

Public Meeting Agenda

Amendments to Fees and Charges By-law

Following Public Meeting for Zoning By-law Amendments

Friday, November 22, 2024

Council Chambers

[Zoom Meeting Registration](#)

1. Call to Order

2. Chair's Opening Remarks (Purpose of Meeting)

3. Approval of Agenda

- a) November 22, 2024

Be It Resolved That Council approves the Agenda for the Public Meeting regarding Amendments to the Fees and Charges By-law, dated November 22, 2024, as circulated.

4. Disclosure of Pecuniary Interest and General Nature Thereof

5. Council, CAO, and Managers' Administrative Reports

- a) Re: Amendments to the Fees and Charges By-law

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Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Amendments to the Fees and Charges By-law";

And That Council will consider the By-law during the Regular Council meeting later today to amend the Fees and Charges By-law; and repeal By-law #63-23.

[Re: Amendments to the Fees and Charges By-law - Pdf](#)

6. Public Comments

7. Council Comments

8. Adjournment

- a) Adjournment of the Meeting

Be It Resolved That Council adjourns the Public Meeting at _____
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To: Mayor and Members of Council
From: Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M.
Brooke Drechsler, Deputy Clerk/Assistant to the Planning Manager
Approved by: Corey Klatt, Chief Administrative Officer
Date of Meeting: 22 Nov 2024
Re: Re: Amendments to the Fees and Charges By-law

Recommendation:

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Amendments to the Fees and Charges By-law";
And That Council will consider the By-law during the Regular Council meeting later today to amend the Fees and Charges By-law; and repeal By-law #63-23.

Background:

The following amendments are proposed to the Township's Fees and Charges By-law #63-23:

- Resolution #82-24 (passed February 23, 2024): Schedule 'E' - Remove wording under Radio Communications Facility
- Resolution #175-24 (passed April 26, 2024): Schedule 'L' - Amend the Township Community Hall Rental Fees
- Resolution #275-24 (passed July 25, 2024): Offering payment by Credit Card (on-line and in person)
- Resolution #362-24 (passed October 25, 2024): Schedule 'A' - Fee for Commissioning Documents; Schedule 'E' - Planning Fees; Schedule 'N' - Change Land Cost Fees for Concession, Lot, Reserve and Forced Roads; Schedule 'P' - Fees for Licence Agreements

The resolutions (with the details of the proposed amendments) have been attached for information purposes.

Researched By:

Tara Mieske, Clerk/Planning Manager
Brooke Drechsler, Deputy Clerk/Assistant to the Planning Manager

Comments:

Council will receive and consider any public comments regarding the proposed amendments prior to considering the Fees and Charges By-law.

The format of the By-law has been changed to combine schedules with a similar theme generally based on departments which reduces the length of the By-law and makes it easier to use. Council passed By-law #2024-32 to opt out of the Line Fences Act; therefore the fees for Fence Viewing were removed. The only changes to fees are the ones noted above.

Financial Impact:

The financial implications for the proposed amendments were provided to Council in the administrative reports dated [February 23, 2024](#) (Item 10b); [April 26, 2024](#) (Item 11f); [July 25, 2024](#) (11d); and [October 25, 2024](#) (Item 11f).

Attachments:

[Resolution #82-24](#)

[Resolution #175-24](#)

[Resolution #275-24](#)

[Resolution #362-24](#)



**Resolution of the Regular Council
of the Corporation of the Township of North Frontenac**

Date: February 23, 2024

Resolution # 82-24

Moved By:
Councillor Roy Huetl

Seconded By:
Councillor Vernon Hermer

Be it Resolved That Council receives for information the Chief Administrative Officer's (CAO) Administrative Report entitled "Update re: North Frontenac Township Agreement with Canadian Radiocommunications Information and Notifications Services (CRINS-SINRC)";

And That Council rescinds By-law #35-19 appointing Canadian Radiocommunications Information and Notification Services (CRINS-SINRC) to receive and process Applications for Communication facilities on behalf of the Township of North Frontenac in their capacity as the Land Use Authority, effective February 26, 2024;

And That CRINS is to stop work on all current Applications within the jurisdiction of the municipality and is to return said back to the municipality;

And That Council instructs the CAO to notify CRINS that the appointment has been rescinded;

And That Council adopts Industry Canada's RadioCommunication and Broadcasting Antenna Systems (CPC-2-0-03) updated effective July 2022, as the process for reviewing and approving land use issues associated with Antenna Systems siting proposals;

And That Council instructs the Clerk to amend Schedule E of the Fees and Charges By-law to remove the wording under Radio Communications Facility "fee collected by CRINS and transferred to the Township".

Carried

Mayor



**Resolution of the Regular Council
of the Corporation of the Township of North Frontenac**

Date: April 26, 2024

Resolution # 175-24

Moved By:
Councillor Vernon Hermer

Seconded By:
Councillor Fred Fowler

Be It Resolved That Council receives for information the Manager of Community Development's Administrative Report entitled "Township Community Hall Rentals By-law & Fees";

And That Council approves in principle the amendments to the Fees & Charges By-law Section 'L' , with the following effective January 1, 2025:

- Full Day w/ liquor \$160.00 + \$100.00 refundable deposit
- Full Day w/o liquor \$80.00 Half Day (< 6 hrs) - \$45.00
- Local Community Groups (> 4hrs) & Church Groups \$15.00
- Community Hall Committee Meetings - No Charge
- Funeral Receptions/Lunches - Donation
- Remove "Community Hall Volunteers appointed by Council and in charge of the Community Hall Rentals"

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

And That Council will consider a By-law later in the meeting to repeal By-law #53-22 and adopt a new By-law to Approve the Municipal Community Hall Rental Agreement and Rental Rules and Regulations.

Carried

Mayor



**Resolution of the Regular Council
of the Corporation of the Township of North Frontenac**

Date: July 25, 2024

Resolution # 275-24

Moved By:
Councillor Vernon Hermer

Seconded By:
Councillor Roy Huetl

Be It Resolved That Council receives for information the Treasurer's Administrative Report entitled "Offering Credit Card as a payment method (online and in-person)".

And That Council approves the following Fees & Fines to be paid by Credit Card with the third party processing fees to be paid by the individual;

- Schedule C - Building
- Schedule D - Crown Land Stewardship Program
- Schedule E - Planning
- Schedule G - Cemeteries
- Schedule H - Fire Department
- Schedule I - Roadside Ditch Alteration
- Schedule J - Civic Addressing
- Schedule K - Construction of Entrances
- Schedule M - Recreational Vehicle License
- Schedule N - Disposition of Land
- Schedule O - Line Fence Viewings
- Schedule P - Licence Agreements
- Schedule Q - Refreshment Vehicle Licence
- Schedule R - Licence for Shipping Containers
- Schedule S - Use of Township Equipment
- Parking By-Law Fines
- MFIPPA Fees

And That Council approves the option to pay the following Fees by credit card where the fees for using the credit card payment is paid by the Township;

- Schedule A - Administration and Finance
- Schedule B - Dog Tags, Licence and Animal Control
- Schedule F - Waste Management - Landfill Tipping Fees
- Schedule L - Community Hall Rentals - Community Hall bookings



**Resolution of the Regular Council
of the Corporation of the Township of North Frontenac**

Date: October 25, 2024

Resolution # 362-24

Moved By:
Councillor Stephanie Regent

Seconded By:
Deputy Mayor John Inglis

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Proposed Amendments to the Fees and Charges By-law #63-23";

And That Council approves the proposed fees in principle as follows:

- Commissioning a Document - \$25.00
- Amendment to a Site Plan Agreement - \$1,200
- Consent for Easement Concurrent with an Application for a New Lot - \$250
- Land Costs for Concession, Lot, Reserve, Forced Road Application - \$0.55 per square foot;
- Fee for Licence Agreement Application - \$300
- Annual Fee for Licence Agreement - \$150

And That Council instructs the Clerk to schedule a Public Meeting for Council to receive any public comments and consider adopting a new By-law with the updated Schedules.

Carried

Mayor