980s and was a previously used bridge.
- ▶ Despite owning the bridge, North Frontenac Township does not currently include it as part of its bridge inspection program.
- ▶ The *Standards for Bridges* (Ontario Reg 104/7) pursuant the *Public Transportation and Highway Improvement Act* require owners of bridges to conduct inspections every two years and perform maintenance including repairs to ensure the structural integrity, safety and condition.
- ▶ In 2022, the PHS community hired DW Wills Associates Ltd, an engineer consulting firm, to inspect the Carson Trail bridge. The bridge is in a good usable state.
- ▶ The engineer's report recommended that specific components be repaired or replaced. It did not recommend that the entire bridge be replaced.



Additional Considerations

- ▶ The roads in question would total 0.74% of the total length of roads maintained by the Township.
- ▶ Having safe reliable roads/highways for public use is in keeping with the long-term vision as contained in the Township's Official Plan, 2017.
- ▶ The subdivision design and development conditions were approved by the Township 40 years ago. Obligations imposed on the developer included meeting engineering and safety requirements for the roads and bridge.
 - Given the number of year-round users and permanent residents, there is an inherent responsibility for the Township to now take over the maintenance responsibilities of the PHS roads and bridge it owns.
- ▶ The Subdivision Agreement was registered on title in 1983. The actual agreement says that the owner (including subsequent owners) covenants to maintain the road themselves. However, the *Land Titles Act* specifies that where a condition, restriction or covenant has been established and no expiry was fixed, the condition, restriction or covenant expires after 40 years. Such is the case with the covenants pertaining to road maintenance contained in the 1983 Subdivision Agreement.
 - Those covenants no longer apply; PHS owners no longer covenant to maintain the Township owned roads themselves.
- ▶ The unmaintained bridge could pose significant liability risk to the Township.
 - "The Ministry of Transportation is responsible for provincial bridges, and municipalities are responsible for the bridges in their jurisdictions." – Auditor General of Ontario, 2009



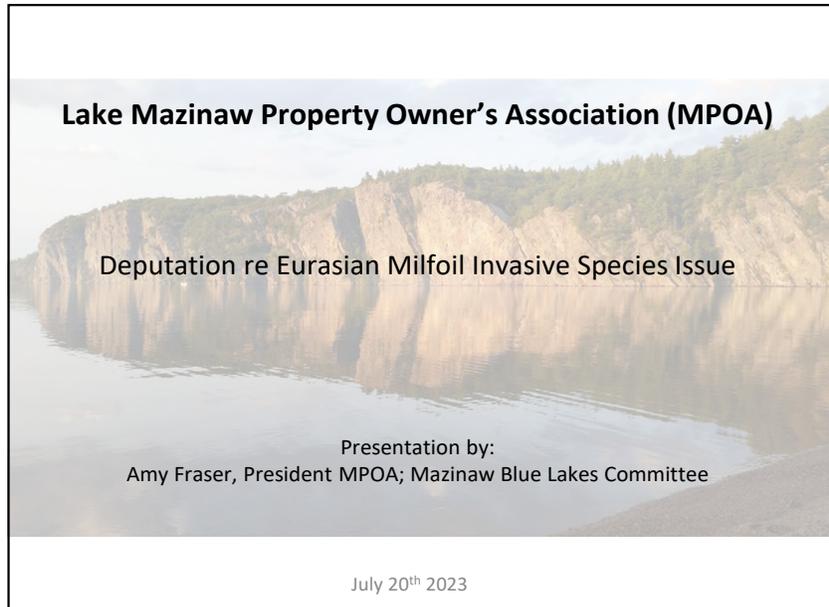
Next Steps



- ▶ North Frontenac Township Council agrees in principle to take over responsibility for maintenance of the roads and bridge
- ▶ The Palmerston Highlands Owners Association (PHOA) will collaborate as required with the Township to enable the Township to assume responsibility for the roads with the PHS
 - Provide any necessary background documentation
 - Support Township officials in conducting their own assessment
 - Engage in discussions and answer questions as required

PHOA will follow By-Law 123-13 and related policy/guidelines (Assumption of Unmaintained Municipal Roads and Private Lanes Policy and Minimum Road Construction Standards) as best as possible

- Seek petition signatures from community members (seeking 2/3 agreement)
- Submit petition to Council by August 31, 2023



Lake Mazinaw Property Owner's Association (MPOA)

Deputation re Eurasian Milfoil Invasive Species Issue

Presentation by:
Amy Fraser, President MPOA; Mazinaw Blue Lakes Committee

July 20th 2023



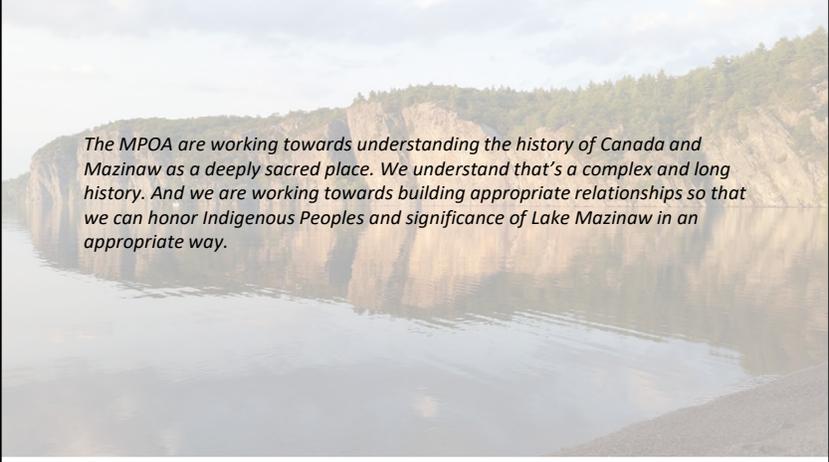
Agenda

- 1) Lake Mazinaw Intro – Key Facts
- 2) Issue Statement - Eurasian Milfoil
- 3) Issue Statement - Eurasian Milfoil Infestation on Lake Mazinaw
- 4) Support needed from Council

Appendix

1. Park Regulated Area
2. Consultation List

Land Acknowledgement



The MPOA are working towards understanding the history of Canada and Mazinaw as a deeply sacred place. We understand that's a complex and long history. And we are working towards building appropriate relationships so that we can honor Indigenous Peoples and significance of Lake Mazinaw in an appropriate way.

Lake Mazinaw Intro – Key Facts

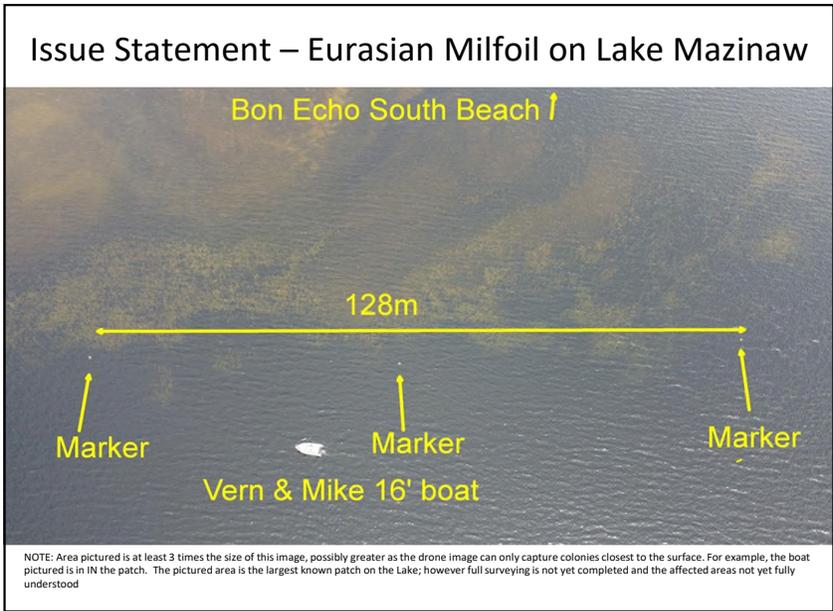
- **National Historic Site of Canada - Indigenous Culture:** designated in 1982 as a NHS for being largest Indigenous pictograph site on the southern Canadian Shield and the only major pictograph site in southern Ontario (260 pictographs). The lake's name comes from Mazinaabikinigan-zaaga'igan, meaning "painted-image lake" in Algonkian (with reference to the pictographs)
- **Economic Engine:** Lake Mazinaw draws approx 500,000 visitors per year, resulting in significant economic spinoff for North Frontenac and beyond (ie reported 70% of local business is from the Bon Echo Provincial Park)
- **Headwater:** Lake Mazinaw is the headwater for the Mississippi Valley watershed, draining into over 250 lakes and wetlands. The watershed is 3,750 km², from its headwaters at Mazinaw Lake to its confluence at the Ottawa River near Fitzroy Harbour
- **Flagship Lake:** Lake Mazinaw is deemed as a flagship lake by the Blue Lakes Program, due to its array of rare attributes (ie It is the seventh-deepest lake in Ontario with a maximum depth of (476 ft) resulting in several aquatic species of interest to various scientific communities)
- **Home of the Bon Echo Provincial Park and Crown Land:** Bon Echo Provincial Park is a provincial park is approx 3.7 miles north of Cloyne within the township boundaries of both North Frontenac and Addington Highlands.



Issue Statement - Eurasian Milfoil

Eurasian Milfoil will have devastating impacts on the Lake Health – do nothing is not an option

- **REDUCES PROPERTY VALUES BY 20% AND PROPERTY TAXES FOR LOCAL GOVERNMENT** - academic studies conclude that EM reduces property values by 20% and associated losses in property taxes that reduce local government revenue, justifying the need for management strategies that prevent and control invasions
- **MOSQUITO AND ALGAE BLOOMS:** Dense floating vegetation becomes breeding habitat for mosquitoes. Sudden nutrient release caused by late-season die-back of extensive plant beds fosters algae blooms.
- **SPREADS AT A RATE OF 13X OVER 8 YEARS OR MORE** – it’s growth rate is extremely aggressive forming thick underwater stands of tangled stems and dense floating mats of vegetation. Growth rates can vary from lake to lake. We will not know our growth rate until the mapping can occur
- **LOST BIODIVERSITY and ECOSYSTEM DAMAGES** - Native vegetation gets shaded out, fish spawning grounds become overcrowded and inaccessible, and biodiversity is lost.
- **REDUCED DISSOLVED OXYGEN** - Stagnant oxygen-depleted conditions are often found in association with dense beds of EWM. When it dies and decomposes, it consumes dissolved oxygen from the water which degrades living conditions for fish and aquatic organisms, and can even cause massive fish-kills.
- **REDUCES RECREATION OPPORTUNITIES** - It directly affects humans by interfering with recreational activities such as swimming, canoeing, kayaking, paddleboarding, fishing and boating; thereby compromising tourism to the Lake and its economic spinoffs
- **COSTS:** Costs to manage EWM growth are borne by either local citizens, lake management organizations, and/or local governments.



Support needed from Council

- 1) **Initial and ongoing GIS mapping** - used to inform appropriate mitigation measures, apply for grants and permits, communicate to Lake users where it is located
- 2) **Funding** - needed to manage EM (i.e approx \$200k - \$500k per year based on other Lakes depending on the area quantity and quality and the type of mitigation chosen)
- 3) **Municipal Grants** - We need the municipality to apply for municipal grants that MPOA can't apply to (list can be provided)
- 4) **Mandatory septic testing as recommended by NFLAA** - to keep phosphorus levels and weed growth down. Studies show that mandatory septic testing results in 10% identification of septic failure vs 2% under a volunteer inspection model. In our MPOA correspondence August 2022 to MVCA (copy to North Frontenac) we explained that:
 - **for the last 4 sampling periods (2016 -2021)** - the average phosphorus for Oligotrophic or Lake Trout lakes in the South or Lower Lake exceeded the target level by 84%, (18.4 ug/l versus 10 ug/l)nearly double
 - **A Deadly Combination** - Phosphorus from deficient septic tanks feeds Eurasian Milfoil causing increased growth. In turn when the Eurasian Milfoil dies off annually it increases the phosphorous. Dissolved oxygen levels are also depleted

Appendix



Drone Footage (July 2023)

Visual flight that might help people get a better visual idea of the scope of the issue.. This flight isn't really useful for getting measurements but it does give a decent "big picture" sort of view of what we are talking about and where we are.

<https://youtu.be/octB1hSWbZE>

Similar flight along the west shore of south Mazinaw just south of the park area where Vern and Mike had already placed markers.

<https://youtu.be/KgyEqXCcUsk>

Seconded By: Councillor Huetl

Be It Resolved That Council receives for information the Director of Emergency Services, Fire Chief's Administrative Report entitled "New Automatic Aid Agreement with Greater Madawaska Township";

And That Council approves the new Automatic Aid Agreement with Greater Madawaska Township;

And That Council will consider a By-law later in the meeting.

Carried

e. Manager of Community Development: Rental Agreement with the First Resource Management Group Inc. (Mazinaw-Lanark Forest Inc.) for Rental of Office Space at the Barrie Community Hall

Resolution #: 301-23 Moved By: Councillor Fowler

Seconded By: Councillor Huetl

Be It Resolved That Council receives for information the Manager of Community Development's Administrative Report entitled "Rental Agreement with the First Resource Management Group Inc. (Mazinaw-Lanark Forest Inc.) for Rental of Office Space at the Barrie Community Hall";

And That Council will consider a By-law later in the meeting to authorize the Mayor and Clerk to sign the Agreement with the First Resource Management Group Inc.

Carried

f. Public Works Manager: Application to Name a Lane

Resolution #: 302-23 Moved By: Councillor Huetl

Seconded By: Councillor Fowler

Be It Resolved That Council receives for information the Public Works Manager's Administrative Report entitled "Application to Name a Lane";

And That Council approves in principle, subject to the Public Notice, the name "Leszczuk Lane";

And That Council instructs the Clerk to prepare a draft By-law amending the Corporation's Naming of Roads By-law #07-03 to include the private lane name, and provide the required Public Notice of the Township's intention to pass this By-law at a future meeting.

Carried

Reports Received for Information Purposes Only

None.

11. External Committees/Local Boards/Task Force Notes and Reports

a. Economic Development Task Force

Resolution #: 303-23 Moved By: Councillor Fowler

Seconded By: Councillor Huetl

Be It Resolved That Council receives for information the Minutes of the Economic Development Task Force dated June 19, 2023.

Carried

Clerk

Mayor

Secretary

Per the Procedural By-law, "These motions have been approved in principle by the Personnel and Audit Committee and shall become Resolutions of Council only on Council's adoption of the Minutes of the Personnel and Audit Committee Meeting."



Administrative Report

To: Mayor and Members of Council

From: Tara Mieske, Clerk/Planning Manager

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

Date of Meeting: July 20, 2023

Re: Communications of Interest to Council

A. It is recommended that the following communication of interest to the Township be received for Council's information and filed.

Notes: Correspondence included in the A Section of this report can be obtained by the Public from the Clerk/Planning Manager at clerkplanning@northfrontenac.ca.

All Council Members directly receive information and updates from the Association of Municipalities of Ontario (AMO) and the Federation of Canadian Municipalities (FCM), therefore, these will not be listed in the Clerk's Communications Administrative Report.

Previously provided A Section: (Received for Information Only)

1. Severance Application #B10/23 – Notice of Decision – Twin Pine Lane;
2. Severance Application #B11/23 – Notice of Decision – 9603 Road 509;
3. Municipality of North Perth – Request for Support re: Vacant Building Official Positions;
4. Ministry of Natural Resources and Forestry (MNRF) re: Regulatory Amendments to O. Reg. 161/17 and O. Reg. 326/94 under the Public Lands Act to Address Floating Accommodations
5. Minor Variance Application #A10/23 – Notice of Hearing – 9489C Road 509 (Poulin);
6. County of Oxford re: Municipal Codes of Conduct;
7. Ontario Human Rights Commission re: 2022–23 Annual Report;
8. Federation of Ontario Cottagers' Association (FOCA) re: Elert Late June 2023;
9. County of Frontenac re: Updates from Frontenac Economic Development;
10. Ministry of Natural Resources and Forestry (MNRF) re: Proposal to Amend Three Regulated Manuals under the Crown Forest Sustainability Act;
11. Zoning By-law Amendment #Z02/23 – Notice of Decision – 2819 Road 506 – Gibson;
12. Ministry of Natural Resources and Forestry (MNRF) re: Release of Proposed Technical Bulletin – Flooding Hazards;
13. Township of Addington Highlands re: Notice of Complete Application – ZBA – Garcia;
14. Alcohol and Gaming Commission of Ontario re: Extension of Hours Liquor Sales Licensees During FIFA Women's World Cup 2023;

Clerk/Planning Manager Administrative Report
Communications
July 20, 2023
Page 1 of 2

15. Township of Central Frontenac re: Notice of Zoning By-law Amendment – Housekeeping;
16. County of Frontenac re: Invitation to Open Farms.

B: Action Items: (to include items brought forward from Section A above by a Member of Council)

Previously Provided B Section

1. County of Frontenac re: Open Farm Days 2023 | Proclamation;
2. Deputy Mayor Inglis re: Request to Attend AMO LAS Energy Symposium;
3. Residents re: Request for Noise Exemption to By-law #65-21 – Noise By-law;
4. Riverhill Farm & Fine Food Ltd re: Donation of two (2) Cedar Picnic Tables for Clarendon Miller Community Hall;
5. Township of Selwyn – Request for Support re: Short-Term Rentals.

From: Debbi Miller
Sent: June 21, 2023 8:36 AM
To: Louise Fragnito; Cindy Deachman; Matt Walker; Brooke Ross; Chris Nelson
Cc: Richard Allen
Subject: Open Farm Days 2023 | proclamation

Good morning,

I hope everyone is having a good week and enjoying the change in weather.

At an earlier EcDev Working Table meeting this year, we discussed Open Farm Days and the approval to proclaim Open Farm Days from September 1 to October 15, 2023. It was recommended that the proclamation be shared with the Townships to bring to their respective Councils as well.

By proclaiming Open Farm Days, this will build support for increased awareness for the importance of agriculture and food in our region. This is the [Open Farms Report](#) that went to the Planning and Economic Development Advisory Committee in March.

In July, the proclamation will go to Frontenac County Council as well as City of Kingston Council.

I have attached the proclamation that will be going to County Council in July.

If you are able to bring the proclamation to your Council that would be appreciated. Please let me know the date for awareness if you are.

If you are interested in learning more about Open Farm Days or if you are able to share some information with businesses in your community, please see [Open Farm Days - Engage Frontenac](#).

Please let me know if you need anything in addition to this or have any questions.

Thank you in advance,
Debbi

Debbi Miller (she/her/hers)
Community Development Officer

Open Farm Days September 1 to October 15, 2023

Whereas the County of Frontenac recognizes the importance of agriculture in the region; and,

Whereas Frontenac County believes a strong agricultural economy is essential for enduring communities, for the health of our residents, and to establish a strong community in support of food security for our citizens as well as our businesses, and organizations; and,

Whereas Frontenac County has a vision of a strong agriculture community that is rooted in the character of Frontenac and its residents: welcoming, natural, healthy, clean, tranquil, entrepreneurial, and rural by choice and conviction; and

Whereas the County of Frontenac is committed to supporting agriculture to grow businesses, attract more visitors and expand the tax base;

Now Therefore Be It Resolved That the Council of the Corporation of the County of Frontenac hereby declares September 1 to October 15, 2023, as Open Farm Days in Frontenac County, and reminds individuals of the importance of this six-week celebration which supports local agriculture and food businesses in our communities

And Further That the County encourages all residents to support local farms and food businesses by participating in this series of events.

From: Corey Klatt
Sent: July 7, 2023 10:22 AM
To: Tara Mieske
Cc: Kelly Watkins
Subject: FW: AMO LAS Energy Symposium

Hi Tara.

Could you please add (this email) Deputy Mayor Inglis' request to Communications B for the July 20th Council Meeting.

Per the annual budget the Deputy Mayor and Councillors are permitted to attend one Conference per year. Should Council approve this expense, this will be Deputy Mayor Inglis' second Conference in 2023. At this time three Councillors have not attended Conferences in 2023 and have not indicated they are planning to attend; therefore there is still money available in the budget for this request at this time.

We have gone ahead and booked this for Deputy Mayor Inglis as he was concerned that it would fill up quickly and he advised he will reimburse the Township if Council does not approve the expense.

It is anticipated the costs for Deputy Mayor Inglis to attend this conference including mileage and expense/per-diem will be approximately \$1,600 plus HST.

Corey Klatt, Dipl.M.A
Chief Administrative Officer

From: John Inglis
Sent: July 7, 2023 9:37 AM
To: Brooke Drechsler
Subject: Fwd: AMO LAS Energy Symposium

Hi Brooke,

I'd like to register for this November 2 and 3 symposium in Toronto. I'd also like to stay the night of Nov. 2 in a nearby hotel.

Thanks, John Inglis

AMO LAS Energy Symposium

November 2 – 3, 2023

Novotel Toronto Centre

Join us this fall at the **AMO LAS Energy Symposium** where municipalities will gather to showcase their innovation and initiative in addressing issues around net zero emissions, energy generation, consumption, and demand. From the development of building standards to deep energy retrofits and community engagement on energy issues including an indigenous perspective on climate change, this is an opportunity to learn from your peers and contribute to energy sustainability/low carbon energy economy in your municipalities.

Registration

Register today as space is limited. **Deadline to Register: October 26, 2023**

Location

Novotel Toronto Centre
45 The Esplanade
Toronto, ON M5E 1W2

From: Tara Mieske
Sent: July 10, 2023 8:10 AM
To: Stephanie Regent; Fred Fowler; Gerry Lichty; John Inglis; Roy Huetl; Vernon Hermer; Wayne Good
Cc: Brooke Drechsler; Sonia McLuckie; Corey Klatt; Kelly Watkins
Subject: Communications - Residents re: Request for Exemption - 65-21 - Noise By-law

Good Morning – For inclusion in the July 20, 2023, Council Agenda, Communications, B Section. Thanks Tara

Tara Mieske, Dipl.M.A., Dipl.M.M.
Clerk /Planning Manager
Township of North Frontenac
6648 Road 506, Plevna, ON, K0H 2M0

From: Tyler Seniuk
Sent: July 7, 2023 4:01 PM
To: Tara Mieske
Cc: John Seniuk; Ryan Seniuk; Sheldon Willerton
Subject: Request for Exemption - 65-21

To Tara Mieske / Council,

Hoping this has reached the correct recipient.

As per By Law 65-21, Schedule A, Section 3.5, please consider this request to be granted an exemption of By-Law #65-21 - Noise Control Policy.

As such the owners of [REDACTED] would request an exemption to host live music acts on August 19, 2023 From 1PM EST to 11:30PM EST.

The event is designed to welcome friends and family of the owners of the property, as well as local neighbors, to an evening of music and food.

Looking forward to the council decision on the matter.

Contacts Include email addresses in the cc line and below:

John Seniuk

Tyler Seniuk

Ryan Seniuk

Sheldon Willerton

From: Tara Mieske
Sent: July 13, 2023 12:23 PM
To: Stephanie Regent; Fred Fowler; Gerry Lichty; John Inglis; Roy Huetl; Vernon Hermer; Wayne Good
Cc: Corey Klatt; Brooke Drechsler; Sonia McLuckie; Kelly Watkins
Subject: FW: Donation of 2 cedar picnic tables

Good Afternoon – For inclusion in the July 20, 2023, Council Agenda, Communications, B Section. Thanks Tara

Tara Mieske, Dipl.M.A., Dipl.M.M.
Clerk /Planning Manager
Township of North Frontenac

From: Stephanie Lemke
Sent: July 13, 2023 12:01 PM
To: Matt Walker (Economic Development Officer)
Subject: Donation of 2 cedar picnic tables

Hi Matt

We at Riverhill farm would like to donate 2 new cedar picnic tables for the Clarmill hall in Plevna as the ones there now are getting very rickety and rotten.

Please let me know if we are able to do this and when we would be able to deliver the tables.

Thank you
Steph
Riverhill Farm & Fine Food Ltd.

From: Tara Mieske
Sent: July 13, 2023 3:56 PM
To: Stephanie Regent; Fred Fowler; Gerry Lichty; John Inglis; Roy Huetl; Vernon Hermer; Wayne Good
Cc: Corey Klatt; Brooke Drechsler; Sonia McLuckie; Kelly Watkins
Subject: FW: Communications - Township of Selwyn - Request for Support – Short-Term Rentals

Good Afternoon – Moved to B per Mayor Lichty. Thanks Tara

Tara Mieske, Dipl.M.A., Dipl.M.M.
Clerk /Planning Manager
Township of North Frontenac

From: Gerald Lichty
Sent: July 13, 2023 2:36 PM
To: Tara Mieske
Subject: Fwd: Communications - Township of Selwyn - Request for Support – Short-Term Rentals

Please move this to Section B. Even though we have yet to decide if this is a strategic priority, I believe that we should put our shoulder behind this resolution.

Gerry

From: Tara Mieske
Sent: June 30, 2023 2:53 PM
To: Stephanie Regent; Fred Fowler; Gerry Lichty; John Inglis; Roy Huetl; Vernon Hermer; Wayne Good
Cc: Corey Klatt; Brooke Drechsler; Sonia McLuckie; Kelly Watkins
Subject: Communications - Township of Selwyn - Request for Support – Short-Term Rentals

Good Afternoon – For inclusion in the July 20, 2023, Council Agenda, Communications, A Section. Thanks Tara

Tara Mieske, Dipl.M.A., Dipl.M.M.
Clerk /Planning Manager
Township of North Frontenac

From: Selwyn Info
Sent: June 29, 2023 3:13 PM
To: premier@ontario.ca
Subject: Resolution No. 2023 – 143 – Notice of Motion – Short-Term Rentals

Please find attached a Resolution Letter regarding Short Term Rentals passed by the Township of Selwyn's Council at its meeting held on the 27th day of June 2023.

Kind regards,

Selwyn Township
P.O. Box 270
Bridgenorth, ON K0L 1H0
t: 705.292.9507
f: 705.292.8964
www.selwyntownship.ca



www.selwyntownship.ca

June 29, 2023

Hon. Doug Ford
Premier of Ontario
Room 4620
99 Wellesley St. W.,
Toronto, Ontario M7A 1A1

Via Email: premier@ontario.ca

Please be advised that at its meeting held on the 27th day of June 2023, the Council of the Township of Selwyn passed the following resolution:

Resolution No. 2023 – 143 – Notice of Motion – Short-Term Rentals

Councillor Brian Henry – Councillor John Boyko –

Whereas the demand for alternative accommodations has resulted in an increased prominence of residential properties being advertised for short term accommodations through third party companies such as Airbnb and VRBO; a shift from the 'traditional' cottage rental historically managed by a property owner; and

Whereas over the past decade a flood of properties have been removed from the ownership and long-term rental market (*Canada Research Chair in Urban Governance at McGill University*) contributing to housing shortages, increased housing demands and increased housing costs resulting in housing affordability issues, including affordable rentals; and

Whereas short term rentals (STR) can be beneficial, when operated appropriately, by providing solutions for the accommodation industry that supports local tourism and small businesses as well as providing an opportunity for property owners to generate income from their residence (permanent or seasonal) using a convenient third-party system; and

Whereas STR's can create nuisances including noise, parking, high volumes of visitors attending a property, septic capacity and fire safety, for adjacent residential property owners who wish to experience quiet enjoyment of their property; and

Whereas research indicates that demand for STR's is increasing, in part due to vacationers choosing domestic travel options as well as the financial benefits to property owners, demonstrating that STR's are here to stay; and

Mailing Address
PO Box 270
Bridgenorth
Ontario K0L 1H0

Tel: 705 292 9507
Fax: 705 292 8964

Whereas there are no Provincial regulations in place governing third party STR companies resulting in a variety of regulations/guidelines being implemented at the local municipal level which creates inconsistencies, confusion and frustrations for both consumers and residents across the Province;

That the Township of Selwyn request that the Province move forward as soon as possible to legislate that all third party Short Term Rental brokerage companies, for example Airbnb and VRBO, appropriately manage and be responsible for their listings and to compel compliance that the Province establish the requirement for STR companies to require each rental listing to be registered and to pay an appropriate annual fee and that STR company provide this registry along with the collected fees to the municipality in which the STR properties are located which allows the municipality to be aware of all registered STR properties and to have access to funds for municipal expenses to enforce/respond to issues at a STR property; and further

That the Province require the STR company to de-list/remove the property from the company's listings so that the property cannot be rented where a municipality has identified and verified life, health and/or nuisance infractions including noise, fire safety, septic, etc...

That a copy of this resolution be sent to all Ontario municipalities for support as well as to Minister of Municipal Affairs and Housing Steve Clark, local M.P.P. Dave Smith and M.P. Michelle Ferreri.

Carried.

If you have any questions, please do not hesitate to contact us.

Sincerely,

Megin Hunter

Megin Hunter
Office Assistant/Receptionist
mhunter@selwyntownship.ca

cc: steve.clark@pc.ola.org
michelle.ferreri@parl.gc.ca
dave.smithco@pc.ola.org
All Ontario Municipalities



Administrative Report

To: Mayor and Members of Council

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

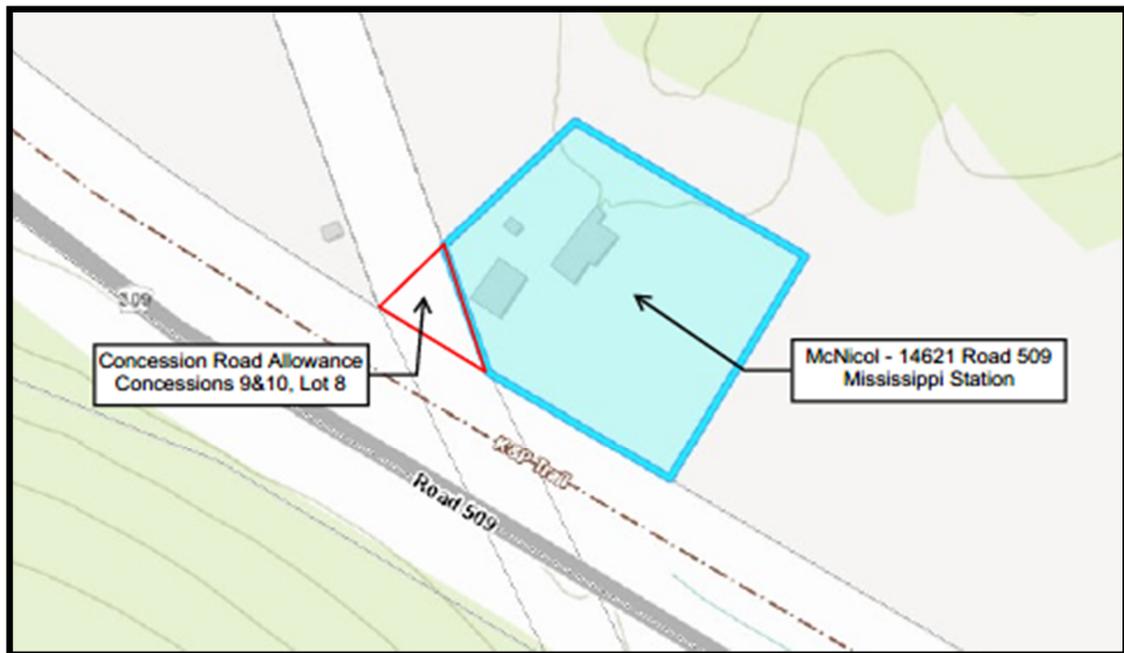
Recommended by: Corey Klatt, Dipl.M.A., Chief Administrative Officer

Date of Meeting: July 20, 2023

Re: Road Allowance Closure for Approval in Principle – McNicol

Background

William and Darlene McNicol submitted an Application for Council's consideration to purchase a portion of the Road Allowance between Lot 8, Concessions 9 and 10, geographic Township of Palmerston.



Research By

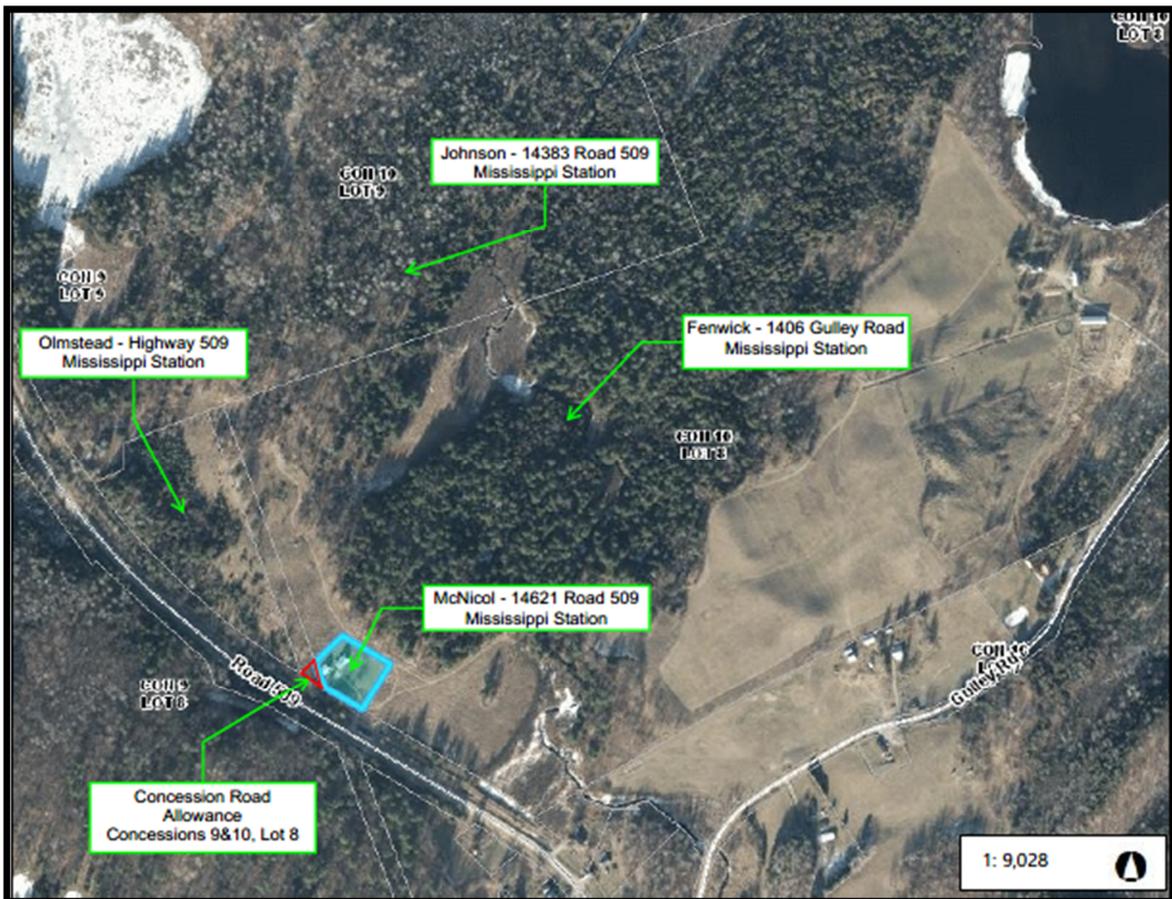
Tara Mieske, Clerk/Planning Manager

Sonia McLuckie, Assistant to the Clerk/Planning Manager

Comments

The Municipal Road Inspector completed an inspection on July 5, 2023. He provided that this Road Allowance does not lead to water, however abuts the K&P Trail. The proposed sale of this Road Allowance will not impact the use of the K&P Trail or its access. He also commented that the proposed sale will not impact the surrounding property owners as there are other access points to their properties.

The Road Closing Policy provides “half thirty-three (33) feet of the Road Allowance will be offered to the owners of property abutting the opposite side of the subject Road Allowance.” Due to the irregular shape of the proposed Concession Road Allowance, it would be difficult to offer half (33 feet) of the Road Allowance to the adjacent property owner.



It is recommended Council Approve in Principle the sale of the full sixty-six (66) feet of the Road Allowance to the applicant and notice be provided to Olmstead the adjacent property owner; and to Fenwick and Johnson to ensure no concerns with access to their properties.

Financial Implications

In accordance with the Township Road Closing Policy #20-23 and Schedule 'N' for the Disposition of Land in the Fees and Charges By-law #36-23, the Administrative fee of \$1,200 plus HST was collected when the Application was submitted.

Recommendation

Be It Resolved That Council receives for information the Clerk/Planning Manager Administrative Report entitled "Road Allowance Closure for Approval in Principle – McNicol";

And That Council approves the Application to close, stop up and sell the 66' Road Allowance between Concessions 9 and 10 in Lot 8, geographic Township of Palmerston as noted on the sketch submitted with the application to the applicant in accordance with the Road Closing Policy;

And That the Clerk circulate Olmstead, the adjacent property owner; and to Fenwick and Johnson to ensure there are no concerns with access to their properties;

And That Council waives the requirement to offer thirty-three (33) feet to the adjacent property owner of the proposed Concession Road Allowance due to the irregular shape being requested to be purchased.



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: July 20, 2023

Re: Four (4) Shore Road Allowance Applications for Approval in Principle – Williams, Eustace, Jackson-Stroobach and Indagate Engineering Corp.

Background

The Township received four (4) Shore Road Allowance Applications to close and purchase the Shore Road Allowance abutting the Applicants' property.

The following is a summary of the Application's received:

- Application #1 – T2/543/22 – Williams – Mountain Road, Big Lake. The Applicant indicates that this Road Allowance has never been used as a public road; the road closure will not prohibit access to any other property; and there are no easements or restrictive covenants affecting the closure of this Road Allowance;
- Application #2 – T2/550/23 – Eustace – 1534 Beach Road, Sand Lake. The Applicant indicates that this Road Allowance has never been used as a public road; the road closure will not prohibit access to any other property; and there are no easements or restrictive covenants affecting the closure of this Road Allowance;
- Application #3 – T3/551/23 – Jackson-Stroobach – 1111 North Shore Estates Lane, Palmerston Lake. The Applicant indicates that this Road Allowance has never been used as a public road; the road closure will not prohibit access to any other property; and there are no easements or restrictive covenants affecting the closure of this Road Allowance;
- Application #4 – T2/552/23 – Indagate Engineering Corp. – Mountain Road, Shaw Lake. The Applicant indicates that this Road Allowance has never been used as a public road; the road closure will not prohibit access to any other property; and there are no easements or restrictive covenants affecting the closure of this Road Allowance.

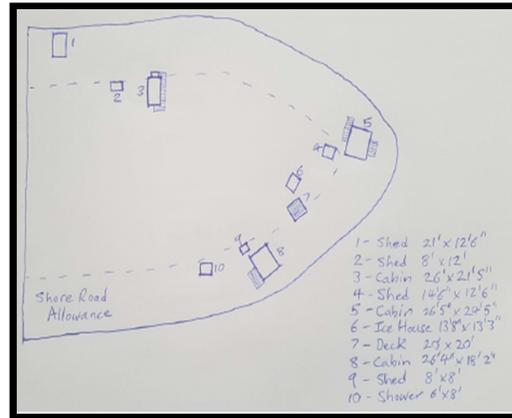
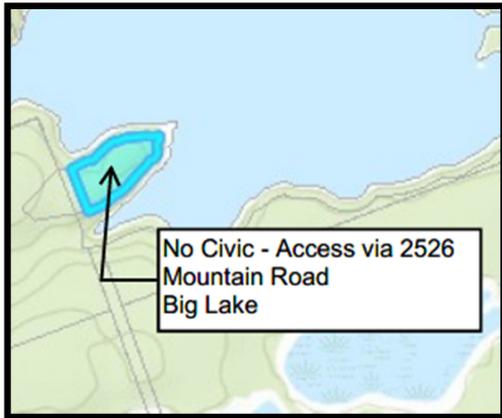
Researched By

Tara Mieske, Clerk/Planning Manager

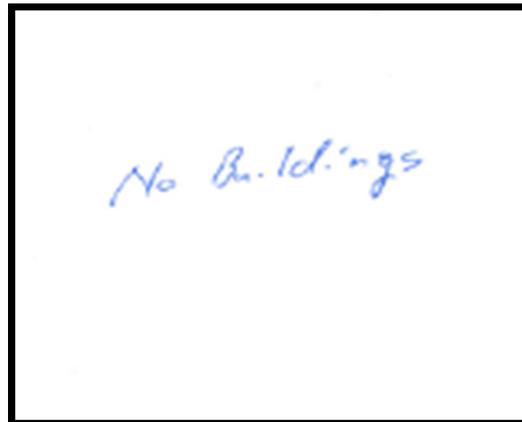
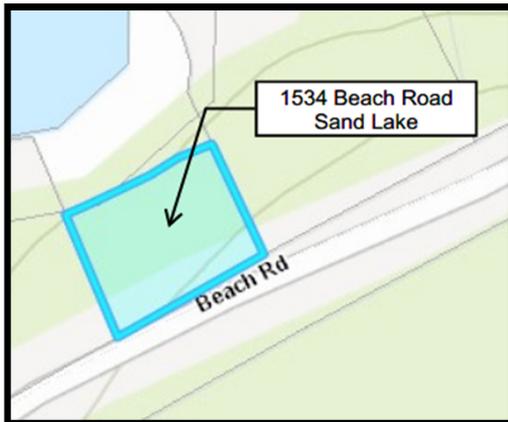
Sonia McLuckie, Administrative Assistant to the Clerk/Planning Manager

Comments

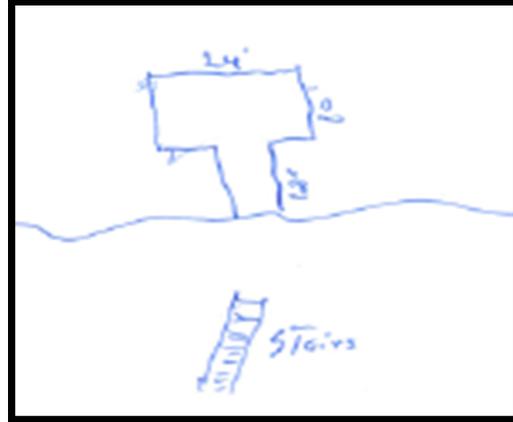
The Municipal Road Allowance Inspector's Inspection Form for Application #1 (Williams) was completed on July 5, 2023 with no objections. He advised there were no natural features; neighbouring properties; or Township Roads affected by the Application. He noted the shoreline is rocky and well treed. Below is the Key Map and sketch provided by the Municipal Road Inspector:



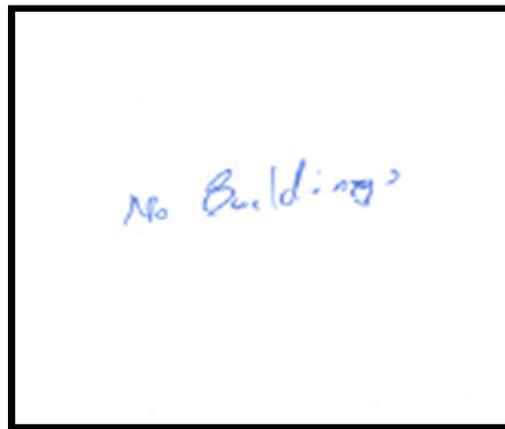
The Municipal Road Allowance Inspector's Inspection Form for Application #2 (Eustace) was completed on July 5, 2023 with no objections. He advised there were no natural features or neighbouring properties; or Township Roads affected by the Application. He noted the shoreline is well treed. Below is the Key Map and sketch provided by the Municipal Road Inspector:



The Municipal Road Allowance Inspector's Inspection Form for Application #3 (Jackson-Stroobach) was completed on July 5, 2023 with no objections. He advised there were no natural features or neighbouring properties; or Township Roads affected by the Application. He noted the shoreline is rocky, natural and well treed. Below is the Key Map and sketch provided by the Municipal Road Inspector:



The Municipal Road Allowance Inspector's Inspection Form for Application #4 (Indagate Engineering Corp.) was completed on July 5, 2023 with no objections. He advised there were no natural features or neighbouring properties; or Township Roads affected by the Application. He noted the shoreline is natural and well treed. Below is the Key Map and sketch provided by the Municipal Road Inspector:



Financial Implications

The Williams' Application (Application #1), was submitted prior to the amendments to the Disposition of Land Policy and the Fees and Charges By-law #10-22; therefore the Administration Fee for this file will be \$1,000 plus HST.

Williams provided the Administrative Fee at the time they submitted the Application on March 23, 2023.

All other Applications were submitted under the new Road Closing Policy, and Fees and Charges By-law #36-23; therefore the Administration Fee was submitted in the amount of \$1,200 plus HST.

Recommendation

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Four (4) Shore Road Allowance Applications for Approval in Principle – Williams, Eustace, Jackson-Stroobach and Indagate Engineering Corp.";

And That Council approves in principle the Application(s) to close, stop up and sell the Shore Road Allowance(s) as describes below:

- Part of the Shore Road Allowance lying adjacent to Part Lot 10, Concession 9, geographic Township of Miller (Big Lake);
- Part of the Shore Road Allowance lying adjacent to Part Lot 34, Concession 14, geographic Township of Clarendon (Sand Lake);
- Part of the Shore Road Allowance lying adjacent to Lot 1, Plan 1944, geographic Township of South Canonto (Palmerston Lake);
- Part of the Shore Road Allowance lying adjacent to Part Lot 10, North Easterly Range, geographic Township of Miller (Shaw Lake).



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

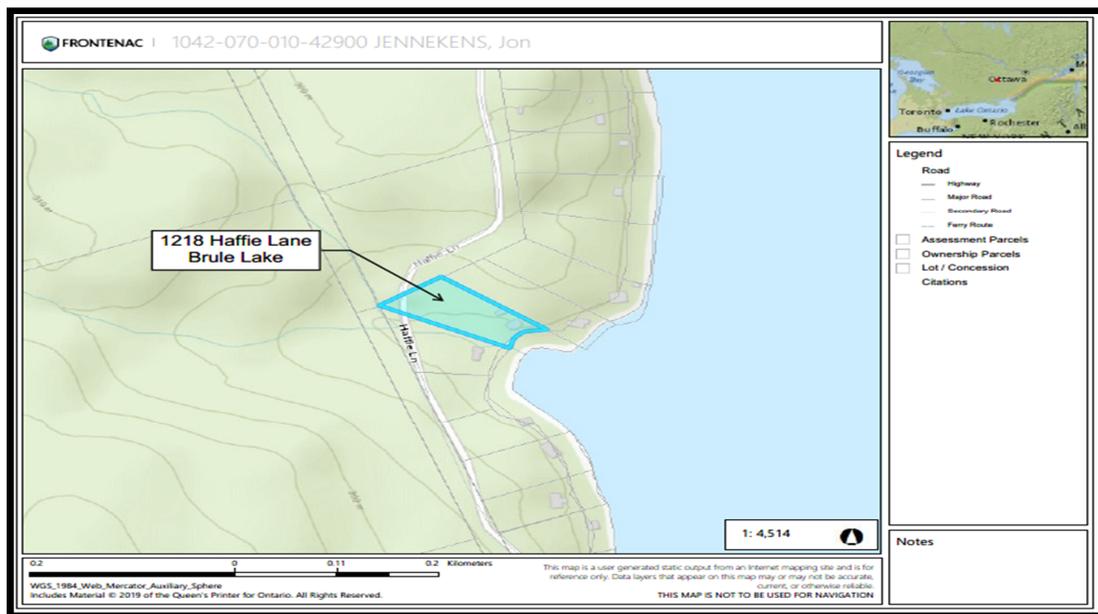
Date of Meeting: July 20, 2023

Re: Shore Road Allowance Closure and Sale By-law – Jennekens, Willms and Kosziwka

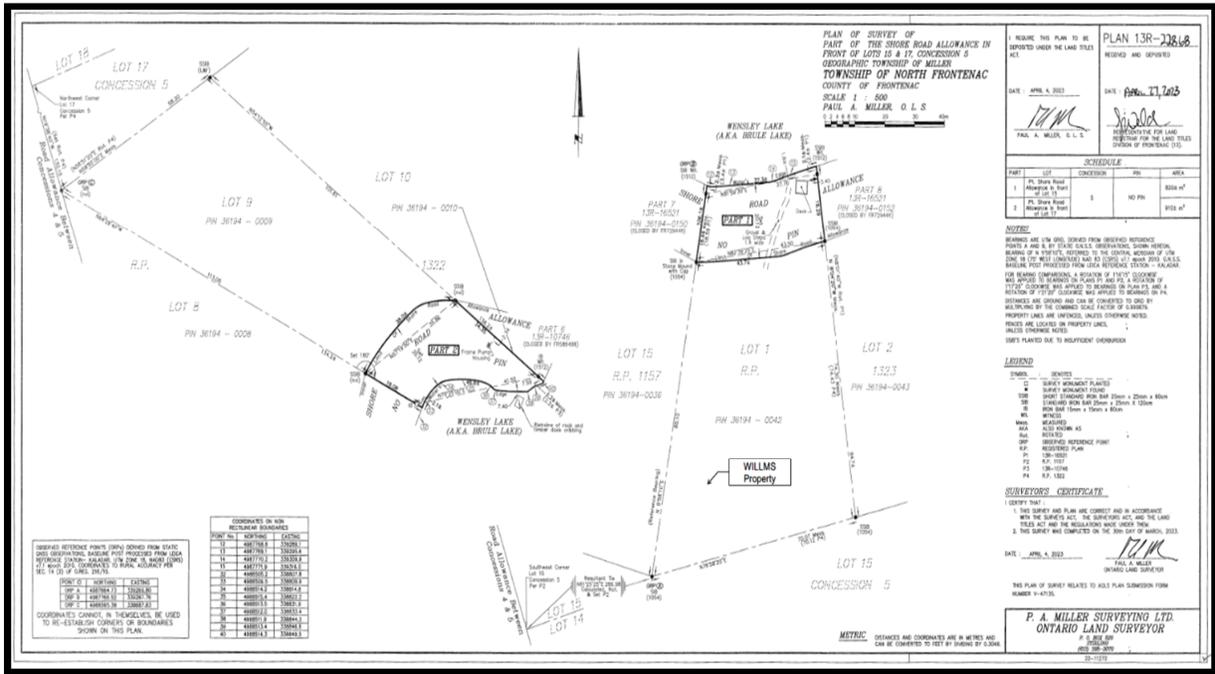
Background

Application #1

An Application was submitted by John Jennekens to purchase the Shore Road Allowance along the shore of Wensley (Brule) Lake, in front of Lot 17, Concession 5, geographic Township of Miller, being Part 2 on Registered Plan 13R-22868 (see below map and survey). Council passed Resolution #399-22 on October 14, 2022 approving in principal the above noted Shore Road Allowance. Notice was provided in accordance with Road Closing Policy #20-23.

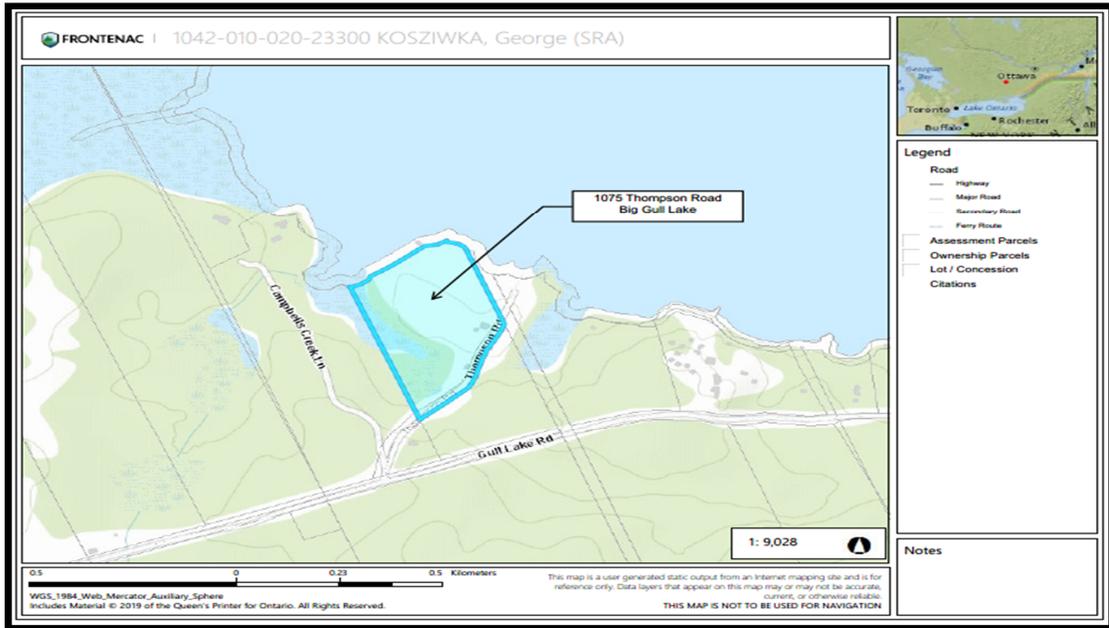


Clerk/Planning Managers' Administrative Report
 Shore Road Allowance Closure and Sale By-law – Jennekens, Willms and Kosziwka
 July 20, 2023
 Page 1 of 5



Application #3

An Application was submitted by George Kosziwka, et al to purchase the Shore Road Allowance along the shore of Big Gull Lake, in front of Lot 16, Concession 2, geographic Township of Barrie, being Part 2 on Registered Plan 13R-22850 (see below map and survey). Council passed Resolution #232-23 on May 19, 2023 approving in principal the above noted Shore Road Allowance. Notice was provided in accordance with Road Closing Policy #20-23.



Clerk/Planning Managers' Administrative Report
 Shore Road Allowance Closure and Sale By-law – Jennekens, Willms and Kosziwka
 July 20, 2023
 Page 3 of 5

Research by

Tara Mieske, Clerk/Planning Manager

Sonia McLuckie, Administrative Assistant to Clerk/Planning Manager

Comments

None.

Financial Implications

Two (2) Shore Road Allowance Applications (#1 and #2) were submitted prior to the new Sale and Disposition of Land Policy By-law #20-23 being enacted.

Per By-law #22-15, the Shore Road Application process required an Administration fee of \$1,000.00 plus \$130.00 HST for a total of \$1,130.00. This fee has been collected from the Applicants pertaining to Applications #1 and #2.

Per By-law #20-23, the Shore Road Application process required the Administration fee of \$1,200.00 plus \$156.00 HST for a total of \$1,356.00 be collected at the time of submitting the Application which pertains to Application #3. This fee has been collected.

The Township will receive Land Costs for the sale of the Shore Road Allowance for Applications #1 and #2 in accordance with the Fees and Charges By-law #75-22.

The Township will receive Land Costs for the sale of the Shore Road Allowance for Application #3 in accordance with the Fees and Charges By-law #36-23.

Recommendations

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Shore Road Allowance Closure and Sale By-law – Jennekens, Willms and Kosziwka";

And That, as required by By-law #20-23,

- **All That Part** of the Shore Road Allowance in front of Lot 17, Concession 5 geographic Township of Miller, being Part 2 on Registered Plan 13R-22868 (Wensley (Brule) Lake);
- **All That Part** of the Shore Road Allowance in front of Lot 15, Concession 5 geographic Township of Miller, being Part 1 on Registered Plan 13R-22868 (Wensley (Brule) Lake);
- **All That Part** of the Shoreline Road Allowance lying in front of Lot 16, Concession 2 geographic Township of Barrie, being Part 2 on Registered Plan 13R-22850 (Big Gull Lake).

be declared as surplus and sold to the adjoining owner. Appraisal of the properties are not necessary as these are Shore Road Allowances;

And That Council will consider a By-law later in the meeting to Stop-up, Close and Sell a Portion of the Shore Road Allowance.



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: July 20, 2023

Re: Summary of Proposed Changes to the Natural Heritage Policies of the Provincial Policy Statement/Provincial Planning Statement

Background

On April 6, 2023, the Province of Ontario announced changes to the Provincial Policy Statement, 2020 and asked interested parties to provide input through the Environmental Review of Ontario (ERO) Posting Number 019-6813. When these changes were initially announced, the Natural Heritage policies, including all definitions, were omitted from the document. On May 19, 2023, County planning staff delivered an Administrative Report that outlined the changes proposed by the revised PPS as well as changes to the *Planning Act* proposed by Bill 97. In that report, planning staff noted that once the natural heritage policies were available, that another report would be prepared for Council's consideration.

On June 16, 2023, the Province revised the proposed PPS policies to include natural heritage policies and related definitions. The commenting period for ERO Posting Number 019-6813 was also extended to August 4, 2023.

To summarize, the proposed natural heritage policies and definitions in the proposed new Provincial Planning Statement have remained largely unchanged from PPS 2020. Some minor changes and important considerations are discussed below.

Researched By

Dmitry Kurylovich, Community Planner (Authored by)

Comments

Natural Heritage Policies

Policies have been moved to a different Section of the PPS, but no actual policy or wording changes have been made to the policies compared to PPS 2020.

Definition of Natural Heritage Features and Areas

The reference to habitat of endangered and threatened species has been removed from the definition of Natural Heritage Features and Areas and are now separately

Clerk/Planning Manager's Administrative Report
Summary of Proposed Changes to the Natural Heritage Policies of the Provincial Policy
Statement/Provincial Planning Statement
July 20, 2023
Page 1 of 3

defined. Habitat of endangered and threatened species are still regulated and protected by Section 2 of the *Endangered Species Act, 2007*.

Definition of Wetlands

Since wetlands are typically evaluated based on criteria that includes hydrogeological connection, presence of certain species of plants and animals, and overall function within an ecosystem, the changes to the definition will have no impact on protection of wetlands.

Additional language has been added to clarify that lands that are periodically soaked or are being used for agricultural purposes which no longer exhibit wetland characteristics are not wetlands.

References to Evaluation Criteria Under the Definition of “Significant”

Under the definition of Significant, the reference to the Ministry of Natural Resources and Forestry has been removed in the context of evaluation criteria and procedures for identifying provincially significant wetlands and Areas of Natural and Scientific Interest. The definition now more broadly refers to evaluation criteria and procedures without identifying a specific ministry.

Although this change is minor, it signifies that evaluation criteria and procedures for evaluation of significant wetlands could now originate from sources other than the Ministry of Natural Resources and Forestry, a ministry that has traditionally been involved in developing policies surrounding the management of wetlands. At this point it is difficult to evaluate and speculate the future impact of this change, however staff will continue to monitor changes to best practice documentation and criteria that the province publishes. Any significant or concerning changes will be brought back to Council.

Financial Implications

None.

Recommendation

Be It Resolved That Council receives for information the Administrative Report entitled “Summary of Proposed Changes to the Natural Heritage Policies of the Provincial Policy Statement/Provincial Planning Statement”;

And That Council direct the Clerk to submit comments about the proposed changes as outlined in Appendix A of this report to the Province through the Environmental Registry of Ontario.

Enclosures

1. Appendix 1 – Response to Changes to the Natural Heritage Policy Changes (ERO 019-6813)

Clerk/Planning Manager’s Administrative Report
Summary of Proposed Changes to the Natural Heritage Policies of the Provincial Policy
Statement/Provincial Planning Statement
July 20, 2023
Page 2 of 3

Appendix 1: Recommended Responses to ERO Postings.

Township Response to Changes to the Natural Heritage Policy Changes (ERO 019-6813)

The Township of North Frontenac is fortunate to have hundreds of lakes, rivers, and wetlands covering its geography, including pristine lakes on the Canadian Shield, Areas of Natural and Scientific Interest, and numerous local and provincially significant wetlands. These features form the backbone of the Township's economy and cultural identity. The Township takes pride and responsibility in ensuring that these features are managed in a sound and sustainable manner.

The Township is pleased to see that the Natural Heritage Policies of the Provincial Planning Statement remain largely unchanged from PPS 2020. The Township notes that under the definition of "Significant", the reference to the Ministry of Natural Resources and Forestry has been removed in the context of evaluation criteria and procedures for identifying provincially significant wetlands and Areas of Natural and Scientific Interest.

The Township urges the Province to ensure that all changes to evaluation criteria and procedures continue to be based on best practices, modern science, and be subject to public consultation.



Administrative Report

To: Mayor and Members of Council

From: Brooke Hawley, Dipl.M.A., Manager of Community Development

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

Date of Meeting: July 20, 2023

Re: Scenic Route and Historic Loop Signage Sponsorship Program

Background

\$1,200 was included in the 2023 Budget for 'New Historical Scenic Route Signage'.

On March 17, 2023, Council passed resolution #146-23:

'Be It Resolved That Council receives for information the Economic Development Officer's Administrative Report entitled "Economic Development Update";

And That Council directs the MCD to establish a Historic Loop;

And That Council directs the MCD to apply to the Ontario Highlands Tourism Organization's Tourism Recovery & Innovation Partnership Projects program for up to \$5,000 for signage along the Historic Loop;

And That Council directs the MCD to enter into a funding agreement with the Ontario Highlands Tourism Organization upon the Township's successful application to the Tourism Recovery & Innovation Partnership Projects program for up to \$5,000.

Carried'

On April 27, 2023, the Township applied to the Ontario Highlands Tourism Organization (OHTO)'s Tourism Recovery & Innovation Partnership Projects program for Historic Loop signage.

On May 24, 2023, the Township was notified that it was unsuccessful in the application due to limited total program funding and a large number of applicants.

Manager of Community Development's Administrative Report
Proposed Scenic Route and Historic Loop Signage Sponsorship Program
July 20, 2023
Page 1 of 3

Researched By

Matt Walker, Economic Development Officer

Comments

Staff have identified 31 proposed Scenic Route stops, 35 Historic Loop stops and 4 stops which are both on the Scenic Route and Historic Loop.

Sufficient directional signage has been ordered at a cost in accordance with the budgeted amount found in the 2023 Budget.

It is proposed that for each stop along the Scenic Route and Historic Loop, a 50cm x 43.25cm metal sign is erected on publicly-owned property which lists the name of the stop and a brief description of its significance. Township staff have designed proposed signage for both types of stops (see. Fig. 1 and Fig. 2).

Out of respect for property owners, Township Staff would seek support from the property owner prior to the placing of signage on adjacent publicly-owned property for stops that directly refer to private property (eg. Fernleigh School House).

The estimated cost of each proposed 50cm x 43.25cm metal sign is \$55.00 along with an additional \$55.00 for a 10ft 'U-Channel' post and hardware (if required) for a total of \$3,410.00 for all signs.

To fund the purchase of the signs, it is proposed that a sponsorship program be established and offered to local businesses and community organizations (ie. Cottage Associations). At a cost of up to \$120.00 per stop, it is proposed the sponsorship program would;

- Offer the opportunity to have a sponsor's name/logo listed on a stop's sign and on the Township's Scenic Route/Historic Loop Interactive Photo Tour and Map;
- Only be offered to potential sponsors with a reasonable connection to a particular stop;
- Allow more than one business or community organization to partner on a sponsorship if each has a reasonable connection to a stop;
- Guarantee the display of a sponsored stop's sign for a minimum of three (3) years with the Township replacing any lost or damaged sign during this period (to be funded from operating budget);
- End anytime, at the discretion of the Township if the sponsor(s) ceases operations/presence in North Frontenac and/or the Township determines that continuing the sponsorship would harm the Township's reputation.

It is recommended that Council amends Schedule 'A' of By-law #36-23 (Fees and Charges) to add the Scenic Route/Historic Loop Signage Sponsorship program fee. It is noted that as per the Township's Notice By-law #101-19, an amendment to By-law #36-23 requires a public meeting.

Manager of Community Development's Administrative Report
Proposed Scenic Route and Historic Loop Signage Sponsorship Program
July 20, 2023
Page 2 of 3

Financial Implications

Labour for the installation of signs provided by Township Staff.

Recommendation

Be It Resolved That Council receives for information the Manager of Community Development's Administrative Report entitled "Scenic Route and Historic Loop Signage Sponsorship";

And That Council approves in principle, the creation of a Scenic Route/Historic Loop Signage Sponsorship Program;

And That Council approves the MCD entering into Scenic Route/Historic Loop Sponsorship Program agreements with local businesses and/or community organizations upon amendment of Schedule 'A' of By-law #36-23 (Fees and Charges) to include the sign sponsorship program fees at \$120 per stop/sign;

And That Council instructs the Clerk to schedule a Public Meeting to amend the Fees & Charges By-law at an upcoming meeting.

Township of
North Frontenac

EST.
2023

4 Seasons

HISTORIC LOOP

NORTH FRONTENAC CENOTAPH



LEST
WE
FORGET

North Frontenac Remembers

Unveiled in 2015, this beautiful cenotaph is dedicated to 'the brave people who put themselves in harms way to defend the ideals and freedoms of Canada'. Designed by the late Councillor Gerry Martin (who also spearheaded the project to construct it), the cenotaph includes elements going as far back as the Boer War and recognizes Canada's contribution in both World Wars, the Korean War, the Vietnam War and more recent conflicts along with the country's involvement in global peacekeeping missions.

Township of
North Frontenac

EST.
2016

4 Seasons

SCENIC ROUTE

MARBLE LAKE



FRONTENAC

With a perimeter of 9.6 kilometers and a maximum depth of just over 18 meters (60 ft), this mesotrophic lake is home to Largemouth and Smallmouth Bass, Walleye and Pike. Beautiful underwater marble deposits can be viewed at the north-west river mouth.



WHAT3WORDS

revives • vaguely • drillers



-77.134292431767
44.8359427245367



Administrative Report

To: Mayor and Members of Council

From: Brooke Ross, Dipl.M.A., Manager of Community Development

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

Date of Meeting: July 20, 2023

Re: Public Internet Support Program

Background

In 2009 the Township received funding from the Province for the Rural Connections Broadband Program. The program's goal was to bring broadband access to rural and remote areas currently underserved in southern Ontario.

Within North Frontenac Public Internet Access was increased by deploying new computer terminals with broadband internet access in the Plevna and Cloyne Libraries. Through funding for the Rural Connection Broadband Program two (2) students were hired by the Township to supervise ten (10) hours (evenings and weekends) of public internet access weekly. The funding was temporary; however, these students are still in place (funded by the Township) and assist individuals with using the internet.

Researched By

Brooke Ross, Dipl.M.A., Manager of Community Development

Comments

Due to the continuous expansion of Cellular and Internet coverage in North Frontenac the current Public Internet Outreach Program is not used to the capacity originally intended.

Over 2023 the current students have been tracking the usage and on average there is very little use. Occasionally they will see a visitor to use the internet for a short period of time or to use the printer. The majority of the current usage is people who arrive and sit in their vehicles to use the internet on their own devices. The Township launched an advertising notice for the Program in early spring to re-advertise the availability of this program. This did not increase attendance.

Manager of Community Development's Administrative Report
Public Internet Support Program
July 20, 2023
Page 1 of 2

Both Public Internet Support Students will be finished their employment with the Township at the end of August (exact date to be determined). Therefore, it is an appropriate time to consider ending the Program which as mentioned is no longer needed.

It is also recommended the Township owned computers (2 at each library) be donated to the Kingston Frontenac Public Library (KFPL) for continued usage by residents/visitors during library hours.

Financial Implications

The cost for the students with all benefits is approximately \$9,675 per student for 2023 or a total of \$19,350. Therefore, this cost would be removed from September-December 2023 and fully removed in the 2024 Budget and beyond.

Recommendation

Be It Resolved That Council receives for information the Manager of Community Development's (MCD) Administrative Report entitled "Public Internet Support Hours";

And That Council approves discontinuing of the Public Internet Support Program at the Plevna and Cloyne Libraries effective September 1, 2023;

And That Council directs the MCD to contact the Kingston Frontenac Public Library to offer the donation of the four (4) computers (2 at each library) for continued use by residents/visitors during library hours.

Manager of Community Development's Administrative Report
Public Internet Support Program
July 20, 2023
Page 2 of 2



Administrative Report

To: Mayor and Members of Council

From: Darwyn Sproule, P.Eng., Public Works Manager

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

Date of Meeting: July 20, 2023

Re: Blue Box Transition Update

Background

To date we have transitioned our recycling programs for Tires, Electronics and Hazardous Products to producer responsibility. We continue to provide residents with the same level of service as pre-transition but there are instances where the Township has incurred additional effort and costs.

The purpose of this report is to provide an update on the pending Blue Box transition, introduce Circular Materials Ontario, and prepare for decision-making that will be required during the transition period and afterwards.

On June 3, 2021, the Ontario Ministry of Environment, Conservation and Parks released Ontario Regulation 391/21 Blue Box, under the Resource Recovery and Circular Economy Act, 2016. This O. Reg transitions the responsibility for recycling services from municipalities to the producers of recyclable materials. The regulation aims to improve diversion, standardize acceptable blue box materials, address plastic waste and recover resources.

This legislation applies to Blue Box materials generated from the following properties:

- residential
- multi-residential
- schools
- places of worship (but ONLY if collected on a residential curbside collection route)
- non-profit long-term care facilities and non-profit retirement homes
- public space bins in municipal parks, and on sidewalks (but ONLY if collected on a residential curbside collection route)

Public Works Manager's Administrative Report
Blue Box Transition Update
July 20, 2023
Page 1 of 4

Note that industrial and commercial sectors (ie local businesses) are excluded from the program.

The Regulation transitions existing blue box services to producer responsibility in three groups between 2023 and 2025. The Township of North Frontenac and surrounding area municipalities are scheduled to transition in 2025, with the full program starting in 2026.

To help meet the new producer obligations, producers are able to sign-up with Producer Responsibility Organizations (PROs). PROs must register with the Resource Productivity and Recovery Authority (RPRA). Based on a transition plan recently submitted to RPRA, PROs are working as a collective to meet these new standards, and it appears, Circular Materials Ontario (CMO) will be operating a single collection system on behalf of producers.

CMO presented their vision for a single provincial collection system and stepped forward as the Collection System Administrator. Most importantly, it is noted that CMO has taken control and are driving decision-making related to the blue box program post-transition

There are numerous administrative matters and decisions to be made by the Township for the 2025 transition period and post-transition.

Researched By

Darwyn Sproule, Public Works Manager
Laura Manion, Public Works Administrative Assistant

Comments

A Transition Report requested by RPRA is due by August 31, 2023, which requests details regarding current depot locations, residential properties, public spaces etc. The report will help RPRA understand how we will transition from the current blue box program to a producer-run system without disruption to residents.

Based on the above background, we will be dealing with CMO regarding transition and post-transition services. For clarity, following the transition date in 2025, there is no obligation for the Township to provide or manage recycling services for eligible sources (primarily residential) including collection at our network of waste facilities, haulage and or handling blue box materials.

It is our recommendation to negotiate continuing to provide blue box services on behalf of CMO if an acceptable arrangement can be achieved. CMO have a draft interim agreement that addresses the scope of service and compensation for Townships interested in continuing to provide blue box services.

Public Works Manager's Administrative Report
Blue Box Transition Update
July 20, 2023
Page 2 of 4

I understand the initial draft(s) of the agreement provided by CMO for those transitioning in 2023 were unfavourable to municipalities, provided inadequate compensation and an increased level of risk. At this time, it is our opinion that it is in the best interest of the Township to communicate and negotiate with CMO to ensure our community is well serviced after our 2025 transition date.

The transition discussions are much more complicated for municipalities with curbside collection versus depots only.

CMO are obligated to provide the existing level of service during the transition period but have the option of optimizing the operation post-transition in 2026.

CMO has indicated that although they will consider existing systems, their preference is two stream collection. We currently operate a four stream system (cans / plastic, glass, paper, and corrugated). We have scheduled discussions with a processing facility that would permit us to operate a two stream system (with glass / cans / plastics combined and paper / corrugated combined). This new system would align with CMO's preference and also reduce our transportation costs and the number of bins we require.

The Township has historically not made any distinction between residential and commercial sources. We are unsure of how many tonnes of commercial blue box material we are managing at our depots. A survey or study is required prior to the transition to determine typical quantities. Options will have to be considered regarding commercial sources because CMO will consider the collection and handling of these items as an additional cost.

A detailed review of our costs related to the blue box program is required to evaluate CMO's interim agreement / offer and support negotiations.

Decisions to be addressed include:

- Does the Township want to continue providing blue box services on behalf of CMO during the transition period?
- Is the agreement and funding provided by CMO acceptable to the Township?
- Is the Township interested in providing blue box services for CMO after the transition period?
- Are contamination limits specified by CMO reasonable?
- How will the waste site operations be configured given the need to continue the landfill / transfer sites, and other recycling programs such as tires, electronics and hazardous materials?
- Will the Township provide CMO access to the current landfill / transfer sites after the transition period for blue box operations?
- How will blue box materials from the commercial sector be managed?
- Is the current initiative to accept a bag of waste for a bag of recyclables impacted?

Public Works Manager's Administrative Report
Blue Box Transition Update
July 20, 2023
Page 3 of 4

- Will the existing level of service be impacted? What sites might CMO operate after the transition period?
- Will the Township's investment in haulage and processing infrastructure be impacted?

Staff are seeking delegated authority to initiate discussions with CMO regarding an agreement and attempt to negotiate terms that will be fair and reasonable to the Township – with the ultimate goal to ensure uninterrupted collection service for residents.

Financial Implications

In preparation for negotiations with CMO, staff will work with Cambium to forecast post-transition costs for recycling related to collection at the depots and hauling. Estimated cost of additional consulting is approximately \$5,000. Significant staff time will also be required during the negotiations and transition periods.

Future financial implications resulting from the transition to full producer responsibility will impact the Township starting in 2025 and will vary depending on whether the Township enters into agreement(s) with CMO or provides additional servicing for non-eligible sources. Details will be brought forward as negotiations with CMO progress regarding an agreement and impacts on the budget

Recommendation

Be It Resolved That Council receives for information the Public Works Manager's Administrative Report entitled "Blue Box Transition Update";

And That Council approve Public Works Manager to initiate negotiations with the Producer Responsibility Organization (PRO) for an agreement(s) addressing blue box recycling services during the transition period and post-transition;

And That Council approves the Public Works Manager to consult with Cambium to assist with forecasting and provide details for the negotiations.

And That the Public Works Manager will report the status of the negotiations and provide a recommendation regarding an agreement(s) with the PRO to Council for consideration at a future meeting;



Administrative Report

To: Mayor and Members of Council

From: Brooke Ross, Dipl.M.A., Manager of Community Development

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

Date of Meeting: July 20, 2023

Re: Ompah Hall – Community Fridge

Background

On May 30, 2023 Katie Worden, president of the Ompah Community Centre Association (OCCA) sent to the Township the following:

“Further to our conversation and email, we are requesting permission to have a fridge put in the foyer at the Ompah Community Centre. We would like to provide this service for the community to help the less fortunate or anyone that would require fresh produce. I have spoken to Jo-anne at the Health Unit in Sharbot Lake and the following are the recommendation in order to do this:

- fridge must be kept at 2 degrees Celsius at all times*
- Marily and myself (Katie) will be responsible to ensure the above is kept at 2 degrees at all times*
- We can have produce from our vegetable gardens in the fridge, but everything must be washed first.*
- We can also have store bought packaged produce in the fridge.*

I am required to submit an application to the Health Unit in order to run the fridge in the Ompah Hall Foyer. Giving us permission to use the produce from our personal gardens. They will inspect to ensure all requirements are complied with.

We have been informed if the requirements are not met at all times, that we will be fined personally Marily and myself.

Thank you for taking the time to review this letter and your quick reply would be greatly appreciated.”

Researched By

Brooke Ross, Dipl.M.A., Manager of Community Development

Comments

I have contacted Joanne McGurn, Public Health Inspector, KFL&A. She has advised that whoever is running and responsible for the fridge will be the person

Manager of Community Development's Administrative Report
Ompah Hall – Community Fridge
July 20, 2023
Page 1 of 2

who fills out the “Notice to Operate Food Premise” Application. There are various rules/recommendations regarding the fridge:

- Low risk washed produce permitted (from garden or store bought)
- No meats, dairy or eggs, homemade food, etc.
- Fridge to be kept at 4 degrees Celsius or lower
- Thermometer in fridge
- Educational materials on fridge (i.e. washing produce obtained from fridge prior to consumption, etc.)

Although the Volunteers are ultimately responsible for the fridge, the Township as the owner of the facility would be also have some liability. Should issues occur the Township would need to work with the Volunteers to correct the issues or shut down the Community Fridge. Moreover; in summary, our Insurance Company provided the following information in regards to potential risk:

- Require proper and safe storage
- Potential theft of food (Township and its insurance company will not be responsible for the replacement of food if stolen)
- Drop box (pests or theft) – there will be no drop box
- Food preparation – there will be no food preparation, clean and washed produce only.

As far as Liability is concerned, as long as it is sanctioned and under the jurisdiction of the municipality there is coverage; however, the municipality is expected to do their due diligence in making sure that risk management procedures are in place. The MCD, in consultation with the Treasurer (insurance liaison) will develop a Standard Operating Policy (SOP) to ensure Public Health Guidelines are followed and due diligence is in place to ensure risk and liability is minimalized.

The Township Insurance Company recommend that the Township and OCCA enter into an Agreement that would require the OCCA to hold the Township harmless and provide evidence of their insurance. The OCCA does have insurance and has no concerns with entering into an Agreement.

Financial Implications

None.

Recommendation

Be It Resolved That Council receives for information the Manager of Community Development’s (MCD) Administrative Report entitled “Ompah Hall – Community Fridge”;

And That Council approves the placement of one of the two fridges from the Hall Kitchen to be the Community Fridge in the foyer at the Ompah Hall;

And That Katie Worden, President of the Ompah Community Centre Association (OCCA) will complete the Public Health Application and enter into an Agreement with the Township for the OCCA to hold the Township harmless and provide evidence of their insurance and work with the MCD to ensure all Public Health Guidelines are followed.

Manager of Community Development's Administrative Report
Ompah Hall – Community Fridge
July 20, 2023
Page 2 of 2



Administrative Report

To: Mayor and Members of Council

From: Eric Korhonen, Director of Emergency Services, Fire Chief

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

Date of Meeting: July 20, 2023

Re: Emergency Response Plan Annual Compliance Report - 2022

Background

The Township of North Frontenac has an Emergency Response Plan as required by the "*Emergency Management and Civil Protection Act, Ontario Regulation 380/04 Standards 2004*" (O. Reg. 380/04). A legislated component of the Plan is to provide the Office of the Fire Marshal and Emergency Management (OFMEM) with an Annual Compliance Report. The Annual Compliance Report provides detailed information concerning the Municipalities compliance with the legislation.

On December 16, 2022 Council adopted By-Law #84-22 being a By-Law to adopt an Emergency Management Program for the Township of North Frontenac, and to repeal By-Law #34-21. The adopted Program included a revised Emergency Plan.

Researched By

Eric Korhonen, Director of Emergency Services, Fire Chief (DESFC)/Community Emergency Management Coordinator (CEMC)

Comments

The Annual Compliance Report is comprised of several components, made up of questions which refer to various sections of O. Reg. 380/04.

- Contact Information: CEMC designation and training – the Township is compliant with the requirements of this section. The DESFC has obtained the following training: Introduction to Incident Management System (IMS100), Basic Emergency Management (BEM200), Note Taking (EM240), Community Emergency Management Coordinator (EM300) and Basic Incident Management System (IMS200).
- Emergency Management Program Committee (EMPC) – the list of the EMPC Members is available and the required meetings have been held.

Director of Emergency Services, Fire Chief Administrative Report
Emergency Response Plan Annual Compliance Report – 2022
July 20, 2023
Page 1 of 3

- Hazard Identification and Risk Assessment (HIRA) – the EMPC has reviewed the HIRA as required in 2022. The HIRA was provided with the Annual Compliance Report.
- Critical Infrastructure (CI) List – the list was reviewed by the EMPC in 2022. The list was provided with the Annual Compliance Report.
- Program By-Law – Municipal By-law #84-22 being a By-Law to adopt an Emergency Response Program, is in place for North Frontenac.
- Emergency Response Plan – the Emergency Plan was reviewed by the EMPC in 2022.
- Emergency Operations Center (EOC) – the Township has selected a location, with appropriate communication equipment, as well as an alternate location for the EOC.
 - Primary EOC Location: Municipal Complex,
 - Alternate EOC Location: Barrie Community Hall, 14225 Highway 41, Cloyne, Ontario.
- Annual Training – annual training was provided in 2022, as required.
- Annual Exercise – an Annual Exercise was held in North Frontenac on October 11, 2022.
- Emergency Information Officer – the Township has an Emergency Information Officer as required.
- Public Education – North Frontenac provided public education as required in 2022 using the Frontenac News and the Township’s website.
- Emergency Response Plan Annual Compliance Report – the Report was completed by the DESFC/CEMC and submitted for 2022.

The Mayor and CEMC received the 2022 Township of North Frontenac Compliance Results from Teepu Khawja, Assistant Deputy Minister and Chief, Emergency Management confirming successful compliance with the Emergency Management Civil Protection Act for 2022. (see attached)

Financial Implications

None.

Recommendation

Be It Resolved That Council receives for information the Director of Emergency Services/Fire Chief’s Administrative Report entitled “Emergency Response Plan Annual Compliance Report - 2022”.

Director of Emergency Services, Fire Chief Administrative Report
 Emergency Response Plan Annual Compliance Report – 2022
 July 20, 2023
 Page 2 of 3

Enclosures

1. Treasury Board Secretariat, Emergency Management Ontario letter of compliance.

Treasury Board Secretariat

Emergency Management Ontario
25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tel: 647-329-1200

Secrétariat du Conseil du Trésor

de la gestion des situations d'urgence
Ontario
25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tél. : 647-329-1200



May 04, 2023

Township of North Frontenac

Dear Eric Korhonen - CEMC:

Emergency Management Ontario (EMO) is proud to support your efforts to deliver on our common mission to ensure Ontarians are safe, practiced and prepared before, during and after emergencies.

The Emergency Management and Civil Protection Act (EMCPA) requires each municipality to develop and implement an Emergency Management (EM) program that includes:

- Municipal hazard and identification risk assessment;
- Municipal critical infrastructure list;
- Municipal emergency plan;
- Program By-law;
- Annual Review;
- Annual training;
- Annual exercise;
- Public education program;
- An Emergency Operations Center;
- A Community Emergency Management Coordinator;
- An Emergency Management Program Committee;
- A Municipal Emergency Control Group (MECG) and;
- An Emergency Information Officer.

Emergency Management Ontario (EMO) assists municipalities by making available our Field Officers and other resources to provide advice and guidance, deliver training, participate in exercises, and other advisory services including annually advising municipalities on achieving their EMCPA requirements.

Thank you for sharing your EM program related information and the effort undertaken to do so. Upon review of the documentation submitted, EMO is pleased to advise that our assessment indicates that your municipality has satisfied all thirteen (13) program elements required under the EMCPA 2023.

Congratulations on your municipality's efforts in meeting your EMCPA requirements in

2023.

You may also be interested in learning of the following information for further context:

- 398 of 444 municipalities sought EMO's advice on their progress to meet their EMCPA requirements in 2022, of which 393 were advised they appeared to satisfy their EMCPA requirements.
- Of the 5 municipalities who were advised they did not appear to meet all 13 program elements required under the EMCPA, the most prevalent reasons were:
 - Not conducting an annual exercise as prescribed;
 - CEMC did not complete training;
 - Not completing the annual MECG training; and/or
 - Not completing an annual review of their EM program.

There is nothing more important than the safety and wellbeing of our families and loved ones, and the importance of ensuring that your municipality is as prepared as possible for any potential emergency cannot be understated.

Once again, EMO is here to assist municipalities in achieving their EMCPA requirements. For further information or if you have any questions or concerns about this letter, please contact our Field Officer assigned to your Sector; their contact information is below.

Name: Teresa Alonzi
Email: teresa.alonzi2@ontario.ca
Phone: 613-246-5749

Sincerely,

Teepu Khawja
Assistant Deputy Minister and Chief, Emergency Management
Treasury Board Secretariat

cc: Mayor Gerry Lichty

7. Zoning By-law Amendment Application (Recommendation to Council)

None.

8. Consent Applications

- a) **File #B02/23, B03/23 and B04/23 - Part of Lot 29, Range B, Geographic Township of Barrie - 15494 Highway 41 - Creation of Three (3) New Lots**

Kris and Erin Warlich, applicants, were not present for the meeting.

Dmitry Kurylovich, County Planner, provided an overview of the application. He advised the applicants would like to create three new lots:

Proposed Lot 1 - 26.44 acres with 404 metres of frontage on Highway 41

Proposed Lot 2 - 1.15 hectares with 104.16 metres of frontage on Addington Road

Proposed Lot 3 - 1.2 hectares with 100.31 metres of frontage on Addington Road

Retained Lot - 26.45 acres with 207.84 metres of frontage on Addington Road

Kurylovich noted there is a wetland area between Lot 2 and 3. He noted the original lot lines were revised by the applicants to avoid fragmenting the wetland area.

Kurylovich noted comments had not been received from South Frontenac, as Septic Approval Authority; therefore a septic review has been included as a condition. He advised the Ministry of Transportation Ontario (MTO) had no objections to the creation of Lot 1, as there is no additional entrance proposed.

Kurylovich noted the property is under the jurisdiction of Mississippi Valley Conservation Authority (MVCA) and Quinte Conservation Authority (QCA). MVCA had no objections to the creation of Lot 1, as there were no natural hazards. QCA had no objections to the creation of Lots 2 and 3 as there were not natural hazards and both lots appeared to have sufficient building envelopes.

Kurylovich advised the applications were provided to the Township of Addington Highlands for review and comment as Addington Road is jointly owned by North Frontenac and Addington Highlands. He noted Addington Road is a trespass road, with the road surface under the jurisdiction of the Townships but the land underneath not owned by the Township. He recommended including a dedication of the road to the Township as a condition of the severance.

Kurylovich recommended approval of the severances subject to the conditions included in the Planning Report.

Wood advised he attended the site on May 19, 2023. He noted the lot is heavily wooded. He asked if the applicants would be required to dedicate the trespass road along the retained parcel. Kurylovich advised the applicants are only required to survey the three proposed lots and transfer the trespass road on Lot 2 and 3. He noted the cost of surveying the entire portion of Addington Road along the existing parcel would be very expensive for the property owner.



Council Portfolios

Council Members have been appointed to various Portfolio/Liaison positions. Council Members will provide a verbal update to Council on their positions during the Council Portfolio section of the Agenda. If any action is requested, an Administrative Report or Notice of Motion shall be provided by the Council Member. Updates and recommendations from Council Committees/Task Forces will be provided through the applicable Minutes/Notes.

Mayor Gerry Lichty	
Portfolio: County Business	Responsibility: <ul style="list-style-type: none"> Update Council on County Council Activities and Decisions
Portfolio: North Frontenac Lake Association Alliance (NFLAA)	Responsibility: <ul style="list-style-type: none"> Council Liaison

Councillor Wayne Good	
Portfolio: Township of North Frontenac	Responsibility: <ul style="list-style-type: none"> Municipal Road Inspector
Portfolio: Lake Associations – Ward 1 Lakes	Responsibility: <ul style="list-style-type: none"> Council Liaison

Councillor Stephanie Regent	
Portfolio: Health	Responsibility: <ul style="list-style-type: none"> Representative on the Lakelands Family Health Team Committee
Portfolio: Long-Term Care and Social Services	Responsibility: <ul style="list-style-type: none"> Council Liaison
Portfolio: Lake Associations – Ward 1 Lakes	Responsibility: <ul style="list-style-type: none"> Council Liaison

Councillor Roy Huetl

Portfolio: Committee of Adjustments/Planning Advisory Committee	Responsibility: <ul style="list-style-type: none"> • Council Liaison
Portfolio: Mississippi Valley Conservation Authority (MVCA)	Responsibility: <ul style="list-style-type: none"> • Board Member
Portfolio: Lake Associations – Ward 2 Lakes	Responsibility: <ul style="list-style-type: none"> • Council Liaison

Councillor Vernon Hermer

Portfolio: Lake Associations – Ward 2 Lakes	Responsibility: <ul style="list-style-type: none"> • Council Liaison
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Councillor Fred Fowler

Portfolio: Eastern Ontario Trails Alliance (EOTA)	Responsibility: <ul style="list-style-type: none"> • Board Member
Portfolio: North Frontenac Trails Enhancement	Responsibility: <ul style="list-style-type: none"> • Provide updates to Council
Portfolio: County Business – Second Member	Responsibility: <ul style="list-style-type: none"> • Update Council on County Council Activities and Decisions
Portfolio: Lake Associations – Ward 3 Lakes	Responsibility: <ul style="list-style-type: none"> • Council Liaison
Portfolio: Seniors And Law Enforcement Together (SALT)	Responsibility: <ul style="list-style-type: none"> • Provide updates to Council

Deputy Mayor John Inglis

Portfolio: Lake Associations – Ward 3 Lakes	Responsibility: <ul style="list-style-type: none"> • Council Liaison
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**The Corporation of The
Township of North Frontenac**

By-law #47-23

Whereas it is deemed expedient in the interest of The Corporation of the Township of North Frontenac, hereinafter called 'The Corporation', that part of the 66' original shore road allowance described in Schedule "A" attached hereto be permanently closed, and the land sold to the adjoining owner(s) as they may direct;

And Whereas notice of this By-law has been posted at least ten days prior to the meeting, at the Municipal Office; on the Township Website; and on the said road allowance;

And Whereas Council for The Corporation has heard in person, all persons claiming that their land will be prejudicially affected and who applied to be heard.

Now Therefore the Council of The Corporation enacts as follows:

1. Those parts of the 66' original shore road allowance described in Schedule "A" be and the same are hereby permanently closed.
2. Those parts of the said 66' original shore road allowances shall be sold to the adjoining owner(s) as follows:
 - a) **Part 2 on Registered Plan 13R-22868** as a lot addition to the lands described as PIN 36194-0009 for the purchase price of \$1,468.74 plus \$190.94 HST for a total of \$1,659.68 (Wensley (Brule) Lake);
 - b) **Part 1 on Registered Plan 13R-22868** as a lot addition to the lands described as PIN 36194-0042 for the purchase price of \$1,323.48 plus \$172.05 HST for a total of \$1,495.53 (Wensley (Brule) Lake);
 - c) **Part 2 on Registered Plan 13R-22850** as a lot addition to the lands described as PIN 36175-0193 (LT) for the purchase price of \$4, 207.70 plus \$547.00 for a total of \$4,754.70 (Big Gull Lake).
3. The Mayor or Deputy Mayor and the Clerk or Deputy Clerk of The Corporation are hereby authorized to sign or execute such deeds or other documents as may be necessary to effect conveyance of that part of the said 66' original shore allowance described in Schedule "A".
4. The Mayor or Deputy Mayor and the Clerk or Deputy Clerk of The Corporation are hereby authorized to sign or execute such deeds or other documents as may be necessary to effect conveyance of that part of the said 66' original shore allowance described in Schedule "A".

5. The Clerk shall cause a certified copy of this By-law to be registered on the title to that part of the 66' original shore road allowance hereby permanently closed.

6. This By-law shall come into force and take effect upon registration of a certified copy of this By-law pursuant to the Municipal Act Section 34, Subsection 1.

Read a first and second time this 20th day of July, 2023.

Read a third time and finally passed this 20th day of July, 2023.

Mayor

Clerk

SCHEDULE 'A'

All That Part of the Shore Road Allowance in front of Lot 17, Concession 5, geographic Township of Miller, Township of North Frontenac, County of Frontenac being, Part 2 on Registered Plan 13R-22868 (Wensley (Brule) Lake);

All That Part of the Shore Road Allowance in front of Lot 15, Concession 5, geographic Township of Miller, Township of North Frontenac, County of Frontenac being, Part 1 on Registered Plan 13R-22868 (Wensley (Brule) Lake);

All That Part of the Original Shoreline Road Allowance lying in front of Lot 16, Concession 2, geographic Township of Barrie, Township of North Frontenac, County of Frontenac being, Part 2 on Registered Plan 13R-22850 (Big Gull Lake).

The Corporation of the Township of North Frontenac

By-law #48-23

Confirming By-law

Being a By-law of the Corporation of the Township of North Frontenac to confirm all actions and proceedings of the Council of the Corporation of the Township of North Frontenac for a Regular Council Meeting held July 20, 2023

Whereas Section 9 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 this or 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 and an upper-tier municipality may pass by-laws respecting matters within the spheres of jurisdiction described in the Table to Subsection 2, subject to certain provisions;

And Whereas Section 5(3) of the *Municipal Act S.O. 2001, c.25* – A Municipal power, including a municipality’s capacity, rights, powers and privileges under Section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

And Whereas it is deemed expedient that the proceedings of the Council of The Corporation of the Township of North Frontenac for the July 20, 2023 Regular Council Meeting, be confirmed and adopted by by-law;

Now Therefore the Council of The Corporation of the Township of North Frontenac hereby enacts as follows:

1. That all actions and proceedings of the Council of The Corporation of the Township of North Frontenac taken at its Regular Council Meeting held July 20, 2023 be confirmed as actions for which The Corporation of the Township of North Frontenac 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 North Frontenac at its Regular Council Meeting held July 20, 2023 in respect of each recommendation contained in the Minutes and each motion and resolution passed and other actions taken by the Council of The Corporation of North Frontenac at the Meeting, are hereby sanctioned, ratified and confirmed as if all such proceedings were expressly embodied in this By-law;
3. That the Mayor and proper officials of The Corporation of the Township of North Frontenac are hereby authorized and directed to do all things necessary, and to obtain approvals where required, to give effect to the actions passed and taken by Council at the said Meeting;
4. That this by-law shall come into force as of the final passing thereof.

Read a first and second time this 20th day of July, 2023

Read a third time and passed this 20th day of July, 2023

Mayor

Clerk