

Regular Council Agenda

9:00 AM - Friday, October 25, 2024

Council Chambers

[Zoom Meeting Registration](#)

1. Call to Order

- a) Public Notice regarding Recording of Meetings 9
[Recorded Meetings - Notice to Public](#)

2. Traditional Land Acknowledgement

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

3. Approval of Agenda

- a) October 25, 2024

Be It Resolved That Council approves the Agenda dated October 25, 2024, as amended.

4. Disclosure of Pecuniary Interest and General Nature Thereof

5. Business Profile

None.

6. Presentations

None.

7. Delegations

- a) Perth and Smiths Falls Hospital 10 - 19

Be It Resolved That Council receives for information the presentation providing an annual update from Bruce Rigby, Chair of the MRI Committee, Perth & Smiths Falls District Hospital Foundation, and thanks Mr. Rigby for his time spent today.

[PSFDH Presentation](#)

8. Adoption of Minutes

- a) Minutes of the Meeting(s) to be adopted by Council 20 - 30

Be It Resolved That Council adopts the Minutes as circulated, of:

1. A Meeting of the Personnel and Audit Committee held October 3, 2024; and

2. A Regular Meeting of Council held October 4, 2024.
[October 4, 2024 - Regular Council Agenda - Minutes - Pdf](#)
[Personnel and Audit Committee - 03 Oct 2024 - Minutes - Pdf](#)

9. Business Arising Out of Minutes

- a) Resolution #196-24: 2024 Community Grants - Clar Mill Community Volunteers 31 - 34

Whereas at the meeting held May 16, 2024, Council passed Resolution #196-24 receiving for information the Manager of Community Development’s Administrative Report entitled “2024 Community Grants Applications: and approved \$1,000 for the Clar Mill Community Volunteers (CMCV) for the purchase of arm chairs for the Clar Mill Community Hall;

Therefore Be It Resolved That Council receives for information a letter dated October 8, 2024, from the CMCV advising there are similar chairs located in the Clar Mill Hall available for public use; and that the CMCV is requesting permission to use the funds to purchase two child height tables and folding tables to be used at the Clar-Mill Hall;

And That Council approves the change of use for the funds.

[Resolution #196-24 Community Grants](#)
[CMCV Letter to Council Oct 2024](#)

- b) Joint Council Meeting - September 9, 2024: Mazinaw Property Owners Association (MPOA) - Invasive Species 35 - 40

Whereas, at the Joint Council meeting between North Frontenac Council and Addington Highlands Council held September 9, 2024, the Mazinaw Property Owners' Association (MPOA) Request to Both Councils re: Issue Official Tax Receipts and Eurasian Milfoil Invasive Species was included as a discussion topic on the agenda;

Now Therefore Be It Resolved That Council receives a letter dated October 8, 2024, from the MPOA regarding government action to manage Eurasian Water-Milfoil Invasive Species;

And That Council instructs the CAO to contact the Ministry of Natural Resources and Forestry (MNR) to advise of the concern regarding the importance of provincial management of Eurasian Water-Milfoil;

And That Council supports the request for a meeting with representatives from the Township of North Frontenac; representatives from the Township of Addington Highlands; MPs and MPPs in both ridings; senior level representatives from MNR, the Department of Oceans and Fisheries and the Mississippi Valley Conservation Authority;

And That Council receives for information the Township of Addington Highlands Council Resolution advising they are agreeable to meeting with the above noted representatives; and Council instructs the CAO to work with Addington Highland’s CAO to coordinate a meeting;

And That the Council representative(s) for North Frontenac will be _____;

And That the MPOA’s request for Council to pursue the “Ontario

Protecting Environment from Harmful Invasive Species” \$16 million grant be deferred until after the discussion with the Township of Addington Highlands and/or the meeting with the above noted representatives has occurred.

[Email from AH CAO-Clerk-Treasurer](#)
[MPOA Letter to NF Council re EWM](#)

- c) Resolution #260-23: K&P Trail Development - Agreement for the use of Township Property 41

Whereas Council passed Resolution #260-23 at their meeting on June 9, 2023 supporting the development of the K&P trail and a partnership agreement between the County and the Township for the use of properties and roads under the control of the Township and instructing the Clerk to draft an Agreement with the County;

Therefore Be It Resolved That Council receives the draft Agreement included under the By-law section;

And That Council will consider a By-law later in the meeting to authorize the Mayor and Clerk to sign the Agreement.

[Resolution #260-23](#)

10. Communications

- a) Clerk's Administrative Report - Communications 'A' Section 42 - 43

Be It Resolved That Council receives for information Section 'A' Items of the Clerk's Administrative Report entitled "Communications of Interest."

[Communications of Interest - Pdf](#)

- b) Communications 'B' Section - Action Items

- B1. Town of Tweed - Request for Support: Canada Community-Building Funds - AMO Resolution 44

Be It Resolved That Council receives for information the Municipality of Tweed's Resolution advising the Municipality is entering into an agreement to receive the Canada Community-Building Funds (CCBF), administered by the Association of Ontario Municipalities (AMO) on behalf of the Federal Government;

And That non-residential construction price inflation has risen 29% since 2020, with municipalities facing soaring costs for infrastructure projects without a corresponding growth in revenue;

And That there is a requirement for municipalities to complete an asset management plan and housing needs analysis, with both plans showing the large funding gap between infrastructure and housing needs and funds available through taxation;

And That municipalities are facing a gap in federal infrastructure funding as the 10 year Investing Canada Infrastructure Program has ended;

And That the Council of North Frontenac supports the Municipality of

Tweed's request to the Federal Government to provide a supplement to the allocations provided to municipalities under the AMO CBBF agreement for 2024-2028 for the same amount that was allocated, effectively doubling the allocation for those years;

And That Council instructs the Clerk to provide this resolution to the Municipality of Tweed, MFOA, AMO, Federal Finance Minister Chrystia Freeland and MP Scott Reid.

[B1](#)

- B2. Town of Bradford West Gwillimbury - Request for Support: Ontario Deposit Return Program Expansion Endorsement 45

Be It Resolved That Council receives for information a letter dated September 20, 2024, from the Township of Bradford West Gwillimbury to the Ministry of Environment, Conservation and Parks (MECP) regarding the Ontario Deposit Return Program;

And That, as the Ontario Deposit Return Program has successfully incentivized the recycling of alcoholic beverage containers, resulting in the removal of over 204,000 tonnes of greenhouse gas emissions, the Township of North Frontenac recognizes the potential for similar success with non-alcoholic beverages;

And That, in June 2023, MECP highlighted they are considering the adoption of a deposit and return system for non-alcoholic beverages, which presents a unique opportunity to further promote recycling, reduce litter and encourage sustainable practices among consumers;

And That the Township of North Frontenac supports the expansion of the Ontario Deposit Return Program to include non-alcoholic beverage containers to enhance environmental stewardship and foster a culture of sustainability within our community;

And That Council instructs the Clerk to provide a copy of this resolution to the Minister of Environment, Conservation and Parks; Minister of Finance, and John Jordan, MPP.

[B2](#)

- B3. OPP Municipal Billing Bureau - Annual Billing Statement 46 - 58

Be It Resolved That Council receives for information a letter dated October 4, 2024, from the Municipal Policing Bureau with the 2025 Annual Billing Statement Package;

And That there is an increase of \$178,294 (21.39%) over last year, which correlates to an approximate 2.5% levy increase for the 2025 Budget.

[B3](#)

- B4. Lions Club of Land O' Lakes re: Santa Claus Parade 59

Be It Resolved That Council receives for information a letter dated October 18, 2024 from Lions Club of Land O'Lakes advising the Annual Northbrook Santa Claus Parade will take place on Saturday, November 23 at 5:30 p.m. and inviting the Township of North Frontenac to have a float in the parade and thanking Council for the generous donation to the

parade;

And That as the Kaladar/Barrie Fire Department has participated in past parades and it is jointly operated by the Township of North Frontenac and the Township of Addington Highlands they may wish to participate in the parade at the discretion of the Fire Chief;

And That Council approves providing Public Works trucks and/or equipment subject to availability of staff and provided there isn't inclement weather;

And That Council does not wish to participate in the Santa Claus Parade by adding a float, at this time.

Carried

[Letter to NF Township Santa Parade 2024](#)

11. Council, CAO, and Managers' Administrative Reports

- a) Public Works Manager: Purchase of a Combination Tandem Plow Truck - Sole Sourced 60 - 61

Be It Resolved That Council receives for information the Public Works Manager's (PWM) Administrative Report entitled "Purchase of a Combination Tandem Plow Truck - Sole Sourced";

And That Council approve the sole source purchase of a new Combination Tandem Plow Truck at a negotiated price that is within the maximum approved budget of \$415,000.

[Purchase of a Combination Tandem Plow Truck - Sole Sourced - Pdf](#)

- b) CAO: Proposed Work Plan for the 2024-2028 North Frontenac Strategic Plan. 62 - 95

Be It Resolved That Council receives for information the CAO's Administrative Report entitled "Proposed Work Plan for the 2024-2028 North Frontenac Strategic Plan";

And That Council approves the proposed Work Plan as prepared by the Managers and CAO;

And That the Strategic Work Plan will be reviewed annually during Budget Deliberations.

[Report - Proposed Work Plan for the 2024-2028 North Frontenac Strategic Plan. - Pdf](#)

[Presentation - Proposed Work Plan](#)

- c) Clerk/Planning Manager: Renewal of Agreement with Kingston Humane Society for Pound Services and Changes in Fees 96 - 98

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Renewal of Agreement with Kingston Humane Society for Pound Services and Changes in Fees";

And That Council will consider a By-law later in the Meeting to authorize the Mayor and Clerk to sign the Agreement with the Kingston Humane Society for Pound Services.

[Renewal of Agreement with Kingston Humane Society for Pound Services and Changes in Fees - Pdf](#)

- d) Clerk/Planning Manager: Shore Road Allowance Closure and By-law - Radtke 99 - 101

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

And That, as required by By-law #20-23, All That Part of the Road Allowance adjacent to Part of Lot 6, Concession 8, geographic Township of Clarendon, being Part 1 on Registered Plan 13R-12610 (Big Gull Lake) be declared as surplus and sold to the adjoining owners. Appraisals 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 portions of the Shore Road Allowance.

[Shore Road Allowance Closure and By-law - Radtke - Pdf](#)

- e) Clerk/Planning Manager: Concession and Shore Road Allowance Closure and By-law - Clayton 102 - 103

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Concession and Shore Road Allowance Closure and By-law - Clayton";

And That, as required by By-law #20-23, Road Allowance between Lots 12 and 13, Concessions 8 and 9, geographic Township of Barrie, being Part 10 on Registered Plan 13R-13510 and Part 11 on Registered Plan 13R-5891; and Part of the Shore Road Allowance described as Part 1 on 13R-13551 save and except Part 9 on Registered Plan 13R-5891 (Mississagagon Lake) be declared as surplus and sold to the adjoining owners; and that an appraisal of the properties is not necessary as these are Road Allowances;

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

[Concession and Shore Road Allowance Closure and By-law - Clayton - Pdf](#)

- f) Clerk/Planning Manager: Proposed Amendments to the Fees and Charges By-law #63-23 - Commissioning Documents, Planning Fees, Sale of Road Allowances and Licence Agreements 104 - 106

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.

[Proposed Amendments to the Fees and Charges By-law #63-23 - Commissioning Documents, Planning Fees, Sale of Road Allowances and Licence Agreements - Pdf](#)

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

- a) Economic Development Task Force 107 - 118

Be It Resolved That Council receives for information the October 2, 2024 Notes of the Economic Development Task Force.

[EDTF Notes - October 2, 2024](#)

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

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

None.

15. 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. 119 - 120

[Council Portfolios 2022-2026](#)

16. Introduction and Reading of By-laws

- a) By-law(s) to be Considered: 121 - 141

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:

- #2024-62 To Sign Agreement with Kingston Humane Society for Pound Services;
- #2024-63 To Close, Stop up and Sell a Concession Road Allowance and Shore Road Allowance;
- #2024-64 To Close, Stop up and Sell a Shore Road Allowance;
- #2024-65 To Enter into an Agreement with the County of Frontenac for use of Township Property;

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

[2024-62 To Sign Agreement with Kingston Humane Society](#)

[2024-63 Road Closure By-law - Clayton](#)

[2024-64 Road Closing By-law - Radtke](#)

[2024-65 To Sign Agreement with County of Frontenac for use of Township Property](#)

17. Public Forum

18. Closed Session

None.

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

None.

20. Confirmatory By-law

- a) Confirming By-law #2024-66

142

Be It Resolved That By-law #2024-66, being a By-law to confirm all actions and proceedings of Council for its Regular Meeting held October 25, 2024, be read a first, second, and third time and finally passed.

[2024-66 Confirming By-law October 25, 2024](#)

21. Adjournment

- a) Adjournment of the Council Meeting

Be It Resolved That Council adjourns the Meeting at ____ .m. until November 22, 2024, or at the call of the Chair.



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.

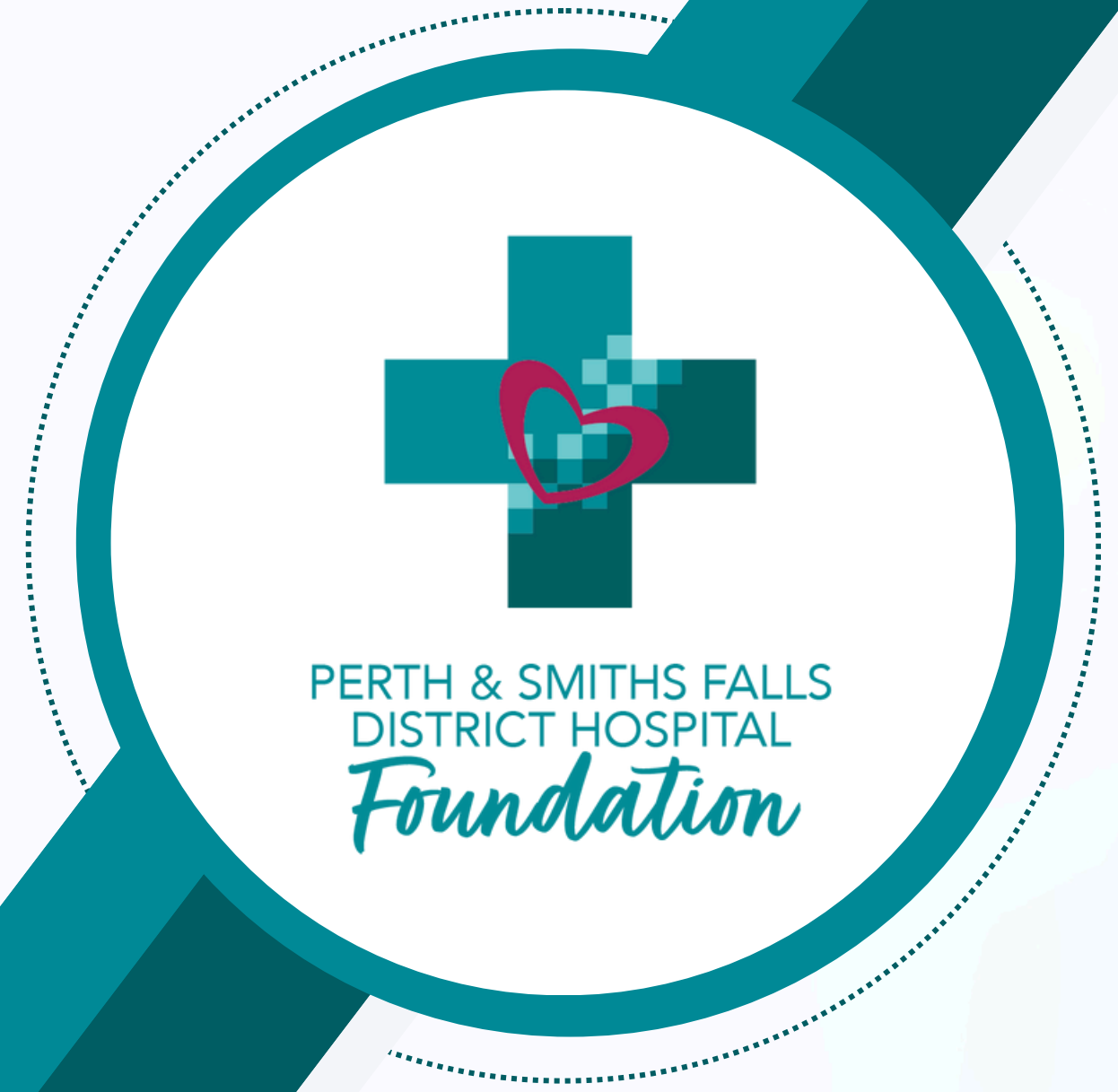
Notice is hereby provided that under the authority of the Municipal Act, 2001 and in accordance with the Municipal Freedom of Information and Privacy Act (MFIPPA), that all information provided for at a public meeting or other public process are considered a public record.

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.



ANNUAL UPDATE

2023 - 2024



Presenter: Bruce Rigby
MRI Chair, PSFDH Foundation
Prepared for: Township of North Frontenac
Date: Friday, October 25th, 2024

because of you...



Chair **Kristine Fair**
 Vice Chair **George McLennan**
 Secretary/Treasurer **Wendy Martin**

 Directors
Renee Berquist
Roslyn Dowell
Rob Garvin
John Gemmell
Jennifer Glazier
Bev McParland
Bruce Rigby

 Chair PSFDH **Dr. Warren Hollis**
 President & CEO PSFDH **Michael Cohen**

2023-2024 BOARD OF DIRECTORS

The PSFDH Foundation Board of Directors comprises of individuals who volunteer their expertise and provide stewardship to the organization on behalf of our community.

They provide oversight, leadership, direction, and support for the critical task of raising and stewarding needed funds to help provide excellent patient care at the Perth and Smiths Falls District Hospital.



KEY NUMBERS

2023/2024

\$1.89M

*does not include monies raised for MRI

RAISED TO KEEP CARE CLOSE TO HOME



PERTH & SMITHS FALLS
DISTRICT HOSPITAL
Foundation

2229

Donors

805

New Donors

2912

Donations

8

Departments
Impacted
Across Two Sites

36

Pieces of
Equipment
Purchased

GENEROSITY IS POWERFUL

Departments Impacted:

Pharmacy

Laboratory

Physiotherapy

Intensive Care Units

Emergency Rooms

Operating Rooms

Medical Surgical Department

Diagnostic Imaging Department





MRI CAMPAIGN UPDATE:

Thanks to the generosity of our community, the Magnifying Care Close to Home MRI Campaign has raised **\$2,919,144** to date.

The patient volume total from November 2023 to July 2024 is 1,780 MRIs performed.

PSFDH has state of the art MRI machine and is a site show for GE.

Our hospital was the first site in Canada to receive a detachable MRI table. In case of any emergency the table detaches from the MRI and the patient is moved to a safe zone.

PSFDH has hosted physicians and technical staff from Niagara Health, Quebec, New Brunswick, and Cobourg since going live.

www.careclosetohome.ca



Reasons for Giving

"Comforting to think that a MRI machine is at our local hospital."

"Very pleased with care at PSFDH and the MRI is a great enhancement."

"I might need it someday!"

"It is great to have an MRI machine in our own community!"

-anonymous donors

MRI 1st PATIENT STORY



On Tuesday November 14th, 2023, local resident David Smith was the first patient to receive an MRI scan the Perth and Smiths Falls District Hospital.

Mr. Smith noted that this was not his first MRI scan, and he commended the staff at the Smiths Falls Site of the Hospital.

He said that “the staff were amazing. They were professional, supportive, and they alleviated any concerns I had, leaving me to feel like I was “Mr. Important.”

From the moment Mr. Smith entered the MRI Department to completing the scan, he said, “that I felt well looked after and comfortable.

I know that the care I received was not just because I was the first patient but because this was how the Hospital staff cares for all patients.”

2023-2024 HIGHLIGHTS



2nd ANNUAL FAMILY FUN DAY

Total raised at the Community Family Fun Day to **\$35,089.**



CARE CLOSE TO HOME CLASSIC

An astonishing **\$83,957** raise which paid for two blanket warmers, two rapid infusers/warmers and two supply carts for the Emergency Room.



BLACK TIE BINGO CHARITY GALA

The sold-out gala raised an amazing total of just over **\$108,000**, in support of our MRI Campaign.



SMILE COOKIE

Proceeds from sales at the 3 Smiths Falls Tim Horton's locations were donated to our MRI Campaign.
Raising a grand total of **\$32,756!**



RADIOTHON

During the 2023 Lake88 Radiothon our generous community came together to raise **\$89,000** for our MRI Campaign.



GIVING TUESDAY

Thanks to our community an amazing **\$19,529** was raised in just one day!



DONOR RECOGNITION

Keeping Care Close to Home



In 2023 the Perth & Smiths Falls District Hospital Foundation had a set of identical donor walls installed at both sites of our hospital to recognize our dedicated philanthropic donors.

Levels of Recognition:

Supporter \$5,000 to \$9,999

Benefactor \$10,000 to \$24,999

Partner \$25,000 to \$49,999

Builder \$50,000 to \$99,999

Leader \$100,000 to \$249,999

Founder \$250,000 to \$499,999

Innovator \$500,000+

Township of North Frontenac is at the Supporter level

INVEST IN OUR COMMUNITIES HEALTH - YOUR SUPPORT SAVES LIVES

Your partnership is vital to the health and well being of our community

I would like to share this year's achievements with you on behalf of the foundation and our community.

Having the partnership with the Township of Drummond /North Elmsley shows you are committed to

Keeping Care Close To Home



Thank you

Margot Hallam, PSFDHF CEO



343-881-4483 Ext: 227



margot.hallam@psfdhfoundation.com



www.psfdhfoundation.com



PERTH SITE
33 Drummond Street W
Perth, ON, K7H 2K1

SMITHS FALLS SITE
60 Cornelia Street W
Smiths Falls, ON, K7A 2H9



PERTH & SMITHS FALLS
DISTRICT HOSPITAL
Foundation



Regular Council Minutes

9:00 AM - Friday, October 4, 2024
Council Chambers

Present: Mayor Gerry Lichty, Deputy Mayor John Inglis, Councillor Stephanie Regent, Councillor Vernon Hermer, and Councillor Fred Fowler

Absent with Regret: Councillor Wayne Good and Councillor Roy Huetl

Also Present: Corey Klatt, Chief Administrative Officer, Dipl. M.A.; Kelly Watkins, CAO Back up/Treasurer, Dipl. M.A., M.M., Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M., Darwyn Sproule, Public Works Manager, P. Eng., Adam Robinson, Director of Emergency Services/Fire Chief, and Brooke Ross, Manager of Community Development, Dipl.M.A.

1. Call to Order

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

a) *Public Notice regarding Recording of Meetings*

2. Traditional Land Acknowledgement

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

3. Approval of Agenda

a) *October 4, 2024*

325-24 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That Council approves the Agenda dated October 4, 2024, as amended to remove Item 6b. Presentation from Emergency Management Ontario.

Carried

4. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

5. Business Profile

a) *Myers Cave Resort*

326-24 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Business Profile of Myers Cave Resort provided by the Economic Development Task Force (EDTF).

Carried

6. Presentations

a) ***Economic Development Task Force: Unveiling of Murals***

Leane and Brian Bailey

Roxane Bay

Anne Garrett

Penny Hawley

Michelle Ross

7. Delegations

None.

8. Adoption of Minutes

a) ***Minutes of the Meeting(s) to be adopted by Council***

327-24 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That Council adopts the Minutes, as circulated, of the following:

1. A Joint Council Meeting with Addington Highlands held September 9, 2024; and
2. A Regular Meeting of Council held September 12, 2024.

Carried

9. Business Arising Out of Minutes

a) ***Resolution #309-24 - Update regarding Ardoch Post Office***

328-24 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Whereas, at the meeting held September 12, 2024, Council received for information an email dated September 4, 2024, from the Manager of Community Development (MCD) advising Canada Post received an application from a constituent for a Post Office; and that, if the interview with the applicant was successful, Canada Post would proceed with a site visit to assess the suitability of the premises;

Therefore Be It Resolved That Council receives a verbal update from the MCD regarding the status of the application.

Carried

b) ***Resolution #260-21: Appointment of the Emergency Information Officer (EIO)***

329-24 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information Resolution #260-21 designating the Economic Development Officer (EDO) as the Emergency Information Officer and that as the Township no longer has an EDO position, Council designates the position of CAO Executive Assistant as the Emergency Information Officer and will consider a By-law to amend the Emergency Management Program later in the meeting.

Carried

10. Communications

a) *Communications of Interest*

330-24 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That Council receives for information Section 'A' Items of the Clerk's Administrative Report entitled "Communications of Interest."

Carried

B1. *Seagal Construction - Developing Attainable or Seniors Housing Through a Municipal Housing Corporation*

331-24 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information an email dated September 16, 2024 from Daniel Sagel, Segal Construction requesting a delegation to Council to discuss a proposal to develop attainable or seniors housing at market rates through a Municipal Housing Corporation;

And That Council invites Mr. Sagel to attend an upcoming Council meeting to present his proposal;

And That Council instructs the Clerk to provide Mr. Sagel with available delegation dates.

Carried

11. Council, CAO, and Managers' Administrative Reports

a) *Clerk/Planning Manager: Boundary Road Allowance Closure and By-law - Withers and Bell*

332-24 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Boundary Road Allowance Closure and Sale By-law – Withers and Bell";

And That, as required by By-law #20-23, all those parts of the Boundary Road Allowance between Lot 19, Concession 1, geographic Township of South Canonto and Lot 32, Concession 6, geographic Township of Palmerston Township of North Frontenac, County of Frontenac being Parts 3 and 4 on Registered Plan 13R-19993 be declared as surplus

and sold to the adjoining owners; and that Appraisal of the property is not necessary as this is a Boundary Road Allowance;

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

Carried

- b) ***Clerk/Planning Manager: Shore Road Allowance Application for Approval in Principle – Noye***

333-24 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Shore Road Allowance Application for Approval in Principle – Noye";

And That Council approves in principle the Application(s) to close, stop up and sell the Shore Road Allowance as described as Part of the Shore Road Allowance lying adjacent to Part of Lot 24, Concession 7, geographic Township of Barrie (Marble Lake).

Carried

- c) ***Clerk/Planning Manager: Concession Road Allowance Closure - Approval in Principle - Pisani/Willis***

334-24 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

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

And That Council approves the Application to close, stop up and sell a portion of the Concession Road Allowance between Lot 38, Concession 6 and 7, geographic Township of Clarendon to the adjacent property owner(s) in accordance with the Road Closing Policy;

And That the Clerk shall notify the adjacent property owner to discuss purchasing half of the Road Allowance.

Carried

- d) ***Clerk/Planning Manager: Proposed By-law to Regulate Fences within the Township of North Frontenac***

335-24 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Proposed By-law to Regulate Fences within the Township of North Frontenac";

And That Council will consider the By-law to Regulate Fences later in the meeting.

Carried

- e) ***Clerk/Planning Manager: Request for Reimbursement of Shore Road Allowance Fees***

336-24 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Request for Reimbursement of Shore Road Allowance Fees";

And That Council chooses Option #2 and instructs the Clerk to advise the property owners of Council's decision;

And That Council authorizes the Treasurer to reimburse \$9,674.05 including HST to the property owners.

Carried

f) ***Director of Emergency Services: Community Emergency Preparedness Grant (CEPG) 2024-2025***

337-24 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That Council receives for information the Director of Emergency Services/Fire Chiefs (DESFC) Administrative Report entitled "Community Emergency Preparedness Grant (CEPG) 2024-2025";

And That Council directs the DESFC to proceed with the Application for the Community Emergency Preparedness Grant for two (2) Variable Messaging Trailers; ten (10) Hytera portable radios; four (4) portable LED scene lights; and twenty (20) first responder flashlights.

And That Council directs the CAO to sign the Application and enter into an Agreement upon the Township's successful Application for Funding.

Carried

g) ***Public Works Manager: Energy Conservation and Demand Management Plan 2024 - 2028***

338-24 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That Council receives for information the Public Works Manager's Administrative Report entitled "Energy Conservation and Demand Management Plan (ECDMP) 2024-2028";

And That Council approves the draft 2024-2028 ECDMP;

And That Council directs the Public Works Manager (PWM) to implement the 2024-2028 ECDMP, aiming to reduce the Townships energy consumption, related costs and impact on the environment;

And That the PWM will post the ECDMP on the Township's website and place a hardcopy in the Office for access by the public in accordance with the applicable Regulation.

Carried

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

- a) **Committee of Adjustment/Planning Advisory Committee**
339-24 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Minutes of the Committee of Adjustment/Planning Advisory Committee dated August 26, 2024.
Carried

- b) **Economic Development Task Force**
340-24 Moved by Deputy Mayor John Inglis, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Notes of the Economic Development Task Force dated September 23, 2024;
And That, due to 2 member Resignations, Council approves the MCD advertising for 2 new members of the EDTF, for future consideration by Council.
Carried

- c) **Environmental Task Force**
341-24 Moved by Deputy Mayor John Inglis, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Notes of the Environmental Task Force dated September 24, 2024;
And That Council approves the Terms of Reference for the Task Force.
Carried

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

None.

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

None.

15. Council Portfolio Verbal Reports

- a) ***Each Council member has a portfolio for which they are responsible and provided a verbal report for information purposes.***

16. Introduction and Reading of By-laws

- a) ***By-law(s) to be Considered:***
342-24 Moved by Deputy Mayor John Inglis, Seconded by Councillor Vernon Hermer

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

- #2024-58 To Regulate the Height and Type of Fences
- #2024-59 To Close, Stop up and Sell a Boundary Road Allowance
- #2024-60 To Amend the Emergency Plan By-law #85-22

And That these By-laws be read a first, second and third time and finally passed.

Carried

17. Public Forum

None.

18. Closed Session

Note: The DESFC, Treasurer, MCD and PWM left the meeting at this time.

a) *Closed Meeting of Council*

343-24 Moved by Deputy Mayor John Inglis, Seconded by Councillor Vernon Hermer

Be It Resolved That Council retires to Closed Session at 10:15 a.m. to:

- a. Adopt Closed Minutes of a Meeting held August 22, 2024; and
- b. Consider Advice that is subject to Solicitor-Client Privilege, including communications necessary for that purpose, specifically regarding a Confidential Complaint.

Carried

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

The Mayor advised that, during Closed Session Council adopted Closed Minutes dated August 22, 2024; and considered advice from the Township Solicitor, specifically regarding a Confidential Complaint.

20. Confirmatory By-law

a) *Confirming By-law #2024-61*

344-24 Moved by Councillor Vernon Hermer, Seconded by Deputy Mayor John Inglis

Be It Resolved That By-law #2024-61, being a By-law to confirm all actions and proceedings of Council for its Regular Meeting held October 4, 2024, be read a first, second, and third time and finally passed.

Carried

21. Adjournment

a) *Adjournment of the Council Meeting*

345-24 Moved by Deputy Mayor John Inglis, Seconded by Councillor Vernon

Hermer

Be It Resolved That Council adjourns the Meeting at 10:34 a.m. until October 25, 2024, or at the call of the Chair.

Carried

Mayor

Clerk

Personnel and Audit Committee Minutes

9:00 AM - Thursday, October 3, 2024

Council Chambers

Present: Deputy Mayor John Inglis (Chair) and Councillor Fred Fowler,
Absent with Regret: Councillor Vernon Hermer
Also Present: Corey Klatt, Chief Administrative Officer, Dipl. M.A.; and Kelly Watkins, Treasurer, Dipl. M.A., M.M.

1. Call to Order

The Chair called the meeting to order at 9:30 a.m.

2. Traditional Land Acknowledgement

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

3. Approval of Agenda

a) *Approval of Agenda for October 3, 2024*

19-24 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis

Be It Resolved That the Committee approves the Agenda of the Personnel and Audit Committee dated October 3, 2024, as circulated.

Carried

4. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

5. Presentations

None.

6. Delegations

None.

7. Adoption of Minutes

a) *Minutes of the Meeting(s) to be adopted by Council*

20-24 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis

Be It Resolved That the Committee receives the Minutes of a Meeting held July 3, 2024, as circulated and adopted by Council on July 25, 2024.

Carried

8. Business Arising Out of Minutes

None.

9. Communications

None.

10. Administrative Reports

Note: The Director of Emergency Services/Fire Chief (DESFC) arrived at the meeting at this time.

a) North Frontenac Fire Department (NFFD) Roster Update

21-24 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis

Be It Resolved That the Personnel and Audit Committee receives for information the Director of Emergency Services/Fire Chief's Administrative Report entitled "North Frontenac Fire Department (NFFD) Roster" and the current Roster dated September 24, 2024.

Carried

Note: The DESFC left the meeting at this time.

b) Employee/Volunteer Recognition Policy Amendment

22-24 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis

Be It Resolved That the Personnel and Audit Committee receives for information the Treasurer's Administrative Report entitled "Employee/Volunteer Recognition Policy Amendment";

And That the Chief Administrative Officer (CAO) will update Schedule "N" of the Personnel and Employment Policies and Procedure Manual to update all wording to reflect the change to "Gift Cards" from "Gift of the corresponding value" for Employee/Volunteer Recognition.

Carried

c) Statement of Revenue & Expenditures - 2024 Variance Report as of September 25, 2024

23-24 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis

Be It Resolved That the Personnel and Audit Committee receives for information the Treasurer's Administrative Report entitled "Statement of Revenue & Expenditures –2024

Variance Report as of September 25, 2024“;
Carried

11. Notice of Motion

None.

12. Resolution, Written Notice of Which has Been Given

None.

13. Public Forum

None.

14. Closed Session

None.

15. Adjournment

a) *Adjournment of the Meeting*

24-24 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis

Be It Resolved That the Personnel and Audit Committee adjourns the meeting at 10:18 a.m until December 10, 2024 or at the call of the Chair.

Carried

Mayor

Clerk



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

Date: May 16, 2024

Resolution # 196-24

Moved By:
Councillor Vernon Hermer

Seconded By:
Councillor Fred Fowler

- Be It Resolved That** Council receives for information the Manager of Community Development’s (MCD) Administrative Report entitled “2024 Community Grants Applications”;
- And That** Council approves \$1,000 for the Back Roads Studio Tour to advertise and promote their 2024 Studio Tour;
- And That** Council approves \$1,000 for the Just Move Butterfly Garden Project at the Clar Mill Community Hall and Clarendon Central Public School;
- And That** Council approves the placement of a Butterfly Garden at the Clar Mill Community Hall and directs the Manager of Community Development to work with the Just Move Group on a suitable location, volunteer insurance, etc.;
- And That** Council approves \$1,000 for the Clar Mill Community Volunteers for the purchase of arm chairs for the Clar Mill Community Hall and that these chairs will become Township assets and available for the public use at all times;
- And That** Council approves \$1,000 for the Lions Club of Land O’ Lakes to assist with the cost of the 2024 Santa Claus Parade;
- And That** Council approves \$1,000 for The North Frontenac Amateur Astronomy Club (NFAAC) to help fund electrical installation and dedication plaque in the name of Mr. Guy Nason for the 2nd observatory;
- And That** Council directs the Manager of Community Development to work with the NFAAC for the electrical work on Township property;
- And That** Council approves \$988.89 for the North Frontenac Fitness Group for the purchase of exercise equipment;
- And That** Council approves \$1,000 for the North Frontenac Food Bank support in 2024; however, the North Frontenac Food Bank will need to apply for funding annually in the future through the North Frontenac Community Grants Program should they wish to be considered for funding;
- And That** Council approves \$1,000 for the North Frontenac Historical Society and Archives (NFHSA) to assist with Preservation Projects they are completing in 2024 as described in their Application for funding;

And That Council approves \$1,000 for the Ompah Community Center Association (OCCA) to assist with the purchase of a new double sided sign;

And That Council directs the Manager of Community Development to work with the OCCA to determine appropriate placement of the sign on Township property.

Carried

Mayor

Clar-Mill Community Volunteers
c/o 1368 North Shore Road
Plevna ON K0H 2M0
clarmillvolunteers2023@gmail.com

October 8, 2024

RE: Community Grant adjustment to usage of funds

Dear Council,

The Clar-Mill Community Volunteers (CMCV) thanks Council for approving our application for a community grant this spring.

While the application of these funds to purchase cushioned arm chairs has been delayed due to personal reasons, it has opened an opportunity for our group to discover that similar chairs are presently located at the Clar-Mill Hall.

CMCV received approval from Rural Frontenac Community Services (RFCS) to share, and use the existing resources of their cushioned arm chairs for CMCV activities.

As a result, CMCV is requesting the permission to adjust how we will apply the grant funds received from North Frontenac. We understand that RFCS has started an indoor Early On program in tandem with the seniors program on Wednesdays at Clar-Mill Hall. While there are child height chairs in storage at the hall, there is only one broken child height table. Therefore, we would like to purchase 2 x child height tables (see information attached) at an approximate cost of \$480.

In addition, there is a need to increase the number of folding tables both long and card size (due to breakage and increased numbers attending events). Therefore, we would like to use the remaining funds to purchase at an approximate cost of \$180 each.

We thank you for your consideration in this matter. Since reinstating in August 2023, CMCV has hosted an increasing number of events for the community and we look forward to continuing this effort into the future.

Sincerely,

Glenda Adamthwaite-Huetl, Vice President, Clar-Mill Community Volunteers

Attachment: 1


\$219.97

Flash Furniture 30"w X 60"l X 19"h Kid's Granite White Plastic Folding Table
Granite White

See merchant for online availability

- Free 2-day delivery
- Free 90-day returns


\$201.00

Flash Furniture 30x60 White Plastic Fold Table

In stock online

- Free delivery Oct 10–16
- 90-day returns

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Economy Folding Table - 72 x 30", White

Set up in seconds for extra room at parties or picnics.

- Blow-molded polyethylene top.
- 29" fixed table height with locking steel legs.
- Folds to 2" thickness for easy storage.
- [Table Dollies](#) available.



[More Images](#)

SPECIFY COLOR:

MODEL NO.	DIMENSIONS L x W	SHAPE	CAPACITY (LBS.)	PRICE EACH		COLOR	IN STOCK SHIPS TODAY
				1	4+		
H-2750FOL-W	72 x 30"	Rectangle	250	\$159	\$145	<input type="checkbox"/> White	<input type="text" value="1"/> ADD

SHIPS ASSEMBLED VIA MOTOR FREIGHT

From: Christine Reed
Sent: October 17, 2024, 9:40 AM
To: Corey Klatt
Subject: RE: MPOA Request

Good morning Corey,

At their October 15, 2024, meeting, the Council of the Corporation of the Township of Addington Highlands adopted the following resolution:

*Moved by Councillor Yanch
Seconded by Councillor Hook*

THAT it be resolved that the correspondence from the Mazinaw Property Owners Association regarding government action to manage Eurasian Water-Milfoil be received;

AND FURTHER THAT the request that the Township of Addington Highlands communicate to the Ministry of Natural Resources Council's concern regarding the importance of provincial management of this invasive species and the request for a meeting with the MP's and the MPP's in both ridings, senior level representatives from the Ministry of Natural Resources, the Department of Oceans and Fisheries and the Mississippi Valley Conservation Authority be supported in principle and that staff be requested to communicate with their counterparts at the Township of North Frontenac to determine their interest in a meeting with the above referenced representatives;

AND FURTHER THAT the request to pursue the 'Ontario Protecting Environment from Harmful Invasive Species' \$16 million grant be deferred until after the discussion with the Township of North Frontenac has occurred and/or the meeting with the above noted representatives.

I trust this matter is being considered by the Council of the Township of North Frontenac in the near future.

I look forward to hearing from you on whether your Council is interested in meeting jointly with the representatives noted in the above resolution.

Please don't hesitate to contact me if you have any questions.

Sincerely,

Christine Reed
CAO/Clerk-Treasurer.

October 8th, 2024

SUBMISSION DELIVERED ELECTRONICALLY

Township of North Frontenac
6648 Road 506
Plevna, Ontario
K0H 2M0

Attention: The Mayor and Councillors of the Township of North Frontenac

Re: Government action required to manage Eurasian Water-Milfoil invasive species

Dear elected representatives of the Township of North Frontenac:

Eurasian Water-Milfoil, ('EWM'), one of ten recently prohibited or restricted invasive species by the Province of Ontario, is a growing concern in the region, threatening local environmental, economic, and cultural wellbeing, prosperity and sustainability. The problem is particularly acute on Lake Mazinaw, a National Historic Site of Canada, home of BonEcho Provincial Park, 370+ private properties, and many ancillary businesses and is a growing concern for residents, property owners, park users, and other visitors to the Lake. Refer to image in Appendix A of this Letter.

The Mazinaw Property Owners Association's ('MPOA') has taken action to engage with world renowned PhD experts in the field of invasive species to educate property owners or lake users about EWM and minimize its spread by producing a video published to our website [here](#), as just one example of these efforts. The MPOA have also collaborated with the Bon Echo Provincial Park, to ensure invasive species water markers are installed in the Park's regulated area, which has the 2nd largest colony of EWM. Additionally, the MPOA have engaged with local businesses to hand out educational material, erect land signs at high traffic locations such as Tappings Landing Boat Launch and installed water markers at colonies elsewhere on the lake, outside of the Park regulated area; and created an orthomosaic map on our [website](#) to help all Lake users understand where the colonies are located so that they may be avoided to prevent further spread. However, these efforts alone cannot adequately address the scale of the problem.

Government expertise, involvement and coordination is required to adequately address the issue. Indeed, government leadership is required. We are concerned that to date, no level of government has intervened to manage the EWM invasive species issue on the

Lake, since it was first registered in the Invasive Species of Ontario database by the Mississippi Valley Conservation Authority on Oct 29th 2019.

Reminded of the Vision Statement in the Township's 2024-2028 Strategic Plan, "*Empowering our community, protecting our environment*", we have three requests of the Township of North Frontenac Council and Addington Highlands Council:

1. We request that the Township of North Frontenac Council and Addington Highlands Council formally communicate to the Ministry of Natural Resources and Forestry (being the owners of the Lake bottom), including the Minister's office, Council's concern regarding the importance of provincial management of this invasive species, which is a serious threat to the region.
2. We further request that Council request a meeting with MPP John Jordan, MPP Rick Breese, MP Shelby Kramp-Newman, MP Scott Reid as well as senior level representatives from the Ministry of Natural Resources and Forestry, the Department of Oceans and Fisheries, the Mississippi Valley Conservation Authority, and any other government body deemed appropriate. We request this meeting be held for the purposes of:
 - i. discussing the implications of Eurasian Water-Milfoil invasive species in the region, including Lake Mazinaw
 - ii. clarifying roles and responsibilities of the participating authorities in managing this invasive aquatic species, and
 - iii. establishing an action plan and timelines to respond to the invasion of Eurasian Water-Milfoil

Given the seriousness of this matter, we request this meeting happen immediately and the results of it be communicated to the residents and property owners in North Frontenac and Addington Highlands. To facilitate information that may be required for this meeting, the MPOA would like to be at the table for at least the initial meeting to provide clarity around this issue. We have been sharing factual information with the North Frontenac Lake Association Affiliation and have been viewed as leaders in championing much needed information on EWM and its management.

3. We further ask that Council pursue the 'Ontario Protecting Environment from Harmful Invasive Species' [\\$16 million grant](#) investment to help communities better manage this growing threat, available to municipalities who apply

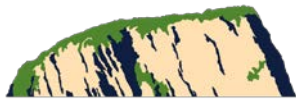
The MPOA knows that the local Council is concerned about the EWM invasive aquatic species issue and would like to ensure it is effectively and safely managed. We look forward to receiving a response from both municipal Councils and working with you to protect the precious environment of this flagship Lake of national importance and the social and economic well-being of the community.

Sincerely,

FJBates

Francine Bates, President, Mazinaw Property Owners Association

cc. Township of Addington Highlands Council
MPOA Board

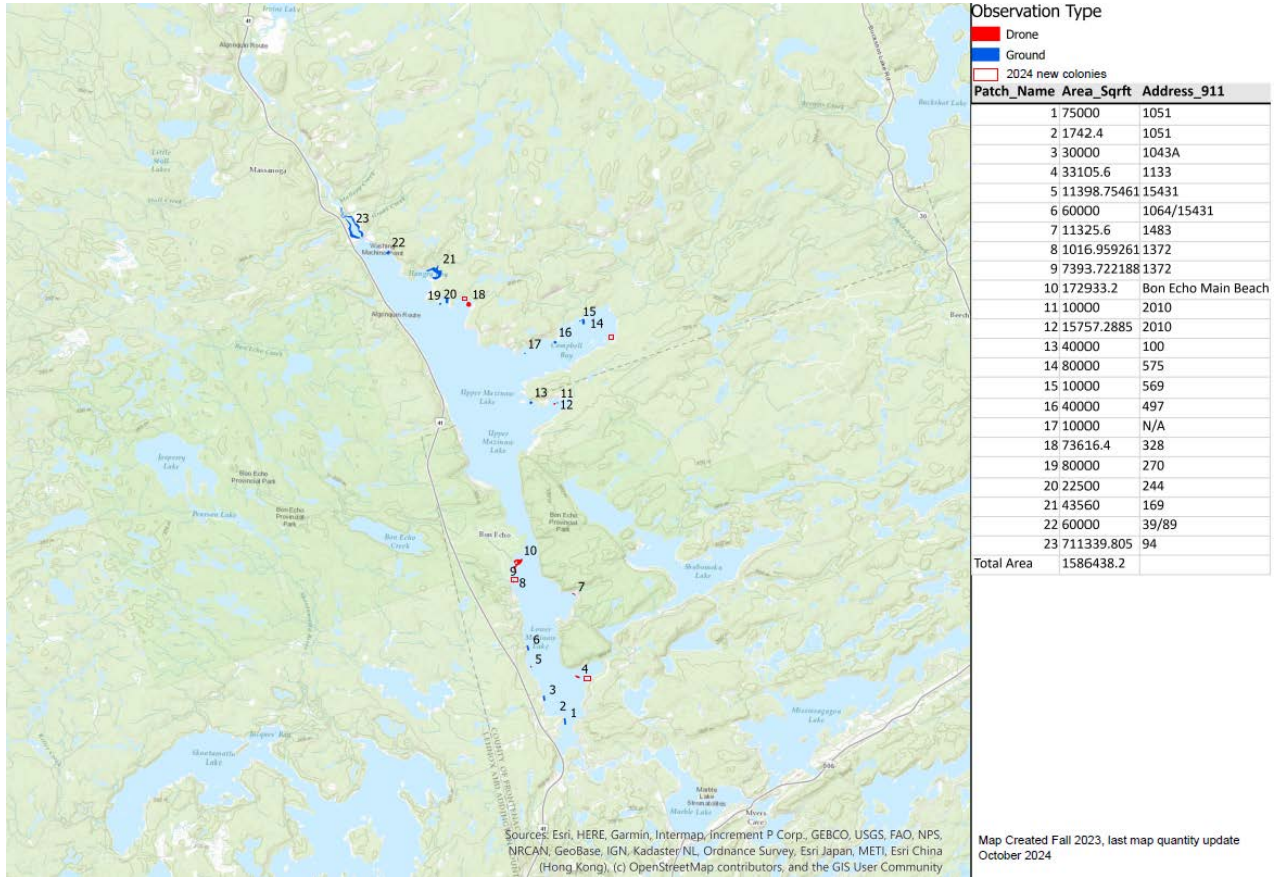


MAZINAW LAKE
PROPERTY OWNERS ASSOCIATION

Appendix A: Image of EWM Colony in the South Basin



Appendix B: Map of known EWM Colonies



Date June 9, 2023



Resolution # 260-23

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

Moved By:

A handwritten signature in black ink, appearing to be "A. Heggen", written over a rectangular box.

Seconded By:

A handwritten signature in blue ink, appearing to be "C. G. Good", written over a rectangular box.

Whereas at their meeting on April 16, 2021, Council passed Resolution #177-21 receiving for information a presentation from Richard Allen, Manager of Economic Development, County of Frontenac, regarding the K&P Trail Development; and that Council requested Township staff work with County staff to prepare Agreements for use of Township property for the trail;

Therefore Be It Resolved That Council receives for information a letter dated May 31, 2023 from Richard Allen advising Frontenac County has begun the process of acquiring the former K&P rail corridor in North Frontenac to rehabilitate the former railway into a multi-use recreational trail;

And That the County has identified 3000 metres of former rail corridor under the control of North Frontenac and 2335 metres of roadways the County is also seeking permission to use with the establishment of a partnership agreement or Memorandum of Understanding;

And That Council is supportive of the development of the K&P trail;

And That Council authorizes the transfer of PIN 36209-0012; PIN 36209-0030, subject to an easement for access for waste site monitoring; and PIN 36209-0231 requested by the County of Frontenac, for a nominal sum; and once the Transfers have been prepared by the County, they be provided to Council for consideration and signing;

And That Council instructs the Clerk to draft an Agreement with the County for use of the five identified road allowances outlining the responsibilities for the trail and road management when the two uses intersect for Council's consideration.

Carried

Mayor

A handwritten signature in black ink, appearing to be "A. H. H.", written over a rectangular box.

To: Mayor and Members of Council
From: Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M.
Approved by:
Date of Meeting: 25 Oct 2024
Re: Communications of Interest

Recommendation:

Be It Resolved That Council receives for information Section 'A' Items of the Clerk's Administrative Report entitled "Communications of Interest."

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

1. Federation of Ontario Cottagers' Association - Elert - September 2024;
2. Township of Hillard - Request for Support: Province Reabsorb Provincial Police Costs;
3. Eastern Ontario Wardens Caucus -September 2024 Newsletter;
4. Ontario Ombudsman - September Newsletter;
5. Region of Waterloo - Resolution: Solve the Crisis;
6. Mississippi Valley Conservation Authority (MVCA) - 2024 Mississippi Valley Watershed Fall Lake Draw Down Timetable;
7. Cloyne & District Historical Society - Thank you Letter;
8. Town of Cobourg - Request for Support: Support for Involuntary Care for Individuals with Severe Mental Health and Addictions Issues;
9. Township of Brock - Request for Support: Rideshare Services;
10. Township of Larder Lake - Request for Support: Asset Retirement Obligation;
11. Municipality of St. Charles - Request for Support: Government Regulations on Nicotine Pouches;
12. Temiskaming Shores - Request for Support: Alcohol Sales in Convenience Stores and Locations that Sell Fuel/ Comprehensive Provincial Alcohol Strategy;
13. MVCA - Consultation open for proposed updates to Mississippi-Rideau Source Protection Plan;
14. Good Roads - Establishment of an Ontario Rural Road Safety Program;
15. Ontario's Big City Mayors (OBCM) - Solve the Crisis Campaign;
16. Madoc and District Chambers of Commerce - Central and North Hastings and North Frontenac Business Awards;
17. Severance File B17/24 - Creation of ROW - 5570 Ardoch Road (Weber/McKenny);
18. Planning File #A13/24 - Minor Variance - 100 Hog Island (Disano);
19. Lennox and Addington County General Hospital Board of Directors - Meet and Greet - LACGH CEO;
20. MVCA - Expanded ALUS Program;
21. Eastern Ontario Regional Network - Monthly Update - September 2024;
22. Madoc and District Chambers of Commerce re: Central and North Hastings and North Frontenac Business Awards;

23. Township of Nairn and Hyman - Concerns with the Transport and Deposition of Naturally Occurring Radioactive Material (NORM) at the Agnew Lake Tailings Management Area (ALTMA);
24. Eastern Ontario Wardens' Caucus re: Decentralized Systems Webinar October 30.

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

1. Town of Tweed - Request for Support: Canada Community-Building Funds - AMO Resolution;
2. Town of Bradford West Gwillimbury - Request for Support: Ontario Deposit Return Program Expansion Endorsement;
3. OPP Municipal Billing Bureau - Annual Billing Statement;
4. Lions Club of Land O' Lakes - Santa Claus Parade.

Municipality of Tweed Council Meeting
Council Meeting



Resolution No. 462.
Title: Mayor D. DeGenova
Date: Tuesday, September 10, 2024

Moved by J. Palmateer
Seconded by P. Valiquette

WHEREAS the Corporation of the Municipality of Tweed is entering into an agreement to receive Canada Community-Building Funds, which is administered by the Association of Ontario Municipalities of Ontario (AMO) on behalf of the Federal government;

AND WHEREAS the funding allocations are less than 2% year over year for the next 5 years;

AND WHEREAS the amounts allocated in the past 5 years were less than 2% year over year;

AND WHEREAS non-residential construction price inflation has risen by 29% since the end of 2020 and municipalities are facing soaring costs for infrastructure projects without a corresponding growth in revenue;

AND WHEREAS there is a requirement for municipalities to complete an asset management plan and a housing needs analysis;

AND WHEREAS both of these plans show the large funding gap between infrastructure and housing needs and funds available from property taxation;

AND WHEREAS the Corporation of the Municipality of Tweed has over \$195 million in core infrastructure assets and, like other municipalities, its infrastructure is aging and in need of upgrades and replacement;

AND WHEREAS the Municipality's Asset Management Plan requires \$15.1 million annually to maintain existing assets which, based on current available funding, is resulting in an annual infrastructure deficit of over \$14.4 million;

AND WHEREAS municipalities are facing a gap in federal infrastructure funding as the 10-year Investing in Canada Infrastructure Program has come to an end;

NOW THEREFORE BE IT RESOLVED that the Corporation of the Municipality of Tweed calls on the Federal Government to provide a supplement to the allocations provided to municipalities under the AMO CBBF agreement for 2024 - 2028 for the same amount that was allocated, effectively doubling the allocation for those years;

AND FURTHER THAT this resolution be forwarded to MFOA, AMO, MP Shelby Kramp-Neuman, and Federal Finance Minister Chrystia Freeland, and all Municipalities in Ontario.

Carried

September 20, 2024

BY E-MAIL

Hon. Andrea Khanjin, Minister of the Environment, Conservation and Parks
5th Floor
777 Bay St.
Toronto, ON M7A 2J3

Dear Minister Khanjin:

Ontario Deposit Return Program

I hope this letter finds you well. I am writing to formally address the recent discussions surrounding the Ontario Deposit Return Program, particularly regarding our community residents asking us about the recycling of nonalcoholic beverage plastics.

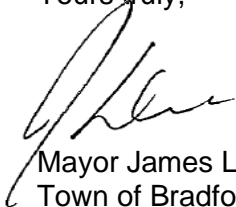
Whereas the Ontario Deposit Return Program has successfully incentivized the recycling of alcoholic beverage containers, resulting in the removal of over 204,000 tonnes of greenhouse gas emissions, we recognize the potential for similar success with nonalcoholic beverages.

The Ministry of the Environment, Conservation and Parks highlighted in their June 2023 letter that they are considering the adoption of a deposit-and-return system for nonalcoholic beverages. This initiative presents a unique opportunity to further promote recycling, reduce litter, and encourage sustainable practices among consumers.

Therefore, I am proud to announce that our Council endorses the expansion of the Ontario Deposit Return Program to include nonalcoholic beverage containers. We believe that this expansion will not only enhance environmental stewardship but also foster a culture of sustainability within our community.

We encourage all stakeholders to support this initiative and work collaboratively towards its implementation. Together, we can make a significant impact on our environment and set a positive example for future generations.

Yours truly,



Mayor James Leduc
Town of Bradford West Gwillimbury

CC:

Hon. Peter Bethlenfalvy, Minister of Finance
Hon. Caroline Mulroney, Member of Provincial Parliament for York-Simcoe
MPP Sandy Shaw, Opposition Environment, Conservation and Parks Critic
Ontario's Municipal Councils and Conservation Authorities

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



Municipal Policing Bureau
Bureau des services policiers des municipalités

777 Memorial Ave.
Orillia ON L3V 7V3

777, avenue Memorial
Orillia ON L3V 7V3

Tel: 705 329-6140
Fax: 705 330-4191

Tél. : 705 329-6140
Télééc.: 705 330-4191

File Reference:

612-20

October 4, 2024

Dear Mayor/Reeve/CAO/Treasurer,

Please find attached the OPP municipal policing 2025 Annual Billing Statement package.

This year's billing package includes a statement for the 2023 year-end reconciliation. The final cost adjustment calculated as a result of the 2023 annual reconciliation has been included as an adjustment to the amount being billed to the municipality during the 2025 calendar year.

The final reconciliation of the 2025 annual costs will be included in the 2027 Annual Billing Statement.

For more detailed information on the 2025 Annual Billing Statement package please refer to the resource material available on the internet, www.opp.ca/billingmodel. Further, the Municipal Policing Bureau will be hosting a webinar information session in October/November. An e-mail invitation will be forwarded to the municipality advising of the session date.

If you have questions about the Annual Billing Statement please e-mail OPP.MPB.Financial.Services.Unit@OPP.ca.

Yours truly,

A handwritten signature in black ink, appearing to read "Steve Ridout", written in a cursive style.

Steve Ridout
Superintendent
Commander,
Municipal Policing Bureau

OPP 2025 Annual Billing Statement

North Frontenac Tp

Estimated costs for the period January 1 to December 31, 2025

Please refer to www.opp.ca for 2025 Municipal Policing Billing General Information summary for further details.

			<u>Cost per Property \$</u>	<u>Total Cost \$</u>
Base Service	Property Counts			
	Household	3,649		
	Commercial and Industrial	<u>53</u>		
	Total Properties	<u><u>3,702</u></u>	189.44	701,291
Calls for Service	(see summaries)			
	Total all municipalities	209,489,870		
	Municipal portion	0.0884%	50.04	185,232
Overtime	(see notes)		9.95	36,826
Prisoner Transportation	(per property cost)		1.67	6,182
Accommodation/Cleaning Services	(per property cost)		<u>5.70</u>	<u>21,101</u>
Total 2025 Estimated Cost			<u><u>256.79</u></u>	<u>950,632</u>
2023 Year-End Adjustment	(see summary)			62,772
Grand Total Billing for 2025				<u><u>1,013,404</u></u>
2025 Monthly Billing Amount				84,450

OPP 2025 Annual Billing Statement

North Frontenac Tp

Estimated costs for the period January 1 to December 31, 2025

Notes to Annual Billing Statement

- 1) Municipal Base Services and Calls for Service Costs - The costs allocated to municipalities are determined based on the costs assigned to detachment staff performing municipal policing activities across the province. A statistical analysis of activity in detachments is used to determine the municipal policing workload allocation of all detachment-based staff as well as the allocation of the municipal workload between base services and calls for service activity. For 2025 billing purposes the allocation of the municipal workload in detachments has been calculated to be 50.7 % Base Services and 49.3 % Calls for Service. The total 2025 Base Services and Calls for Service cost calculation is detailed on the Base Services and Calls for Service Cost Summary included in the municipal billing package.
- 2) Base Services - The cost to each municipality is determined by the number of properties in the municipality and the standard province-wide average cost per property of \$189.44 estimated for 2025. The number of municipal properties is determined based on MPAC data. The calculation of the standard province-wide base cost per property is detailed on Base Services and Calls for Service Cost Summary included in the municipal billing package.
- 3) Calls for Service - The municipality's Calls for Service cost is a proportionate share of the total cost of municipal calls for service costs calculated for the province. A municipality's proportionate share of the costs is based on weighted time standards applied to the historical billable calls for service. The municipality's total weighted time is calculated as a percentage of the total of all municipalities.
- 4) Overtime - Municipalities are billed for overtime resulting from occurrences in their geographic area and a portion of overtime that is not linked specifically to a municipality, such as training. Municipalities are not charged for overtime identified as a provincial responsibility. The overtime activity for the calendar years 2020, 2021, 2022, and 2023 has been analyzed and averaged to estimate the 2025 costs. The costs incorporate the estimated 2025 salary rates and a discount to reflect overtime paid as time in lieu. The overtime costs incurred in servicing detachments for shift shortages have been allocated on a per property basis based on straight time. Please be advised that these costs will be reconciled to actual 2025 hours and salary rates and included in the 2027 Annual Billing Statement.
- 5) Court Security and Prisoner Transportation (CSPT) - Municipalities with court security responsibilities in local courthouses are billed court security costs based on the cost of the staff required to provide designated court security activities. Prisoner transportation costs are charged to all municipalities based on the standard province-wide per property cost. The 2025 costs have been estimated based on the 2023 activity levels. These costs will be reconciled to the actual cost of service required in 2025.

There was no information available about the status of 2025 Court Security Prisoner Transportation Grant Program at the time of the Annual Billing Statement preparation.
- 6) Year-end Adjustment - The 2023 adjustment accounts for the difference between the amount billed based on the estimated cost in the Annual Billing Statement and the reconciled cost in the Year-end Summary. The most significant year-end adjustments are resulting from the cost of actual versus estimated municipal requirements for overtime, contract enhancements and court security.

OPP 2025 Estimated Base Services and Calls for Service Cost Summary

Estimated Costs for the period January 1, 2025 to December 31, 2025

Salaries and Benefits	Positions	Base		Total Base Services and Calls for Service	Base Services	Calls for Service	
		FTE	%				\$/FTE
Uniform Members	Note 1						
Inspector		26.56	100.0	187,318	4,975,177	4,975,177	-
Staff Sergeant-Detachment Commander		8.60	100.0	156,717	1,347,770	1,347,770	-
Staff Sergeant		38.53	100.0	168,657	6,498,335	6,498,335	-
Sergeant		226.23	50.7	143,480	32,459,478	16,460,024	15,999,454
Constable		1,618.15	50.7	120,835	195,529,705	99,147,813	96,381,892
Part-Time Constable		11.97	50.7	91,572	1,096,112	555,839	540,272
Total Uniform Salaries		1,930.04			241,906,577	128,984,959	112,921,618
Statutory Holiday Payout				6,207	11,906,411	6,262,929	5,643,483
Shift Premiums				1,129	2,095,821	1,062,740	1,033,081
Uniform Benefits - Inspector				29.47%	1,466,114	1,466,114	-
Uniform Benefits - Full-Time Salaries				36.38%	85,791,541	44,909,750	40,881,790
Uniform Benefits - Part-Time Salaries				18.75%	205,571	104,245	101,326
Total Uniform Salaries & Benefits					343,372,035	182,790,737	160,581,298
Detachment Civilian Members	Note 1						
Detachment Administrative Clerk		164.29	50.7	75,342	12,377,949	6,276,748	6,101,201
Detachment Operations Clerk		3.41	50.7	69,798	238,011	120,750	117,260
Detachment Clerk - Typist		1.74	50.7	62,349	108,488	54,867	53,620
Court Officer - Administration		28.73	50.7	92,124	2,646,719	1,342,245	1,304,474
Crimestoppers Co-ordinator		0.89	50.7	73,240	65,184	32,958	32,226
Cadet		1.62	50.7	51,219	82,974	41,999	40,975
Total Detachment Civilian Salaries		200.68			15,519,324	7,869,568	7,649,757
Civilian Benefits - Full-Time Salaries				36.13%	5,606,608	2,843,009	2,763,599
Total Detachment Civilian Salaries & Benefits					21,125,933	10,712,577	10,413,355
Support Costs - Salaries and Benefits	Note 2						
Communication Operators				6,682	12,896,527	6,782,230	6,114,297
Prisoner Guards				2,061	3,977,812	2,091,915	1,885,897
Operational Support				7,119	13,739,955	7,225,785	6,514,170
RHQ Municipal Support				3,208	6,191,568	3,256,120	2,935,448
Telephone Support				157	303,016	159,355	143,661
Office Automation Support				938	1,810,378	952,070	858,308
Mobile and Portable Radio Support				357	693,298	364,522	328,776
Total Support Staff Salaries and Benefits Costs					39,612,554	20,831,997	18,780,557
Total Salaries & Benefits					404,110,521	214,335,311	189,775,210
Other Direct Operating Expenses	Note 2						
Communication Centre				150	289,506	152,250	137,256
Operational Support				1,112	2,146,204	1,128,680	1,017,524
RHQ Municipal Support				360	694,814	365,400	329,414
Telephone				1,458	2,813,998	1,479,870	1,334,128
Mobile Radio Equipment Repairs & Maintenance				168	326,258	171,540	154,718
Office Automation - Uniform				4,487	8,660,089	4,554,305	4,105,784
Office Automation - Civilian				1,154	231,585	116,485	115,100
Vehicle Usage				10,219	19,723,079	10,372,285	9,350,794
Detachment Supplies & Equipment				1,073	2,070,933	1,089,095	981,838
Uniform & Equipment				2,360	4,583,144	2,409,725	2,173,418
Uniform & Equipment - Court Officer				1,037	29,793	15,109	14,684
Total Other Direct Operating Expenses					41,569,403	21,854,744	19,714,660
Total 2025 Municipal Base Services and Calls for Service Cost					\$ 445,679,925	\$ 236,190,055	\$ 209,489,870
Total OPP-Policed Municipal Properties						1,246,809	
Base Services Cost per Property						\$ 189.44	

OPP 2025 Estimated Base Services and Calls for Service Cost Summary

Estimated Costs for the period January 1, 2025 to December 31, 2025

Notes:

Total Base Services and Calls for Service Costs are based on the cost of salary, benefit, support and other direct operating expenses for staff providing policing services to municipalities. Staff is measured in full-time equivalent (FTE) units and the costs per FTE are described in the notes below.

- 1) Full-time equivalents (FTEs) are based on average municipal detachment staffing levels for the years 2020 through 2023. Contract enhancements, court security, prisoner transportation and cleaning staff are excluded.

The equivalent of 85.71 FTEs with a cost of \$17,779,996 has been excluded from municipal costs to reflect the average municipal detachment FTEs required for provincially-mandated responsibilities eligible for Provincial Service Usage credit.

Salary rates are based on weighted average rates for municipal detachment staff by rank, level, and classification. The 2025 salaries incorporate the 2025 general salary rate increase set in the 2023 to 2026 OPPA Uniform and Civilian Agreements (uniform and civilian staff - 4.75% in 2023, 4.50% in 2024 and 2.75% in 2025.)

The benefit rates are estimated based on the most recent rates set by the Treasury Board Secretariat, (2024-25). Statutory Holiday Payouts, Shift Premiums, and Benefit costs are subject to reconciliation.

Two new premiums were added in these new agreements: a 3% Frontline Patrol Premium (which applies to Constables and Sergeants in Frontline roles only) and a 3% Second-In-Command Premium (which applies to members when temporarily backfilling a short term platoon command position.) An allowance of \$2,101 per Constable FTE and \$3,330 per Sergeant FTE for the Frontline Patrol Premium and \$76 per Constable FTE for the Second-In-Command premium have been included in the salary rates for Constables and Sergeants. These allowances are subject to reconciliation.

FTEs have been apportioned between Base Services and Calls for Service costs based on the current ratio, 50.7% Base Services : 49.3% Calls for Service.

- 2) Support Staff Costs and Other Direct Operating Expenses for uniform FTEs are calculated on a per FTE basis as per rates set in the 2024 Municipal Policing Cost-Recovery Formula.

OPP 2025 Calls for Service Billing Summary

North Frontenac Tp

Estimated costs for the period January 1 to December 31, 2025

Calls for Service Billing Workgroups	Calls for Service Count					2025 Average Time Standard	Total Weighted Time	% of Total Provincial Weighted Time	2025 Estimated Calls for Service Cost
	2020	2021	2022	2023	Four Year Average				
	A					B	C = A * B		
	Note 1							Note 2	Note 3
Drug Possession	0	1	0	0	0	5.9	1	0.0001%	170
Drugs	1	0	0	0	0	88.1	22	0.0012%	2,534
Operational	133	163	168	124	147	3.9	573	0.0315%	65,945
Operational 2	44	56	63	43	52	1.7	88	0.0048%	10,071
Other Criminal Code Violations	11	12	11	7	10	7.1	73	0.0040%	8,371
Property Crime Violations	31	55	63	51	50	6.2	310	0.0170%	35,659
Statutes & Acts	23	27	30	36	29	3.5	102	0.0056%	11,675
Traffic	30	34	39	27	33	3.8	124	0.0068%	14,206
Violent Criminal Code	13	25	28	20	22	14.8	318	0.0175%	36,602
Municipal Totals	286	373	402	308	342		1,610	0.0884%	\$185,232

Provincial Totals (Note 4)

Calls for Service Billing Workgroups	Calls for Service Count					2025 Average Time Standard	Total Weighted Time	% of Total Provincial Weighted Time	2025 Estimated Calls for Service Cost
	2020	2021	2022	2023	Four Year Average				
	A					B	C = A * B		
	Note 1							Note 2	Note 3
Drug Possession	2,803	2,979	2,483	2,363	2,657	5.9	15,676	0.8608%	1,803,207
Drugs	1,127	1,050	797	920	974	88.1	85,765	4.7092%	9,865,380
Operational	178,171	180,823	176,502	180,423	178,980	3.9	698,021	38.3272%	80,291,662
Operational 2	48,046	48,395	46,304	47,019	47,441	1.7	80,650	4.4283%	9,276,939
Other Criminal Code Violations	12,123	12,103	12,206	12,931	12,341	7.1	87,619	4.8110%	10,078,638
Property Crime Violations	46,799	47,403	48,878	49,446	48,132	6.2	298,415	16.3855%	34,325,987
Statutes & Acts	31,261	32,888	32,697	34,047	32,723	3.5	114,531	6.2887%	13,174,266
Traffic	32,067	34,757	38,776	32,713	34,578	3.8	131,397	7.2148%	15,114,318
Violent Criminal Code	19,343	20,055	21,513	22,640	20,888	14.8	309,139	16.9743%	35,559,474
Provincial Totals	371,740	380,453	380,156	382,502	378,713		1,821,214	100%	\$209,489,870

Notes to Calls for Service Billing Summary

- 1) Displayed without decimal places, exact numbers used in calculations
- 2) Displayed to four decimal places, nine decimal places used in calculations
- 3) Total costs rounded to zero decimals
- 4) Provincial Totals exclude data for dissolutions and post-2021 municipal police force amalgamations.

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OPP 2025 Calls for Service Details
North Frontenac Tp
For the calendar years 2020 to 2023

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2020	2021	2022	2023	
Grand Total	286	373	402	308	342.25
Drug Possession	0	1	0	0	0.25
Possession - Methamphetamine (Crystal Meth)	0	1	0	0	0.25
Drugs	1	0	0	0	0.25
Drug Operation - Rural Grow	1	0	0	0	0.25
Operational	133	163	168	124	147.00
Accident - non-MVC - Master Code	1	0	0	0	0.25
Animal - Bite	0	1	0	0	0.25
Animal - Dog Owners Liability Act	0	1	1	1	0.75
Animal - Injured	0	1	0	1	0.50
Animal - Left in Vehicle	0	1	0	0	0.25
Animal - Other	0	1	3	5	2.25
Animal - Stray	5	3	7	1	4.00
Assist Fire Department	1	1	1	1	1.00
Assist Public	21	35	39	26	30.25
Distressed / Overdue Motorist	0	3	3	2	2.00
Dogs By-Law	1	0	0	0	0.25
Domestic Disturbance	22	21	15	22	20.00
Family Dispute	16	21	14	5	14.00
Fire - Building	2	1	0	1	1.00
Fire - Other	1	3	1	0	1.25
Fire - Vehicle	2	0	2	1	1.25
Firearms (Discharge) By-Law	1	0	0	0	0.25
Found - Others	1	0	0	2	0.75
Found - Personal Accessories	0	0	0	1	0.25
Found Property - Master Code	5	6	3	3	4.25
Insecure Condition - Master Code	0	0	1	0	0.25
Lost - Gun	0	0	1	0	0.25
Lost - Household Property	0	1	0	0	0.25
Lost - License Plate	1	0	1	0	0.50
Lost - Others	1	0	1	1	0.75
Lost - Personal Accessories	2	2	0	0	1.00
Lost - Radio, TV, Sound-Reprod. Equip.	0	1	0	0	0.25
Lost Property - Master Code	2	1	1	1	1.25
Missing Person 12 & older	3	0	2	0	1.25
Missing Person Located 12 & older	6	1	2	3	3.00
Missing Person under 12	1	1	0	1	0.75
Neighbour Dispute	11	15	25	16	16.75
Noise Complaint - Animal	0	1	1	0	0.50
Noise Complaint - Master Code	6	7	5	4	5.50
Noise Complaint - Others	1	1	1	1	1.00
Noise Complaint - Residence	0	1	1	0	0.50
Noise Complaint - Vehicle	0	0	1	1	0.50
Other Municipal By-Laws	0	3	0	0	0.75
Phone - Nuisance - No Charges Laid	1	1	0	0	0.50

OPP 2025 Calls for Service Details
North Frontenac Tp
For the calendar years 2020 to 2023

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2020	2021	2022	2023	
Phone - Other - No Charges Laid	1	0	0	0	0.25
Sudden Death - Accidental	0	0	3	0	0.75
Sudden Death - Apparent Overdose/Overdose	0	0	1	0	0.25
Sudden Death - Natural Causes	4	4	6	1	3.75
Sudden Death - Others	0	2	0	2	1.00
Sudden Death - Suicide	1	2	0	0	0.75
Suspicious Package	0	2	0	1	0.75
Suspicious Person	4	3	13	6	6.50
Suspicious vehicle	5	4	7	6	5.50
Text- related Incident (Texting)	0	0	0	1	0.25
Trouble with Youth	2	0	0	1	0.75
Unwanted Persons	2	10	6	4	5.50
Vehicle Recovered - All Terrain Vehicles	0	1	0	0	0.25
Vehicle Recovered - Automobile	0	0	0	2	0.50
Operational 2	44	56	63	43	51.50
911 call - Dropped Cell	6	9	4	3	5.50
911 call / 911 hang up	6	11	15	10	10.50
False Alarm - Cancelled	1	0	0	0	0.25
False Alarm - Others	18	28	27	18	22.75
False Holdup Alarm - Accidental Trip	0	0	3	0	0.75
Keep the Peace	13	8	14	12	11.75
Other Criminal Code Violations	11	12	11	7	10.25
Bail Violations - Fail To Comply	2	2	4	0	2.00
Bail Violations - Master Code	0	0	1	0	0.25
Bail Violations - Others	2	1	1	1	1.25
Breach of Probation	4	4	3	2	3.25
Child Pornography - Making or distributing	0	1	0	0	0.25
Child Pornography - Other	0	0	1	0	0.25
Disturb the Peace	1	0	0	0	0.25
Obstruct Public Peace Officer	0	1	0	0	0.25
Offensive Weapons - In Vehicle	0	0	0	1	0.25
Offensive Weapons - Other Weapons Offences	1	2	0	1	1.00
Offensive Weapons - Possession of Weapons	0	0	0	1	0.25
Offensive Weapons - Prohibited	1	0	0	0	0.25
Offensive Weapons - Restricted	0	0	0	1	0.25
Possess Firearm while prohibited	0	1	1	0	0.50
Property Crime Violations	31	55	63	51	50.00
Arson - Building	0	0	1	0	0.25
Break & Enter	4	19	21	16	15.00
Break & Enter - Firearms	1	1	0	0	0.50
Fraud - False Pretence Under \$5,000	1	1	1	0	0.75
Fraud - Forgery & Uttering	1	0	0	0	0.25
Fraud - Master Code	0	0	1	1	0.50
Fraud - Money/property/security Over \$5,000	0	1	0	2	0.75
Fraud - Money/property/security Under \$5,000	0	0	2	5	1.75

OPP 2025 Calls for Service Details
North Frontenac Tp
For the calendar years 2020 to 2023

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2020	2021	2022	2023	
Fraud - Other	1	0	2	2	1.25
Fraud - Steal/Forge/Poss./Use Credit Card	0	0	0	1	0.25
Identity Fraud	0	2	2	1	1.25
Interfere with lawful use, enjoyment of property	0	2	0	0	0.50
Mischief	5	10	7	8	7.50
Personation with Intent (fraud)	2	1	5	1	2.25
Possession of Stolen Goods over \$5,000	0	0	1	0	0.25
Possession of Stolen Goods under \$5,000	0	0	0	1	0.25
Property Damage	0	1	1	0	0.50
Theft Over - Master Code	0	0	1	0	0.25
Theft from Motor Vehicles Under \$5,000	4	4	2	1	2.75
Theft of - All Terrain Vehicles	2	1	2	3	2.00
Theft of - Mail	0	0	1	0	0.25
Theft of - Other Motor Vehicles	1	1	0	0	0.50
Theft of - Trucks	0	0	1	0	0.25
Theft of Motor Vehicle	0	0	2	1	0.75
Theft Over \$5,000 - Boat (Vessel)	0	1	1	0	0.50
Theft Over \$5,000 - Other Theft	1	0	0	0	0.25
Theft Over \$5,000 - Persons	0	0	1	0	0.25
Theft Over \$5,000 - Trailers	0	2	0	0	0.50
Theft Under \$5,000 - Boat (Vessel)	1	0	1	0	0.50
Theft Under \$5,000 - Boat Motor	1	0	0	0	0.25
Theft Under \$5,000 - Gasoline Drive-off	3	0	1	0	1.00
Theft Under \$5,000 - Master Code	2	1	0	4	1.75
Theft Under \$5,000 - Other Theft	0	7	6	3	4.00
Theft Under \$5,000 - Trailers	1	0	0	1	0.50
Statutes & Acts	23	27	30	36	29.00
Landlord / Tenant	2	6	9	10	6.75
Mental Health Act	1	5	7	12	6.25
Mental Health Act - Apprehension	0	3	1	0	1.00
Mental Health Act - Attempt Suicide	1	0	1	0	0.50
Mental Health Act - No contact with Police	0	0	1	0	0.25
Mental Health Act - Placed on Form	1	1	0	0	0.50
Mental Health Act - Threat of Suicide	1	3	2	1	1.75
Mental Health Act - Voluntary Transport	3	0	2	0	1.25
Trespass To Property Act	14	9	7	13	10.75
Traffic	30	34	39	27	32.50
MVC - Fatal (Motor Vehicle Collision)	1	1	0	0	0.50
MVC - Others (Motor Vehicle Collision)	0	2	0	1	0.75
MVC - Personal Injury (Motor Vehicle Collision)	7	6	4	6	5.75
MVC - Prop. Dam. Failed to Remain (Motor Vehicle Collision)	1	3	0	2	1.50
MVC - Prop. Dam. Non Reportable (Motor Vehicle Collision)	6	6	6	2	5.00
MVC - Prop. Dam. Reportable (Motor Vehicle Collision)	15	16	29	16	19.00
Violent Criminal Code	13	25	28	20	21.50
Assault - Level 1	8	13	7	6	8.50

OPP 2025 Calls for Service Details
North Frontenac Tp
For the calendar years 2020 to 2023

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2020	2021	2022	2023	
Assault With Weapon or Causing Bodily Harm - Level 2	1	1	2	3	1.75
Criminal Harassment	2	1	3	3	2.25
Indecent / Harassing Communications	0	1	1	1	0.75
Murder 2nd Degree	0	0	0	1	0.25
Non-Consensual Distribution of Intimate Images	0	3	0	0	0.75
Sexual Assault	0	2	1	2	1.25
Sexual Interference	0	0	3	0	0.75
Utter Threats - Master Code	0	0	1	0	0.25
Utter Threats to Person	2	4	10	4	5.00

OPP 2023 Reconciled Year-End Summary
North Frontenac Tp
Reconciled cost for the period January 1 to December 31, 2023

			<u>Cost per Property \$</u>	<u>Reconciled Cost \$</u>	<u>Estimated Cost \$</u>
Base Service	Property Counts				
	Household	3,606			
	Commercial and Industrial	<u>57</u>			
	Total Properties	<u><u>3,663</u></u>	174.11	637,783	606,820
Calls for Service	Total all municipalities	187,830,598			
	Municipal portion	0.0822%	42.15	154,397	146,791
Overtime			12.92	47,322	24,846
Prisoner Transportation	(per property cost)		1.45	5,311	4,286
Accommodation/Cleaning Services	(per property cost)		<u>5.06</u>	<u>18,535</u>	<u>17,839</u>
Total 2023 Costs			<u><u>235.69</u></u>	<u><u>863,348</u></u>	<u><u>800,581</u></u>
2023 Billed Amount				<u><u>800,576</u></u>	
2023 Year-End-Adjustment				<u><u>62,772</u></u>	

Notes

The Year-End Adjustment above is included as an adjustment on the 2025 Billing Statement.
This amount is incorporated into the monthly invoice amount for 2025.
The difference between the estimated and billed amount is due to rounding the bills to the nearest dollar throughout the year.

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Lions Club of Land O'Lakes

Thursday 18th of October, 2023

To: Township of North Frontenac
From: Lions Club of Land O'Lakes
Subject: Invite to have a float at the Annual Lions Club of Land O'Lakes Santa Claus Parade
To take place on Saturday, November 23rd at 5:30pm

**Dear Ms. Tara Mieske & Ms. Brooke Hawley,
Good Day,**

The Lions Club of Land O'Lakes is having its annual Santa Claus Parade in Northbrook as noted above. We would like to invite the Township of North Frontenac to have a float at the parade.

Similar to previous years, the parade route will be as follows:

- South on Hwy 41 turn left onto Peterson Rd.
- Left onto Airport Rd.
- Right onto Allison Dr.
- Left onto Lloyd St.
- Turn right back onto Lloyd St
- Left onto Brookside Lane
- Left onto Airport Rd
- Right onto Peterson Rd
- Right onto Hwy #41
- Back to the Lions Hall.

Following the parade, we wish to invite everyone to join us for hot chocolate & cookies at the Lions Hall, enjoy the fireworks, and possibly get a picture with Santa!

We would also like to take this opportunity to thank the Township, Council and Mayor for the generous contribution to the parade. It is through such contributions that we are able to continuously provide our community with such a day of happiness and joy.

Looking forward to hearing back from you,
Sincerely,

Lion Red Emond

President
Lions Club of Land O'Lakes
613-336-8181
red61emond@yahoo.ca

Lions Lynn Lowe and Richard Withers

Christmas Parade Co-Chairs
Lions Club of Land O'Lakes
eventsionscluboflandolakes@gmail.com

To: Mayor and Members of Council
From: Darwyn Sproule, Public Works Manager, P. Eng.
Approved by: Corey Klatt, Chief Administrative Officer
Date of Meeting: 25 Oct 2024
Re: Purchase of a Combination Tandem Plow Truck - Sole Sourced

Recommendation:

Be It Resolved That Council receives for information the Public Works Manager's (PWM) Administrative Report entitled "Purchase of a Combination Tandem Plow Truck - Sole Sourced";
And That Council approve the sole source purchase of a new Combination Tandem Plow Truck at a negotiated price that is within the maximum approved budget of \$415,000.

Background:

At the Council meeting on September 12, 2024 Council approved Resolution #318-42, as follows:

Be It Resolved That Council receives for information the Public Works Manager's (PWM) Administrative Report entitled "Request to Advance The Tandem Truck Purchase From 2025 to 2024";
And That Council approves advancing the purchase of the Tandem Truck from 2025 to 2024 per the 10 Year Capital Plan;
And That the costing be increased from \$380,000 to \$415,000.

Our 2012 Unit (T12) that was replaced in 2022 served as our spare plow truck last season 2023/24 and this summer. When it was determined that T12 would not pass a safety inspection, the purchase of a new truck was advanced to 2024 to minimize the time required to operate without a spare plow truck.

The proposal to advance the purchase of a tandem plow truck was based on the availability of a existing new fully equipped truck at a Dealership. Using a competitive procurement process the truck would have been delivered by late December or early January. Unfortunately, we missed securing the available truck because it sold quickly. We tried a number of other dealers and were unable to locate a new unit that was readily available. Very few dealers equip units in advance anticipating a sale given the wide range of equipment requested by potential purchasers.

Dealers are now quoting delivery dates for the cab and chassis (truck only) in August of 2025 at the earliest. Equipping the unit as a plow / sander then pushes the delivery date well into 2026.

Researched By:

Darwyn Sproule, Public Works Manager

Comments:

Operating this winter without a spare plow truck is a significant risk in the event of one or more breakdowns.

We just recently found a new combination tandem plow truck that is owned by a dealer in Western Canada. The unit was constructed and fully equipped by a local supplier that we use on a regular basis for our plows / sanders. The truck has not been shipped yet and is at a local dealership now. We inspected the truck last week and spoke to the western Dealer. As of Monday, October 21, 2024, the Dealer is prepared to sell the unit.

Initial discussions with the Dealer confirmed the asking price is within our approved budget. The purchase would be sole sourced with the Dealership and negotiated to ensure our requirements are met and the price is appropriate. We will not negotiate any further on the price until after we have approval in principle for a sole source purchase.

The truck is new and we will ensure a new truck warranty is included that is recognized by our local dealerships. The make of the truck and the plow / sander hardware is the same manufacturer as several of our current units. The sander configuration is different than our U-body units but it is appropriate for our application.

Time is of the essence if we want to proceed with the purchase given the demand for units, short notice sales and the excessive delivery times associated with tendering.

Financial Impact:

Purchase of the unit will be within the approved budget of \$415,000. If approved, the purchase will be sole sourced at a dealership and negotiated to obtain a fair and reasonable price.

To: Mayor and Members of Council
From: Corey Klatt, Chief Administrative Officer, Dipl. M.A.
Approved by:
Date of Meeting: 25 Oct 2024
Re: Proposed Work Plan for the 2024-2028 North Frontenac Strategic Plan.

Recommendation:

Be It Resolved That Council receives for information the CAO's Administrative Report entitled "Proposed Work Plan for the 2024-2028 North Frontenac Strategic Plan";

And That Council approves the proposed Work Plan as prepared by the Manager's and CAO;

And That the Strategic Work Plan will be reviewed annually during Budget Deliberations.

Background:

On February 23, 2024 Council approved Resolution #77-24:

"Whereas at the meeting held on January 8, 2024 Council passed Resolution #02-24 receiving for information the presentation by Steve Lichty, Capital Park Consulting Inc. regarding the Draft Strategic Plan; and Council requested Capital Park Consulting Inc. make changes to the Strategic Plan and provide another draft at the February 23, 2024 meeting;

Therefore Be It Resolved that Council receives for information the updated Strategic Plan from Capital Park Consulting Inc;

And That Council approves the Strategic Plan; and instructs the CAO to provide a report to Council including a work plan for consideration at a future Council meeting.

Carried"

Researched By:

Corey Klatt, CAO

Kelly Watkins, Treasurer

Tara Mieske, Clerk/Planning Manager

Darwyn Sproule, Public Works Manager

Adam Robinson, Director of Emergency Services/Fire Chief

Brooke Ross, Manager of Community Development

Katelyn Ronfeld, CAO Executive Assistant

Comments:

The CAO and Managers met to work on a proposed work plan for the 2024-2028 Strategic Plan for Council's consideration and propose the following workplan for consideration:

Vibrant & Inclusive Community

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Promote a Healthy Lifestyle.	Increased community engagement.	<ul style="list-style-type: none"> ➤ Fire Protection and Prevention Initiatives ➤ Emergency Preparedness ➤ Essential Services Fair ➤ Community Grants Program ➤ Social Media ➤ Volunteer appreciation 	DESFC, MCD	2024 Ongoing

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Promote a Healthy Lifestyle.	Increased 4-season tourism/recreational opportunities	<ul style="list-style-type: none"> ➤ Advertising in Frontenac Recreation Guide ➤ County K&P Trail Development 	MCD, PWM, Frontenac County (K&P Trail)	2024 Ongoing

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Promote a Healthy Lifestyle.	Continued provision of safe, efficient and enhanced recreational facilities, trails and parks.	<ul style="list-style-type: none"> ➤ Installing Pickleball Netting for Plevna Courts ➤ Accessible privy ➤ K&P Trail 	MCD, PWM, Frontenac County (K&P Trail)	2024 Ongoing

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Provide support to community partners for healthcare, senior and youth services	Increased numbers of doctors, nurse practitioners and other health care professionals	➤ Continued support for Doctor Recruitment and incentives.	Mayor & Council	2024 Ongoing

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Provide support to community partners for healthcare, senior and youth services	Affordable accommodations (including opportunities for seniors)	➤ County Seniors Housing Funding	Mayor & Council	2025 Ongoing

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Provide support to community partners for healthcare, senior and youth services	Increased collaboration with community service agencies	<ul style="list-style-type: none"> ➤ Increase communication opportunities ➤ SALT ➤ After school Program ➤ Use of Township Facilities for initiatives 	Mayor & Council, MCD	2024 Ongoing

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Support Inclusivity	Raised awareness of income and lifestyle disparities throughout the Township	<ul style="list-style-type: none"> ➤ Rural Frontenac Community Services & Land O'Lakes Community Services Presentations ➤ continue to invite to Essential Services Fair ➤ Recognition of Pride Month ➤ Recognition of Mental Health Awareness Month 	Mayor & Council	2024 Ongoing

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Support Inclusivity	Enhanced support for community organizations and agencies that provide assistance to the least advantaged members of our community	<ul style="list-style-type: none"> ➤ Annual Donations to foodbank ➤ Seniors Stay at Home Program ➤ SALT ➤ Communications ➤ Community Grant Program 	Mayor & Council, CAO, Treasurer, MCD	2024 Ongoing

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Support Inclusivity	Continued support for local schools	<ul style="list-style-type: none"> ➤ Continued annual funding ➤ Local Government Week Activities 	Mayor & Council, MCD	2024 Ongoing

Economic Prosperity

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Enhance and support the local economy	Increased number of business start-ups and expansions	<ul style="list-style-type: none"> ➤ Branded Materials Program ➤ EDTF Work Plan 	EDTF, MCD, County of Frontenac Economic Development,	2024 - Ongoing

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Enhance and support the local economy	Stable funding provided for Economic Development	<ul style="list-style-type: none"> ➤ Budget & Grant opportunities 	Mayor & Council, MCD	2025 Ongoing

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Enhance and support the local economy	Enhancement of the Community Improvement plan (CIP)	<ul style="list-style-type: none"> ➤ EDTF – Review Township CIP ➤ Frontenac County – potential CIP 	Council, MCD, CPM, EDTF	2025-2026

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Enhance and support the local economy	Continued support for the Economic Development Task Force (EDTF)	<ul style="list-style-type: none"> ➤ EDTF to provide Work Plan based on Council's Strategic Plan 	Mayor & Council	2024 Ongoing

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Enhance and support the local economy	Sufficient staff and Resources to support economic development	<ul style="list-style-type: none"> ➤ Continue to monitor and evaluate. 	Mayor & Council, MCD	2024 Ongoing

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Preparation for potential development opportunities	Implementation of development policies that encourage the provision of a wide range of housing options, amenities and services within a convenient distance	<ul style="list-style-type: none"> ➤ Delegated Authority for Site Plan Severance ➤ Community Planning Permit System ➤ Communal Services ➤ Official Plan Amendment 	Mayor & Council, CPM	2024 Ongoing

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Preparation for potential development opportunities	Increased Tourism	<ul style="list-style-type: none"> ➤ EDTF Work Plan ➤ Electric Vehicle Charging Stations, ➤ visitor guide 	MCD, EDTF	2024 Ongoing

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Preparation for potential development opportunities	Promotion of a range of housing options to provide affordable housing including Public-private Partnerships (PPPs)	<ul style="list-style-type: none"> ➤ EDTF Workplan 	EDTF	2024 Ongoing

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Identify opportunities for efficiencies	Additional cost saving partnerships and/or shared services for efficiencies	<ul style="list-style-type: none"> ➤ Joint Council Meetings ➤ Review By-laws and procedures. 	Mayor & Council, Managers	2024 Ongoing

Sustainable Core Services

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Continue to invest in municipal infrastructure	Enhanced standards for roads and other core and non-core infrastructure	<ul style="list-style-type: none"> ➤ Asset Management ➤ Modernization (work orders) ➤ OSIM Bridge inspections 2024 ➤ Continued Road Needs Study ➤ Ongoing updates to all assets ➤ Establishing levels of service ➤ Fire Departments ➤ Fleet management 	PWM, DESFC, Treasurer	2024 Ongoing

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Continue to invest in municipal infrastructure	Long-term plans for municipal buildings relative to safety, functionality and affordability	<ul style="list-style-type: none"> ➤ Follow the Building Condition Assessment Plan 	Managers	2024 Ongoing

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Continue to invest in municipal infrastructure	Integration of the Asset Management Plan into Township capital and operational planning	<ul style="list-style-type: none"> ➤ Progressively work towards a fully funded plan for Capital and Operations that can be projected out over a multi-year budget 	Managers	2024 Ongoing

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Enhanced Township Services	Enhancement of Township roads, parking areas and boat launches	<ul style="list-style-type: none"> ➤ Boat launch parking improvements ➤ implementation of new Parking By-law signage. 	MCD, PWM. CAO	2024 Ongoing

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Enhanced Township Services	Improved governance and use of community halls	<ul style="list-style-type: none"> ➤ New booking software ➤ By-law amendments 	MCD	2024 Ongoing

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Enhanced Township Services	Streamlined access to Township services through new technologies	<ul style="list-style-type: none"> ➤ Community Hall Booking software ➤ Electronic signature program ➤ <u>Cloudpermit</u> Building Permit System 	Managers	2024 Ongoing

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Enhanced Township Services	Asset Management Plan embedded in Township operations	<ul style="list-style-type: none"> ➤ Implement asset tracking and repairs 	Managers	2024 Ongoing

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Be prepared for “shovel-ready” projects when funding becomes available	Establishment of protocols for regular contact with provincial and federal authorities for early notice of potential programs	➤ Develop and maintain contacts within federal and provincial governments	Mayor & Council	2024 Ongoing

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Be prepared for “shovel-ready” projects when funding becomes available	Pre-planning in all departments for shovel-ready opportunities	➤ Pre-budgeting or pre-approval of projects & Grants	Managers	2024 Ongoing

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Optimize waste management practices through diversion, recycling and repurposing	Reduced use of landfill	➤ Continued Consultant Reporting (grinding and compacting)	PWM	2024 Ongoing

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Optimize waste management practices through diversion, recycling and repurposing	Increased volume of recyclables	<ul style="list-style-type: none"> ➤ Mattress Recycling Program ➤ Transition to 2 Stream Recycling System ➤ Transition to Full Producer Responsibility 	PWM	2024-2025

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Optimize waste management practices through diversion, recycling and repurposing	Enhancement of repurposing programs	<ul style="list-style-type: none"> ➤ Re-Use Centre 	PWM	2024 Ongoing

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Establish the Township as an employer of choice	Organizational review and compensation review completed every five years	<ul style="list-style-type: none"> ➤ The Compensation Review was completed previously in 2021. 	CAO/ Managers	2026

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Establish the Township as an employer of choice	Enhanced training opportunities for all staff and members of the Fire Department	<ul style="list-style-type: none"> ➤ Staff Appreciation & Wellness events ➤ continuous training. 	CAO/ Managers	2024 Ongoing

Environmental Stewardship

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Establish an Environmental Task Force comprised of Councillors, Staff and community stakeholders to develop and promote programs to protect the environment	Development of policies and programs to protect the environment	<ul style="list-style-type: none"> ➤ Planning Department to work on updated policies ➤ Natural Heritage Study ➤ County Official Plan ➤ Community Planning Permit System 	Mayor & Council, CPM, County Planning Department	2024-2026

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Establish an Environmental Task Force comprised of Councillors, Staff and community stakeholders to develop and promote programs to protect the environment	Development of an action plan to manage/mitigate climate change impacts	<ul style="list-style-type: none"> ➤ Pending Environmental Task Force recommendations 	Mayor & Council, Environmental Task Force	2024 Ongoing

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Communicate directly with the province whenever available and keep lines of communication open at all times	Follow-up with contact throughout the year		Mayor & Council	2024 Ongoing

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Communicate directly with the province whenever available and keep lines of communication open at all times	Collaboration with municipal organizations and other municipalities to advocate for desired change	<ul style="list-style-type: none"> ➤ Supporting requests from other Municipalities and providing feedback on potential legislative changes. 	Mayor & Council	2024 Ongoing

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Communicate directly with the province whenever available and keep lines of communication open at all times	Regular communication with provincial authorities	<ul style="list-style-type: none"> ➤ Monitoring news announcements for changes ➤ Attending conferences and trainings. 	CAO & Managers	2024 Ongoing

Strategic Action	Desired Outcomes	Examples	Responsible	Timeframe
Communicate directly with the province whenever available and keep lines of communication open at all times	Collaboration with County Staff to modernize the process for calculation of lake capacity	➤ Official Plan	CPM	2027

Acronyms

- CAO - Chief Administrative Officer
- CPM - Clerk/Planning Manager
- DESFC - Director of Emergency Services/Fire Chief
- MCD - Manager of Community Development
- PWM - Public Works Manager
- TR - Treasurer
- EDTF - Economic Development Task Force

Financial Impact:

Unknown at this time. To be determined during Annual Budget Deliberations throughout the next four years (2024-2028).



Township of
North Frontenac

2024-2028 STRATEGIC PLAN

Proposed Work Plan

Strategic Priorities



**Vibrant &
Inclusive
Community**



**Economic
Prosperity**



**Sustainable
Core Services**



**Environmental
Stewardship**





VISION

Empowering our community,
protecting our environment.

MISSION

Committed to our community's well-being by delivering
efficient, sustainable, and inclusive services that enrich
lives while protecting the environment.

VALUES

- ~ Progressive
- ~ Inclusive
- ~ Transparent
- ~ Accountable
- ~ Sustainable

Vibrant and Inclusive Community



Promote a Health Lifestyle

Desired Outcomes	Example	Responsible	Timeframe
Increased Community Engagement	<ul style="list-style-type: none"> ➤ Fire Promotion, Prevention and Preparedness Initiatives ➤ Essential Services Fair ➤ Community Grants Program ➤ Volunteer Appreciation ➤ Social Media 	DESFC. MCD	2024 Ongoing
Increased 4-Season Tourism/Recreational Opportunities	<ul style="list-style-type: none"> ➤ Advertising in the Frontenac Recreation Guide ➤ K&P Trail Development 	MCD, PWM, Frontenac County (K&P Trail)	2024 Ongoing
Continued Provision of Safe, Efficient and Enhanced Recreational Facilities, Trails and Parks.	<ul style="list-style-type: none"> ➤ Installing Pickleball Netting in Plevna Courts ➤ Accessible Privies ➤ K&P Trail 	MCD, PWM, Frontenac County (K&P Trail)	2024 Ongoing

Provide Support to Community Partners for Healthcare, Senior and Youth Services

Desired Outcomes	Example	Responsible	Timeframe
Increase Numbers of Doctors, Nurse Practitioners and other Health Care Professionals	<ul style="list-style-type: none"> ➤ Continue support for Doctor Recruitment and Incentives 	Mayor & Council	2024 Ongoing
Affordable Accommodations (Including Opportunities for Seniors)	<ul style="list-style-type: none"> ➤ County Seniors Housing Funding 	Mayor & Council	2024 Ongoing
Increased Collaboration with Community Service Agencies	<ul style="list-style-type: none"> ➤ Increase Communication Opportunities ➤ Seniors and Law Enforcement Together (S.A.L.T) ➤ After School Programs ➤ Use of Township Facilities for Initiatives 	Mayor & Council, MCD	2024 Ongoing

Support Inclusivity

Desired Outcomes	Example	Responsible	Timeframe
<p>Raised Awareness of Income and Lifestyle Disparities Throughout the Township</p>	<ul style="list-style-type: none"> ➤ Rural Frontenac Community Services and Land O'Lakes Community Services Presentations ➤ Invitations to the Essential Services Fair ➤ Recognition of Pride Month ➤ Recognition Mental Health Awareness Month 	<p>Mayor & Council</p>	<p>2024 Ongoing</p>
<p>Enhanced Support for Community Organizations and Agencies that Provide Assistance to the Least Advantaged Members of our Community</p>	<ul style="list-style-type: none"> ➤ Annual Donations to Foodbanks ➤ Seniors Home Support Program ➤ Seniors and Law Enforcement Together ➤ Communications ➤ Community Grant Program 	<p>Mayor & Council, CAO, Treasurer, MCD</p>	<p>2024 Ongoing</p>
<p>Continued Support for Local Schools</p>	<ul style="list-style-type: none"> ➤ Continued annual funding and Local Government Week Activities 	<p>Mayor & Council, MCD</p>	<p>2024 Ongoing</p>

Economic Prosperity



Enhance and Support the Local Economy

Desired Outcomes	Example	Responsible	Timeframe
Increased Number of Business Start-ups and Expansions	<ul style="list-style-type: none"> ➤ Branded Materials Program ➤ Economic Development Task Force (EDTF) Workplan 	MCD, EDTF, County of Frontenac Economic Development	2024 Ongoing
Stable Funding Provided for Economic Development	<ul style="list-style-type: none"> ➤ Budget and Grant Opportunities 	Mayor, Council & MCD	2025 Ongoing
Enhancement of the Community Improvement Plan (CIP)	<ul style="list-style-type: none"> ➤ EDTF to review the Township's CIP ➤ Frontenac County - Potential CIP 	MCD, CPM, EDTF, Council	2025-2026
Continued Support for the Economic Development Task Force	<ul style="list-style-type: none"> ➤ EDTF to Provide a Workplan based on Council's Strategic Plan 	Mayor & Council	2024 Ongoing
Sufficient Staff and Resources to Support Economic Development	<ul style="list-style-type: none"> ➤ Continue to Monitor and Evaluate 	Mayor & Council, MCD	2024 Ongoing

Preparation for Potential Development Opportunities

Desired Outcomes	Example	Responsible	Timeframe
<p>Implementation of Development Policies that Encourage the Provision of a Wide Range of Housing Options, Amenities and Services within a Convenient Distance.</p>	<ul style="list-style-type: none"> ➤ Delegated Authority for Site Plan Severances ➤ Community Planning Permit System ➤ Official Plan Amendment ➤ Communal Services 	<p>Mayor & Council, CPM</p>	<p>2024 Ongoing</p>
<p>Increased Tourism</p>	<ul style="list-style-type: none"> ➤ EDTF Workplan ➤ Electronic Vehicle Charging Stations ➤ Visitor Guide 	<p>MCD, EDTF</p>	<p>2024 Ongoing</p>
<p>Promotion of a Range of Housing Options to Provide Affordable Housing Including Public-Private Partnerships (PPPs)</p>	<ul style="list-style-type: none"> ➤ EDTF Workplan 	<p>EDTF</p>	<p>2026</p>

Identify opportunities for Efficiencies

Desired Outcomes	Example	Responsible	Timeframe
Additional Cost Saving Partnerships and/or Shared Services for Efficiencies	<ul style="list-style-type: none"> ▶▶ Joint Council Meetings ▶▶ Review By-laws and Procedures 	Mayor, Council & Managers	2024 Ongoing

Sustainable Core Services





Continue to Invest in Municipal Infrastructure

Desired Outcomes	Example	Responsible	Timeframe
Enhance Standards for Roads and Other Core and Non-Core Infrastructure	<ul style="list-style-type: none"> ➤ Asset Management ➤ Modernization (Work Orders) ➤ OSIM Budget Inspections 2024 ➤ Road Needs Study ➤ Ongoing Updates to All Assets ➤ Establish Levels of Service ➤ Fire Department and Fleet Management 	PWM, DESFC, Treasurer	2024 Ongoing
Long Term Plans for Municipal Buildings Relative to Safety, Functionality and Effordability	<ul style="list-style-type: none"> ➤ Follow the Building Condition Assessment Plan 	Managers	2024 Ongoing
integration of the Asset Management Plan into Township Capital and Operational Planning	<ul style="list-style-type: none"> ➤ Progressively Work Towards a Fully Funded Plan for Capital and Operations that can be Projected out over a Multi-Year Plan 	Managers	2024 Ongoing

Enhanced Township Services

Desired Outcomes	Example	Responsible	Timeframe
Enhancement of Township Roads, Parking Areas and Board Launches	<ul style="list-style-type: none"> ➤ Boat Launch Parking Improvements ➤ Implementation of new parking By-law Signage 	MCD, PWM, CAO	2024 Ongoing
Improved Governance and use of Community Halls	<ul style="list-style-type: none"> ➤ New Booking Software ➤ By-law Amendments 	MCD	2024 Ongoing
Streamlined Access to Township Services Through New Technologies	<ul style="list-style-type: none"> ➤ Community Hall Booking Software ➤ Electronic Signature Program ➤ Cloudpermit Building Permit System 	Managers	2024 Ongoing
Asset Management Plan Embedded in Township Operations	<ul style="list-style-type: none"> ➤ Implement Asset Tracking and Repairs 	Managers	2024 Ongoing

Be Prepared for “Shovel-Ready” Projects when Funding Becomes Available

Desired Outcomes	Example	Responsible	Timeframe
Establishment of Protocols for Regular Contact with Provincial and Federal Authorities for Early Notice of Potential Programs	 Develop and Maintain Contacts within Federal and Provincial Governments	Mayor, Council & CAO	2024 Ongoing
Pre-Planning in All Departments for Shovel-Ready Opportunities	 Pre-Budgeting or Preapproval of Projects and Grants	Managers	2024 Ongoing

Optimize Waste Management Practices Through Diversion, Recycling and Repurposing

Desired Outcomes	Example	Responsible	Timeframe
Reduced Use of Landfills	<ul style="list-style-type: none"> ➤ Continued Consultant Reporting (Grinding and Compacting) 	PWM	2024 Ongoing
Increased Volume of Recyclables	<ul style="list-style-type: none"> ➤ Mattress Recycling Program ➤ Transition to 2 Stream Recycling Systems ➤ Transition to Full Producer Responsibility 	PWM	2024-2025
Enhancement of Repurposing Programs	<ul style="list-style-type: none"> ➤ Re-Use Centre 	PWM	2024 Ongoing

Establish the Township as an Employer of Choice

Desired Outcomes	Example	Responsible	Timeframe
Organizational Review and Compensation Review Completed Every Five Years	➤ The Compensation Review was Completed Previously in 2021	CAO, Managers	2026
Enhanced Training Opportunities for All Staff and Members of The Fire Department	➤ Staff Appreciation ➤ Wellness Events ➤ Continuous Training	CAO, Managers	2024 Ongoing

Environmental Stewardship



Establish an Environmental Task Force Comprised of Councillors, Staff and Community Stakeholders to Develop and Promote Programs to Protect the Environment

Desired Outcomes	Example	Responsible	Timeframe
Development of Policies and Programs to Protect the Environment	<ul style="list-style-type: none"> ➤ Planning Department to Work on Updated Policies ➤ Natural Heritage Study ➤ County Official Plan ➤ Community Planning Permit System 	Mayor & Council, CPM, County Planning Department	2024-2026
Development of an Action Plan to Manage/Mitigate Climate Change Impacts	<ul style="list-style-type: none"> ➤ Pending Environmental Task Force Recommendations 	Mayor & Council, Environmental Task Force	2024 Ongoing

Communicate Directly with the Province Whenever Available and Keep Links of Communication Open at All Times

Desired Outcomes	Example	Responsible	Timeframe
Follow-Up with Contacts Throughout the Year	<ul style="list-style-type: none"> ▶▶ Regular Contact with Federal and Provincial Politicians; Employees, Departments, MMAH, etc. 	Mayor & Council	2024 Ongoing
Collaboration with Municipal Organizations and Other Municipalities to Advocate for Desired Change	<ul style="list-style-type: none"> ▶▶ Supporting Requests from Other Municipalities and Providing Feedback on Potential legislative Changes 	Mayor & Council	2024 Ongoing
Regular Communication with Provincial Authorities	<ul style="list-style-type: none"> ▶▶ Monitoring News Announcements for Changes ▶▶ Attending Conferences and Trainings 	CAO, Managers	2024 Ongoing
Collaboration with County Staff to Modernize the Process for Calculation on Lake capacity	<ul style="list-style-type: none"> ▶▶ Official Plan 	CPM	2027

Questions?



To: Mayor and Members of Council
From: Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M.
Approved by: Corey Klatt, Chief Administrative Officer
Date of Meeting: 25 Oct 2024
Re: Renewal of Agreement with Kingston Humane Society for Pound Services and Changes in Fees

Recommendation:

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Renewal of Agreement with Kingston Humane Society for Pound Services and Changes in Fees";

And That Council will consider a By-law later in the Meeting to authorize the Mayor and Clerk to sign the Agreement with the Kingston Humane Society for Pound Services.

Background:

On November 22, 2019, Council passed By-law #94-19 authorizing the Mayor and Clerk to enter into a Contract on behalf of the Municipality for Pound Services to be provided by the Kingston Humane Society. The Contract expires on December 31, 2024.

Researched By:

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

Comments:

We received the attached letter from the Operations Manager at the Kingston Humane Society dated July 29, 2024 which included the proposed pound services contract to be renewed January 1, 2024 for the period January 1, 2025 to December 31, 2029 (Attachment #1). The Agreement is included under the By-law section of the Agenda.

The provisions of the Agreement are the same as the previous agreement excluding the term and fees. As set out in the letter the fee increase is required "In order to meet the increased demands and financial increases we have absorbed, we are implementing a minimum contract rate of \$500 a month. The contract increase for years 2 through 5 is based on the CPI index and will be reflected each January."

Section 3.02 of the proposed Agreement states "The Township shall pay the Contractor an all-inclusive, fixed monthly fee of \$500 for the provision of Pound Services, as specified within this Agreement. Increases shall be applied to the fixed monthly fee for each year of this contract from Year 2 through year 5, adjusted annually in January, by the Consumer Price Core Index based on the prior year".

The previous fees were a fixed monthly fee of \$123 for the first year and increases were applied from Year 2 through Year 5, annually in January based on the Consumer Price Core Index.

Financial Impact:

The annual cost over the last 5 years was:

2020 \$1,476.00

2021 \$1,508.52

2022 \$1,519.08

2023 \$1,570.68

2024 \$1,677.48

Effective 2025 the new annual cost is \$6,000 plus a cost of living adjustment annually, which is an increase of 257.68% comparing 2024 to 2025.

Attachments:

[Letter Humane Society](#)

 **Kingston**
HUMANE SOCIETY

RECEIVED

July 29, 2024

AUG 6 2024

Chief Administrative Officer
The Corporation of the Township of North Frontenac
6648 Road 506
Plevna, ON K0H 2M0

Twp. of North Frontenac
Per.....

Dear Sir/Madam:

This letter will confirm your pound services contract expires December 31, 2024. We have attached a copy of the amended contract for the period January 1, 2025 – December 31, 2029. In order to meet the increased demands and financial increases we have absorbed, we are implementing a minimum contract rate of \$500/month. The contract increase for years 2 through 5 is based on the CPI index and will be reflected each January.

We would like to provide statistics which highlight a significant concern regarding stray cats and kittens within the municipality that we assumed care for during the current pound contract. The intake of 29 stray cats up to July 19, 2024 indicates a pressing issue that extends beyond the current bylaw coverage. This situation underscores the need for a comprehensive approach to address the welfare of stray animals, which may include revising local bylaws, increasing public awareness, and enhancing support for shelters and charity organizations. Continuous efforts to manage and care for these animals are crucial in promoting their well-being and preventing overpopulation. The financial impact this has on our organization can be overwhelming at times to ensure these animals are given an opportunity at a second chance to be reunited with their owner or to be placed into our adoption or rescue transfer program.

We look forward to the opportunity to continue to act as the Pound Keeper for Township of North Frontenac for the upcoming contract period.

If you do not wish to renew your pound services contract, please confirm in writing to the undersigned by November 1, 2024. Otherwise if you would please sign the contract and return it by mail to my attention; I will have a fully executed copy sent to you for your records.

Best regards,



Sandra Scouten
Operations Manager
613.546.1291 ext. 103
sandra@kingstonhumanesociety.ca

cc
Gord Hunter
Executive Director
613-546-1291 ext. 105
gord@kingstonhumanesociety.ca

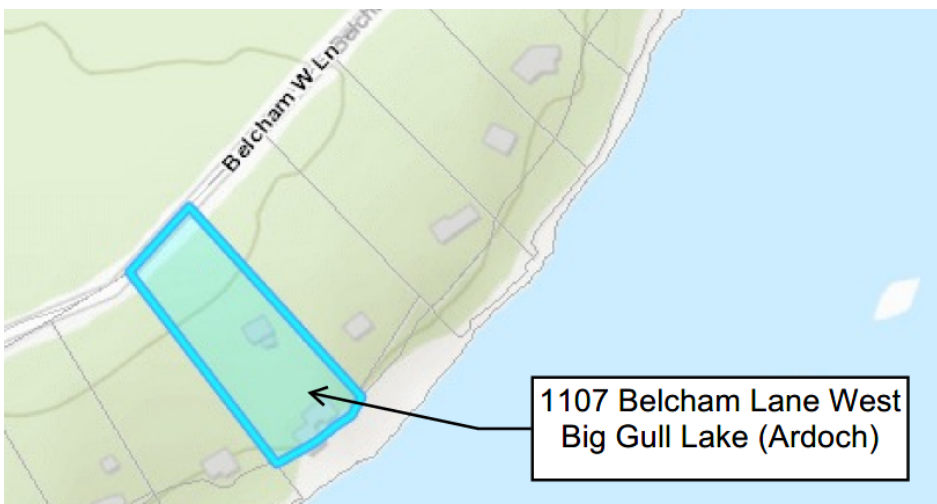
To: Mayor and Members of Council
From: Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M.
 Brooke Drechsler, Deputy Clerk/Assistant to the Planning Manager
Approved by: Corey Klatt, Chief Administrative Officer
Date of Meeting: 25 Oct 2024
Re: Shore Road Allowance Closure and By-law - Radtke

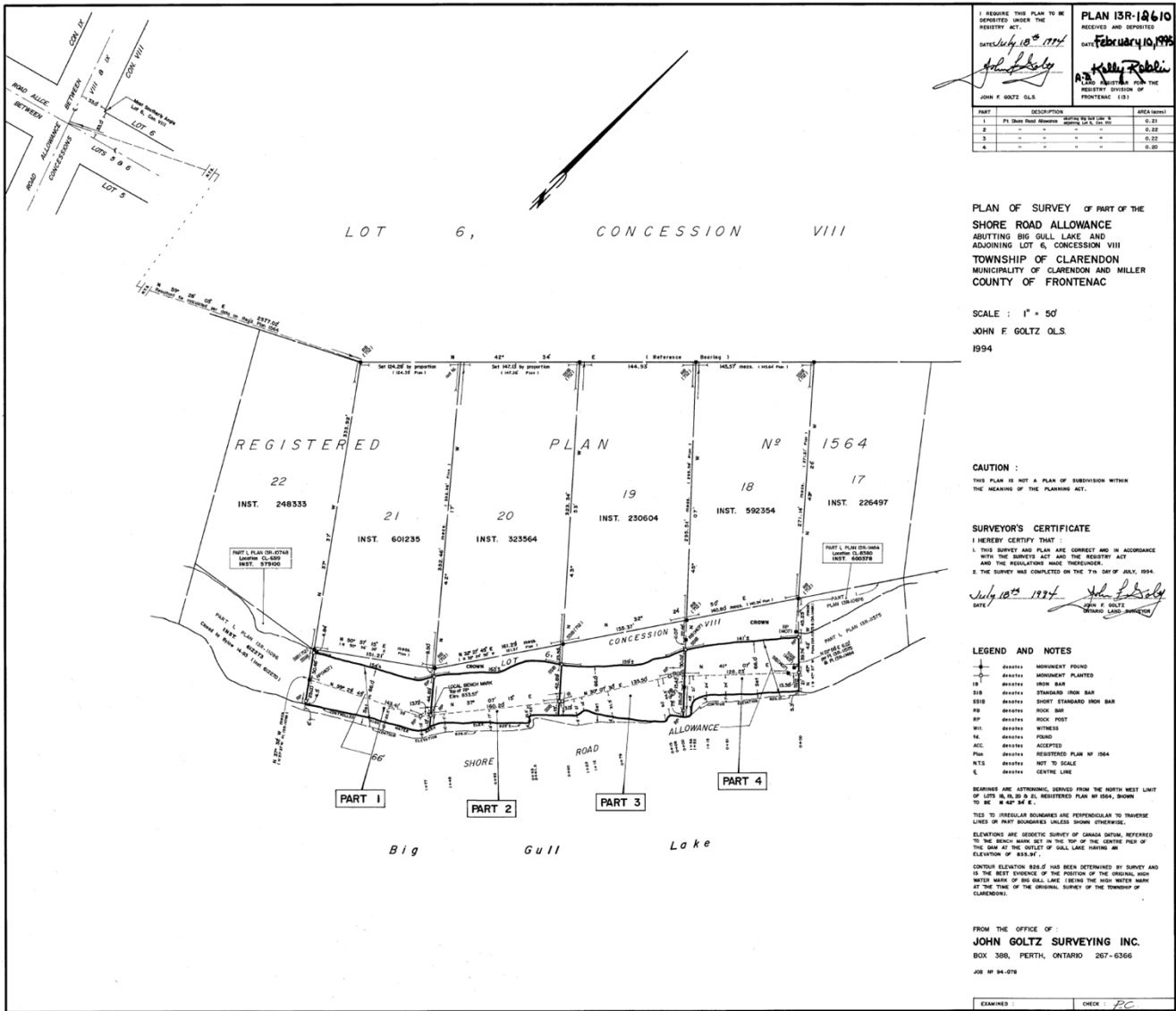
Recommendation:

Be It Resolved That Council receives for information the Clerk/Planning Manager’s Administrative Report entitled “Shore Road Allowance Closure and Sale By-law –Radtke”;
And That, as required by By-law #20-23, All That Part of the Road Allowance adjacent to Part of Lot 6, Concession 8, geographic Township of Clarendon, being Part 1 on Registered Plan 13R-12610 (Big Gull Lake) be declared as surplus and sold to the adjoining owners. Appraisals 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 portions of the Shore Road Allowance.

Background:

An Application was submitted by Mark and Linda to purchase the Shore Road Allowance along the shore of Big Gull Lake Lake, Part of Lot 6, Concession 8, geographic Township of Clarendon, being Part 1 on Registered Plan 13R-12610 (see below map and survey). Council passed Resolution #213-22 on May 20, 2022 approving in principal the above noted Shore Road Allowance. Notice was provided in accordance with Sale and Disposition of Land Policy (By-law #20-23).





Researched By:

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

Comments:

None.

Financial Impact:

The Application was submitted prior to the new Fees and Charges By-law being enacted.

As per Fees and Charges By-law #75-22, the administration fee for a Shore Road Allowance was \$1,000.00 plus \$130.00 HST for a total of \$1,130.00. This fee was collected from the Applicants.

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

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: 25 Oct 2024

Re: Concession and Shore Road Allowance Closure and By-law - Clayton

Recommendation:

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Concession and Shore Road Allowance Closure and By-law - Clayton";

And That, as required by By-law #20-23, Road Allowance between Lots 12 and 13, Concessions 8 and 9, geographic Township of Barrie, being Part 10 on Registered Plan 13R-13510 and Part 11 on Registered Plan 13R-5891; and Part of the Shore Road Allowance described as Part 1 on 13R-13551 save and except Part 9 on Registered Plan 13R-5891 (Mississagagon Lake) be declared as surplus and sold to the adjoining owners; and that an appraisal of the properties is not necessary as these are Road Allowances;

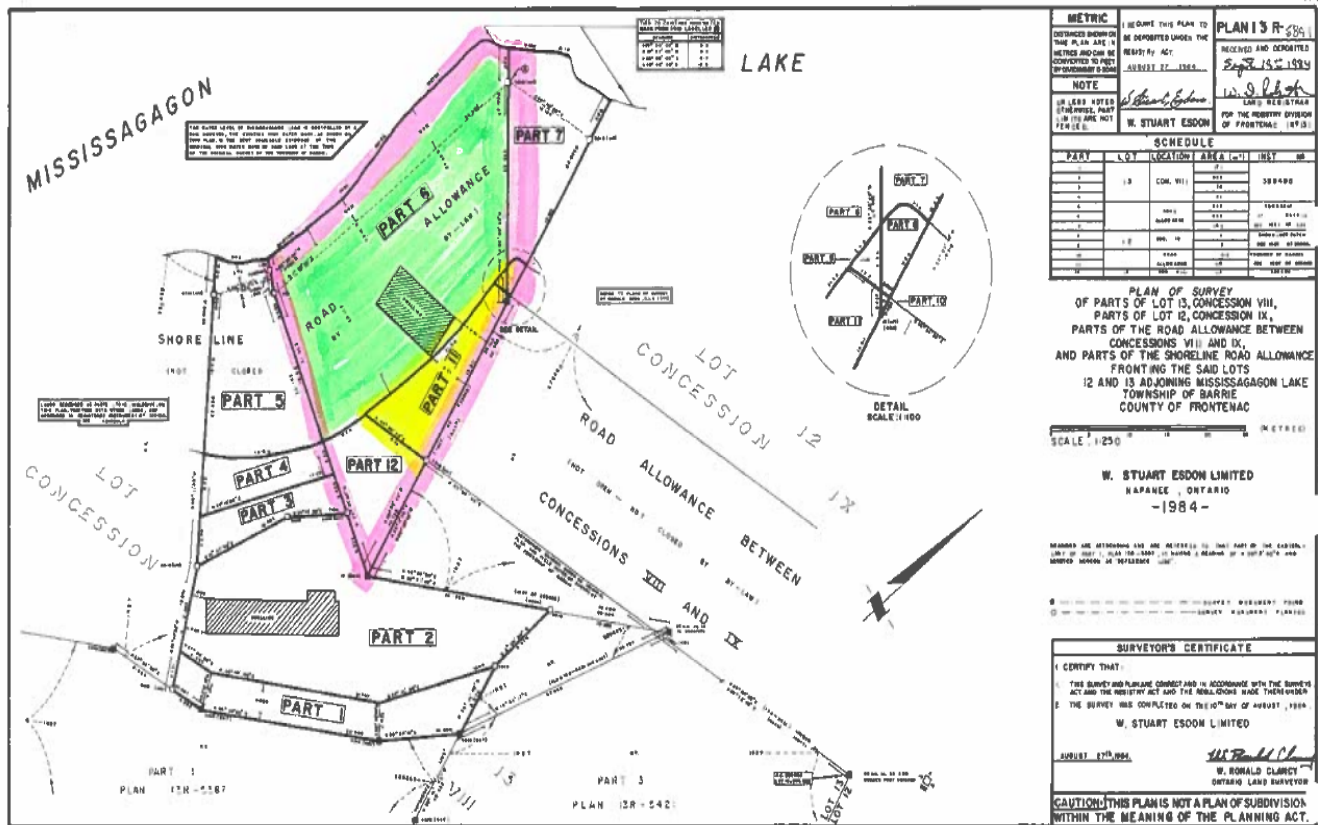
And That Council will consider a By-law later in the meeting to Stop-up, Close and Sell the identified portions of the Concession and a Shore Road Allowance.

Background:

Two Road Closing applications were submitted by Gary and Rosemary Clayton to purchase the Concession Road Allowance between Lots 12 and 13, Concessions 8 and 9, geographic Township of Barrie, being Part 10 on Registered Plan 13R-13510 and Part 11 on Registered Plan 13R-5891; and Part of the Shore Road Allowance described as Part 1 on 13R-13551 save and except Part 9 on Registered Plan 13R-5891 (see below map and survey).

The applicants completed a title search of their property and it was determined there were errors with the title. In order to correct the title, the Road Closing applications were required, which were submitted to the Township on August 14, 2024.





Researched By:

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

Comments:

Per the survey, the existing dwelling is located on the Concession Road Allowance and, according to MPAC data, was constructed in 1963. It is recommended the Road Allowance be closed and sold to the applicants. Council passed Resolution #291-24 on August 22, 2024 approving in principal the above noted Concession Road Allowance and Shore Road Allowance. Notice was provided in accordance with Sale and Disposition of Land Policy (By-law #20-23).

It should be noted the applicants own both sides of the Concession Road Allowance.

Financial Impact:

Per By-law #20-23, the Concession Road and Shore Road Application process required the Administration fee of \$1,200 plus \$156 HST for total of \$1,356 per application be collected at the time of submitting. The Applicants provided the fee when the application was submitted to the Township. As per Resolution #291-24, the applicants will be reimbursed \$600 if the Township's legal fees for the two applications is less than \$1,200.

The Township will receive Land Costs for the sale of the Road Allowances in accordance with Fees and Charges By-law #63-23.

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: 25 Oct 2024
Re: Proposed Amendments to the Fees and Charges By-law #63-23 -
Commissioning Documents, Planning Fees, Sale of Road Allowances
and Licence Agreements

Recommendation:

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

Background:

At the meeting on September 22, 2023, Council adopted By-law #63-23 which sets out the Fees and Charges for the Township.

Fees and charges are established to ensure the person or property owners who are benefitting from a service are responsible for covering the costs of the service and the costs are not borne by the tax payers in general.

The Clerk/Planning Department has reviewed the fees applicable to these departments and are recommending a few amendments.

Researched By:

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

Comments:

The following amendments are proposed for consideration:

Schedule 'A' Administration and Finance: Commissioning of Documents

The Township will commission a document for residents at no charge and charges \$10.00 to non-residents. A comparison chart of the fees charged by other municipalities is below:

Name of Township	Fee
Loyalist Township	\$20.00 per document OR \$40.00 for multiple documents
Township of Stone Mills	\$15.00
Township of Ramara	\$20.00
Township of Trent Hills	\$20.00
Township of Georgian Bay	\$25.00

It is recommended a fee of \$25 be charged to any person (resident or non-resident) requiring a document to be commissioned. It should be noted only certain Township staff are provided authorization to commission a document by virtue of the Municipal Act (Clerk, Deputy Clerk, Treasurer or Deputy Treasurer). This proposed amendment is to increase the fee to better reflect the costs to provide the service.

Schedule 'E' Planning: Consents, Site Plan Control

The application fee for a consent is \$1,200 and the fee to create an Easement is \$750. An applicant often requires an Easement application to create access for a proposed new lot. As the applications are formally circulated and evaluated together, there is minimal additional staff time required. Therefore; it is recommended a new fee be established for an Easement that is submitted concurrently with a proposed new lot(s) of \$250. If the ROW application is being submitted as a stand alone application, the fee should remain at \$750. This proposed amendment is to decrease the fee to better reflect the costs to provide the service.

Currently the fee for a Minor Site Plan Control Agreement is \$1,500 and the fee for a Major Site Plan Control Application is \$2,500. If a site plan agreement requires a modification (amending agreement not required), the fee is \$1,000. However, if the agreement requires an amendment, there is currently no fee in place. Therefore; it is recommended a new fee be established for an Amendment to a Site Plan Agreement of \$1,200.

Schedule 'N' - Disposition of Land: Land Costs for Concession, Lot, Reserve, Forced Road Application

The land cost to purchase a Concession, Lot, Reserve or Forced Road (not leading to water) is a \$500.00 flat fee for first linear 500 feet (or less) + \$5.00 per linear foot thereafter (based on 33 foot width). The land cost to purchase Concession, Lot, Reserve or Forced Road (leading to water) \$0.55 per square foot for 66 feet abutting water + \$500.00 flat fee for first linear 500 feet (or less) + \$5.00 per linear foot thereafter (based on 33 foot width).

This method of calculating land costs is difficult for the applicant to understand and can create unnecessary confusion. In the interest of efficiency, it is recommended that the Land Cost fee for these road closures be changed to the same rate as Shore Road Allowances of \$0.55 per square foot. This change will increase the revenue received for these types of road allowances.

Schedule 'P' - Tariff of Fees for Licence Agreements

The current application fee for a Licence Agreement is \$130, with an annual fee of \$75. The application process involves a preliminary review and correspondence with the applicant, a site visit by the Municipal Road Inspector and when applicable the Public Works Manager. This is followed by research and a staff report to Council. The decision of Council is communicated with the applicant and if approved an agreement must be created. The Inspector is paid the current mileage rate of

\$0.70 per kilometre to attend sites. It is recommended the current application fee be increased to \$300, to remain revenue neutral.

If there is an agreement, Township staff ensure the required insurance is provided annually and track the payments. The agreement provides residents with the use of Township owned land and is the compensation for this benefit. As staff must follow up with applicants to ensure up to date insurance documents are provided and annual payments submitted, it is recommended the annual fee be increased to \$150.

Financial Impact:

The amendments to the Fees & Charges will create some additional revenue, actual amount unknown.



Economic Development Task Force Minutes

1:00 p.m. - Wednesday, October 2, 2024
Council Chambers

Notes of the Economic Development Task Force held on Wednesday, October 2, 2024 at 1:00 p.m. at the Council Chambers.

Present: Councillor Stephanie Regent (Chair); Deputy Mayor John Inglis; Councillor Roy Huetl; Betty Hunter; Danielle Kesco; Paul Thiel and Dan Vaillancourt

Absent with Regret: Cyndy Bonello

Also Present: Brooke Ross, Manager of Community Development (MCD); Ken Hook, Councillor Addington Highlands; Dmitry Kurylovich, Supervisor of Community Planner (County of Frontenac); Sonya Bolton, Manager of Community Planning (County of Frontenac); Tara Mieske, Clerk/Planning Manager; Brooke Drechsler, Deputy Clerk/Assistant to the Planning Manager; Corey Klatt, Chief Administrative Officer and Darwyn Sproule, Public Works Manager

1. Call to Order

The meeting was called to order by the Chair at 1:00 p.m.

2. Traditional Land Acknowledgement

3. Disclosure of Pecuniary Interest and General Nature Thereof

None.

4. Presentations

a) *County of Frontenac - Update to Official Plan and Zoning By-law to Permit Additional Residential Units*

The County of Frontenac Planning staff presented to the EDTF on the update to Official Plan and Zoning By-law to Permit Additional Residential Units.

The EDTF provided the County Staff with their suggestions being:

- Remove the idea of a "primary dwelling"
- Allow 3 dwelling units on Zones H, LSR and RU
- Remove size limitations on buildings
- Increase the maximum lot coverage to 20%

- No change to waterfront lots
- No change to set backs
- Must follow all conservation and septic requirements

The County Planning staff will come to another EDTF meeting in the future with the draft policies for review, prior to the public consultation process and Council's consideration.

[PP - LUP ARUs - County of Frontenac](#)

5. Adjournment

a) *Meeting adjourned at 3:09 p.m.*

NOTE : The next meeting of the EDTF will take place on Monday October 21, 2024 at 6:00pm at the Municipal Council Chambers located at 6648 Road 506, Plevna.

Recommendations to Council

Be It Resolved That Council receives for information the October 2, 2024 Notes of the Economic Development Task Force (EDTF).

Received by Council on October 25, 2024.

Councillor Stephanie Regent, Chair
Township of North Frontenac EDTF



Land Use Planning & Additional Residential Units

Economic Development Task Force

October 2, 2024

1

What is land use planning?

- Land and resource management in both urban and rural areas
- Contribute to the long-term, orderly growth and development of the municipality and the efficient use of land and resources (e.g., public investments in infrastructure and services)
- Meeting the needs of citizens today and in the future
- Ensuring that planning for the future includes important social, economic, and environmental factors

2



2

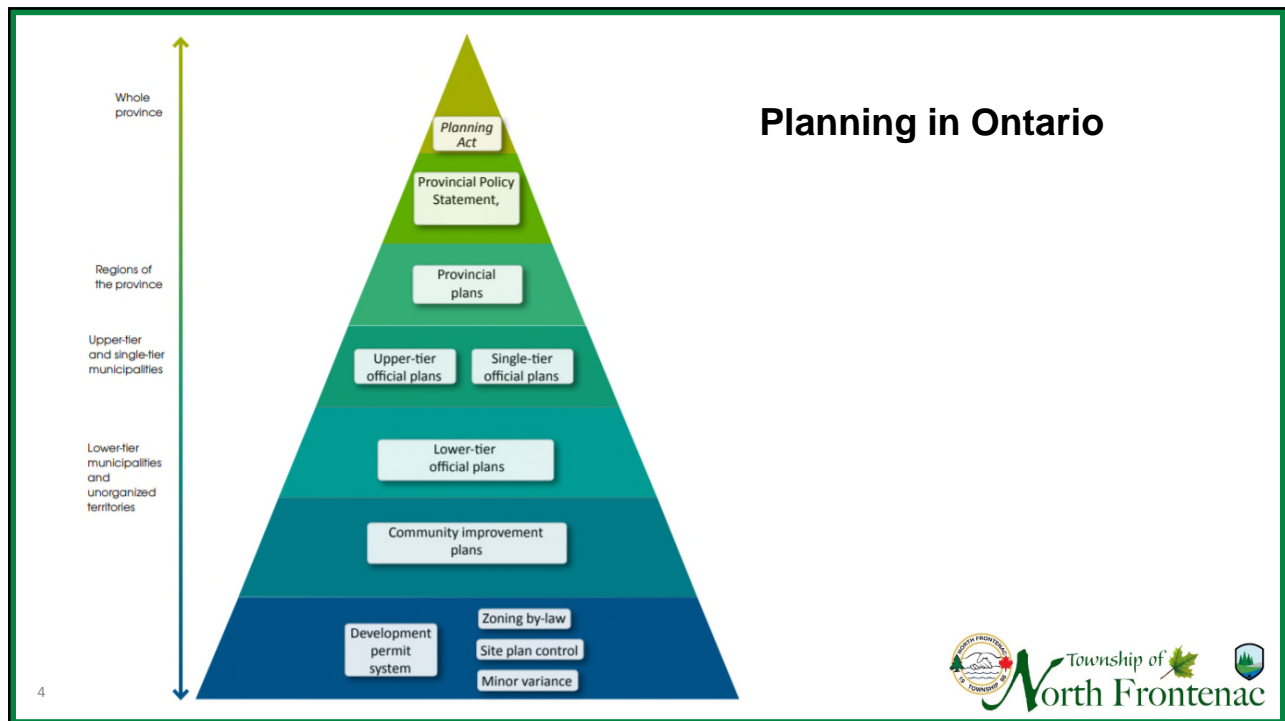
Why does land use planning matter?

- It affects our daily choices – we all make choices about where we live, work, and shop, and how we get from point A to point B.
- It serves as a safeguarding tool by encouraging the right kinds of development in the right areas and away from hazardous or sensitive areas that may need to be preserved or that may pose a risk to public health and safety (e.g., floodplain).
- It seeks to balance the interests of private property owners and developers with the wider interests and objectives of the community.

3



3



4



4

Planning Act

- How land uses may be controlled and who may control them
- Protect provincial interests
- Establishing local planning authorities
- Preparing official plans to guide future development
- Separating lots for sale/development
- Public notification and appeals

5



5

Provincial Policy



6



6

Provincial Planning Statement (PPS), 2024

- Policy direction on matters of provincial interest related to land use planning and development
- Municipal planning decisions “shall be consistent with” the PPS
- 4 key areas of focus:
 - Building homes, sustaining strong and competitive communities
 - Infrastructure and facilities
 - Wise use and management of resources
 - Protecting public health and safety

7



7

Official Plans

- The main tool for ensuring growth is properly managed and directed to appropriate locations within the municipality.
- Guides capital investment over time.
- All municipal capital works and by-laws must comply with the Official Plan.

County Official Plan

- Creates the framework for guiding land use changes in the County over the next 20 years to 2034
- Decisions affecting planning matters must conform to the County Official Plan
- Regional studies shape planning policy
 - Natural Heritage Study, 2012
 - Private Roads (Lanes) Study, 2016
 - Communal Servicing Study, 2019

8



8

County Official Plan

9

Township Official Plan

An Official Plan contains objectives, policies and development standards for:

- various land use designations and future growth areas;
- the location of public services, such as infrastructure, parks and other recreational facilities; and,
- the protection of heritage resources and natural areas.

10

Zoning By-Laws

- A regulatory land use document (as opposed to the Official Plan, which is a policy document);
- Zoning grants particular legal rights in land;
- Adopted by Council as a By-Law; and,
- Implements the policies in the Official Plan and includes:
 - Specific zones for each type of land use for each property in the municipality (shown on maps);
 - Permitted land uses are established for each zone;
 - Detailed site regulations are established for each zone; and,
 - Definitions and General Provisions, including provisions for additional residential units (ARUs).

11



11

What is the current direction from the province, our obligations, and the path of least resistance?

- Provincial legislation prevents municipalities from creating policies or zoning provisions that will prohibit ARUs.
- Legislation permits a total of three dwelling units on one lot of record. These changes to the Official Plan and the Zoning By-law cannot be appealed to the Ontario Land Tribunal.
 - One within the existing dwelling (in-law suite),
 - One attached to the principal dwelling,
 - One detached.
- The path of least resistance is to permit three dwelling units as prescribed by the Planning Act.

12



12

Obligations:

- We must come up with policies that will permit three dwelling units on each lot.
- The PPS, Township Official Plan, and various Provincial regulations require us to ensure that dwellings can be adequately serviced, and that additional services or expansion of existing services do not interfere with existing wells and sewage systems.

13



13

What we can regulate/control

- Ensuring adequate service of dwelling units.
 - Must be connected to existing servicing?
 - Can have their own stand-alone systems?
- Number and type (attached/detached).
- What 'Zones' ARUs are permitted in.
- Where they are located on a property relative to principal dwellings.
- How they are accessed (single vs. multiple driveways on one lot).

14



14

What we cannot regulate/control

- Market forces:
 - Demand for ARUs
 - Price of construction.
 - Cost of property / Cost of rent.
 - Availability of trades and material costs.
- Design of ARUs outside Building Code requirements.
- Property owner's desire to build.
- Impact of ARU on property valuation.

15



15

Our role and responsibility

In general, we need to make sure that:

- All dwelling units are properly serviced with an appropriate amount of good quality water and that the sewage system(s) are adequately sized.
- In areas where development is of higher density and the separation distance between neighboring wells are limited, we need to ensure that neighboring wells are not impacted by increase in dwelling units.

16



16

How are servicing issued dealt with?

- County staff conducted a jurisdictional scan to understand how different municipalities ensure residential development is appropriately serviced.
- Provincial Policy, the Township Official Plan and many financial institutions offering mortgages or financing require that residential uses are properly serviced with well water.
- These standards typically will require the property owner to demonstrate that they have an adequate volume of water coming out of their well to properly service a dwelling either at Building Permit or Lot Creation stage.

17



17

Existing Servicing-Related Shortfalls and Issues

- The Township has no standards to address adequate water supply for a dwelling.
- Without these standards the Township runs the risk of issuing building permits for residential uses that do not have an adequate amount of water.
- This is an issue that has been identified by both planning staff and the Township's Chief Building Official and something that needs to be addressed to ensure that the Township is not issuing building permits for dwellings that cannot be properly serviced.
- This issue becomes more important to rectify if number of dwelling units are proposed to be increased.

18



18

Precedents for Policy and Procedure Implementation

- Many municipalities already have policies and implementation procedures related to water quantity and quality for individual wells that are intended to service a residential use. These municipalities are simply able to update their existing procedures.
- Township of South Frontenac, City of Kingston, County of Huron.

19



19

Precedents for Policy and Procedure Implementation

Typical Requirements:

Letter of Opinion from Independent Qualified Professional

- Typically for ARU that are using existing well and septic system.
- Confirms supply and quality without risk of interfering nearby wells.
- Requires a pump test on existing well and monitoring of nearby wells.

Scoped Hydrogeological Assessment

- Required all new wells either through lot creation or addition of ARU.
- Typically required for all new wells (including lot creation).
- Tests for water quantity and quality in new well.
- Monitoring of nearby wells for interference.

20



20



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
Portfolio: Frontenac Ontario Provincial Police (OPP)	Responsibility: <ul style="list-style-type: none"> • Council Representative on the Frontenac OPP Detachment Board

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 # 2024-62

Being a By-law to Authorize the Mayor and the Clerk to Sign An Agreement for Pound Services for the Period of January 1, 2025 to December 31, 2029 with the Kingston Humane Society

Now Therefore the Council of The Corporation of the Township of North Frontenac enacts that the Mayor and the Clerk are authorized to sign an Agreement for Pound Services with the Kingston Humane Society effective January 1, 2025 to December 31, 2029 on behalf of The Corporation of the Township of North Frontenac and that said Agreement shall be attached heretofore as Schedule 'A';

And That all resolutions, by-laws or parts of by-laws, which are contrary to or inconsistent with this by-law, are hereby repealed.

Read a first and second time **October 25, 2024**.

Read a third time and finally passed this **October 25, 2024**.

Gerry Lichty, Mayor

Tara Mieske, Clerk

POUND SERVICES AGREEMENT

THIS AGREEMENT MADE EFFECTIVE

THIS FIRST DAY OF JANUARY, 2025 BETWEEN:

***THE CORPORATION OF THE TOWNSHIP OF
NORTH FRONTENAC***

(Hereinafter referred to as "The Township")

OF THE FIRST PART

-and-

KINGSTON HUMANE SOCIETY

(Hereinafter referred to as "the Contractor")

OF THE SECOND PART

WHEREAS the Municipal Act, 2001, Part II, Section 8 provides a municipality with the capacity, rights, powers and privileges of a natural person for the purposes of exercising its authority under this or any other Act;

AND WHEREAS the Contractor has agreed to provide Pound Services (hereinafter referred to as "services") for the Township;

AND WHEREAS the Contractor agrees to provide facilities in order to carry out services (hereinafter referred to as the "Pound")

AND WHEREAS the Township and the Contractor (hereinafter referred to as "the parties") deem it desirable to put the terms of this agreement for services in writing;

NOW THEREFORE WITNESSETH in consideration of the services rendered by the Contractor to the Township the parties hereto agree as follows:

DEFINITIONS

For the purpose of this agreement:

"Administration Fee" means the same as the "recovery of animal from an animal shelter" fee as set out in the Township Fees.

"Animal" shall include dogs only.

"Authorized Shelter" and **"shelter"** means a facility used to house and care for stray, abandoned dogs.

"Impoundment" means the day on which the dog is received at the Pound and **"impounded"** shall have the same meaning.

"Pound" means the facilities provided by the Pound Service Provider for accommodation for animals having to be impounded.

“Redemption Period” means the period of time after impoundment of the animal and prior to transfer of care and control of the animal to an authorized animal shelter or rescue group. The redemption period for dogs shall be 5 days, excluding the day on which the dog was impounded and excluding any day that the Pound is not open to the general public. Where there is evidence as to the identity of the owner of an animal, the redemption period shall not include the period of time an animal has been quarantined or impounded as a directed by any official with the authority to impose an order to impound pursuant to legal authority other than this By-Law. Where the owner of an animal is unknown, the redemption period may include the period of time an animal has been quarantined or impounded as directed by the official with the authority to impose an order to impound pursuant to legal authority other than this By-Law.

“Recover” means the taking possession of an animal from the Pound by its owner or an agent of the owner’s behalf.

“Rescue Group” means an organization that arranges for the temporary housing and care for stray, abandoned or neglected animals, pending attempts to rehome the dog.

1.0 TERMS OF CONTRACT AND RELATIONSHIP

- 1.01 The Contractor is granted authority to impound and hold for redemption by an owner, any dog delivered from within the Township boundaries, for up to the end of the redemption time period as prescribed herein.
- 1.02 The engagement of the Contractor pursuant to this Agreement shall commence on January 1, 2025 and shall expire at midnight on December 31, 2029.
- 1.03 The Contractor shall sell animal licenses for all unlicensed dogs recovered by their owners.
- 1.04 The Contractor shall remit all monies collected from animal registrations to the Township on a monthly basis or at another interval mutually agreed upon.
- 1.05 The Contractor shall maintain accurate records in a form mutually agreed upon by both parties of all activities, business transactions, monies received and monies paid out in the performance of this contract. Such records shall include but are not limited to:
 - 1.05.1 An “Animal Log” is to be used for recording all dogs impounded, all dogs subsequently recovered by their owners and the disposition of all dogs not recovered at the end of the redemption period;
 - 1.05.2 A “Dog License Log” is to be used for recording all dog tags sold;
 - 1.05.3 A monthly operations report which includes year-to-date totals detailing all fees collected on behalf of the Municipality, the number of animals impounded, recovered euthanized, transferred to a shelter or rescue group and the number of animals tag sales.
 - 1.05.4 An annual operations report outlining the number of dogs impounded, recovered, euthanized and transferred to a shelter or rescue group, as well as the number of animal tag sales.
- 1.06 The owner of an impounded dog or the agent of the owner may, within the redemption period, recover the dog during the hours when the Pound facility is open to the public.
- 1.07 No animal shall be released to its owner or the agent of the owner during the redemption period until such time that all Municipal fees, including the Animal at Large fine and the animal license registration fee, as required, are paid by the owner or a person acting on the owner’s behalf.

- 1.08 All animals that have not been recovered at the end of the redemption period shall be transferred to the care and control of an authorized shelter or rescue group, or be euthanized. The decision to transfer or to euthanize an animal at the end of the redemption period is the responsibility of the Contractor.
- 1.09 The Contractor may require an owner recovering a dog to pay to the Contractor any reasonable fees for impounding and boarding as well as all costs for any emergency veterinary care provided to the animal prior to it being recovered.
- 1.10 Minimum Facility Requirements include the following:
 - 1.10.1 Dog kennels, in sufficient numbers and adequate size;
 - 1.10.2 Secure building with proper ventilation and life safety systems;
 - 1.10.3 Office and utility areas;
 - 1.10.4 Outdoor run
- 1.11 Contracted duties related to the pound services operation shall include, but not be limited to, the following:
 - 1.11.1 Provide daily cleaning of all Pound facility areas and kennels, food and water bowls, and equipment, as necessary, and provide for the collection and proper disposal of animal refuse and waste;
 - 1.11.2 Provide Pound services including feeding, boarding and exercise for dogs found stray or trespassing from within the Municipalities boundaries and delivered to the Pound;
 - 1.11.3 Provide a provision for the quarantining of dogs when required by way of court order or local Public Health Unit;
 - 1.11.4 Provide humane treatment of all dogs while in the Pound; provide basic first aid services, including licensed veterinary care, as necessary, for all sick and injured dogs during the redemption period;
 - 1.11.5 Ensure that all veterinarian services are provided by qualified personnel licensed by the College of Veterinarians of Ontario;
 - 1.11.6 Provide humane euthanizing of dogs, as required, in conjunction with a licensed Veterinarian, in a manner that conforms to the College of Veterinarians of Ontario and the Animals for Research Act, including Section 20 (7), as amended. Use of T-61 for euthanizing is prohibited;
 - 1.11.7 Dispose of any animal carcasses, as required, in accordance with the minimum requirements outlined in the Animals for Research Act.
- 1.12 Maintain adequate security for impounded dogs, including the operation and maintenance of a monitored security system to monitor for intrusion, and to monitor all life safety systems including power disruption, temperature, fire, smoke, and carbon monoxide.
- 1.13 Maintain adequate staffing levels to ensure all services are provided in an efficient and professional manner.
- 1.14 Assume ownership of dogs held at the Pound beyond the prescribed redemption period; after the redemption period, the Contractor may sell or adopt out unclaimed dogs and any fees received from such a sale or adoption may be kept by the Contractor.
- 1.15 Maintain open and continuous dialogue with the Municipality and the Animal Control Officers to ensure services are being delivered as required.

2.0 TERMINATION OF AGREEMENT

- 2.01 This Agreement with the Contractor may be terminated by the Township or the Contractor in one of the following ways:
 - 2.01.1 Immediately upon breach of this agreement by the either party;
 - 2.01.2 Upon the dissolution of or ceasing operation of the Contractor
 - 2.01.3 Upon either party giving no less than 180 days written notice, specifying cause.

3.0 PAYMENT FOR SERVICES RENDERED

- 3.01 The Township shall pay the Contractor \$8.00 for each animal tag sold, upon receipt of a monthly invoice and record of license registrations.
- 3.02 The Township shall pay the Contractor an all-inclusive, fixed monthly fee of \$500 for the provision of Pound Services, as specified within this Agreement. Increases shall be applied to the fixed monthly fee for each year of this contract from Year 2 through Year 5, adjusted annually in January, by the Consumer Price Core Index based on the prior year.

4.0 SERVICES

- 4.01 The Contractor shall provide the services outlined in 4.02 as a duly qualified operator of a Pound as outlined in the Pounds Act (R.S.O. 1990), Animals for Research Act (R.S.O. 1990), and all other applicable law. The Contractor shall provide said services in a professional and fully competent manner in accordance with the provisions of this Agreement.
- 4.02 The services the Contractor shall provide include:
 - 4.02.1 Accept all dogs brought to the facility where the animal concerned has been found within the municipal boundaries of the Township;
 - 4.02.2 Accommodate, feed and provide health care services to any animal brought to the facility for the redemption period, quarantine period, or the period resulting from a court order;
 - 4.02.3 Provide pound facilities that are accessible to the Township Animal Control Officers twenty-four (24) hours a day, seven (7) days a week;
 - 4.02.4 Keep the Pound facility open to the general public a minimum of 40 hours, six days a week, and have such hours of operation and contact details as applicable (phone, web, email) posted in a highly visible place at the Pound facility;
 - 4.02.5 Notify, or attempt to notify the registered owner of any impounded dog bearing a municipal tag or any other means of identification, by telephone;
 - 4.02.6 Ensure spaces are available at the facility at all times for animals being impounded from within the Township;
 - 4.02.7 Collect, on behalf of the Township, recovering Animal at Large Fines as set out in the Township Fees, for all dogs that are impounded from within the boundaries of the Municipality and subsequently recovered, and remit these fees to the Township monthly.
 - 4.02.8 Allow the Township access to inspect the facility at any time during the facilities' business hours, and to review all documentation related to dogs impounded on behalf of the Township.

5.0 CONFIDENTIALITY OF INFORMATION

- 5.01 Subject to applicable law, the Parties shall not disclose to anyone outside the employ of the Parties, without prior written permission of the other party, any aspect of either of the Parties' business, except as required in the course of exercising his/her duties and responsibilities. This Agreement will continue to restrict the Parties' disclosure of such information after the

termination of this Agreement, until such information has been made public through no fault of either of the Parties.

- 5.02 After the termination of this Agreement, the Contractor shall promptly return to the Township, without request from the Township, any of the Township's information, materials and other property which may subsequently be in the Contractor's possession.

6.0 INSURANCE

- 6.01 Maintain throughout the term of the contract, a comprehensive general liability and property damage insurance policy which includes coverage for injury to, loss or death of any animal in the custody of the contractor, for a minimum of FIVE MILLION DOLLARS (\$5,000,000.00) in a form acceptable to the Township, and naming the Township as an additional insured on the policy. The Township shall be provided 30 days written notice of any changes to or cancellation of the insurance policy.

7.0 SEVERABILITY

- 7.01 If any provision or portion of any provision in this Agreement shall be held by a court of competent jurisdiction to be unenforceable, invalid, or illegal, such provision or such portion of the provision shall be severable and shall be deemed to be voided and the remaining provisions or portions shall be valid and binding.

8.0 GOVERNING LAW

- 8.01 This Agreement shall be construed in accordance with, and governed by, the laws in force in the Province of Ontario and as interpreted by the Courts of that Province. The Parties agree to comply with all applicable law.

9.0 BINDING EFFECT

- 9.01 This agreement shall be binding upon the Parties, their heirs, executors, administrators, successors and assigns provided that this Agreement shall be personal to the Contractor and may not be assigned by him/her.

10.0 INDEMNIFICATION

- 10.01 The Contractor hereby indemnifies and saves harmless the Township from any suit, action, cause of action, claim or damages whatsoever of any nature and kind arising from the breach by the Contractor of any terms of this Agreement or the negligence of the Contractor in conducting their, their agents or their employees' services.
- 10.02 The Township agrees to save harmless and indemnify the Contractor, its directors, officers and employees from and against all claims, demands, causes of action, loss, expenses, costs or damages that the Contractor may suffer, incur or be liable for resulting from the obligations and performance of the Township, its officials, employees, successor and assign, as set out in the Agreement.
- 10.03 The Contractor shall provide the services independently and shall not be deemed to be an employee of the Township for any purpose.
- 10.04 Unless otherwise provided in this Agreement, the Contractor shall not subcontract or permit the subcontracting of any portion of the services to any other individuals, firms or corporations at any time without the prior written consent of the Township, save the provision of veterinary services. The Contractor shall not sell, transfer, assign, sub-license or otherwise dispose of the rights granted under this Agreement to any other person without the consent of the Township.

11.0 JOINT RESPONSIBILITY

11.01 The Township and the Contractor agree to meet at the request of either party, to discuss and resolve any issues arising from the fulfillment of this Agreement.

12.0 NOTICE

12.01 Any notice required or desired to be given hereunder shall be delivered in person or sent by pre-paid registered mail as follows:

(a) To the Corporation of the Township of North Frontenac at:

Chief Administrative Officer
6648 Road 506
Plevna, Ontario
K0H 2M0

(b) To the Kingston Humane Society at:

Executive Director
1 Binnington Court
Kingston, Ontario
K7M 8M9

13.0 TIME OF THE ESSENCE

13.01 Time shall be of the essence in the performance of obligations pursuant to this Agreement.

14.0 AMENDMENTS

14.01 No provision of this agreement shall be amended, altered, or waived except by a further written agreement between Parties. No waiver of a provision of the Agreement shall operate as a waiver of any other provision or of the same provision on a future occasion.

IN WITNESS WHERE the Parties have duly executed this Agreement under seal.

SIGNED, SEALED AND DELIVERED

In the presence of

KINGSTON HUMANE SOCIETY

Witness

President

Witness

Secretary

**The Corporation of the Township of
North Frontenac**

Date

Gerry Lichty, Mayor

Corey Klatt, CAO

**The Corporation of The
Township of North Frontenac**

By-law #2024-63

Whereas it is deemed expedient in the interest of The Corporation of the Township of North Frontenac, hereinafter called 'The Corporation', that parts of the 66' original Concession Road allowance and 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 up for at least ten days, 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 road allowances described in Schedule "A" be and the same are hereby permanently closed.
2. Those parts of the said 66' original parts of the Road allowance shall be sold to the adjoining owner(s) as follows:
 - a) Part of the Concession Road Allowance described as Part 10 on Registered Plan 13R-13510 for the purchase price of \$2395.80 plus \$311.45 HST for a total of \$2707.25.
 - b) Part of the Concession Road Allowance described as Part 11 on Registered Plan 13R-5891 as a lot addition to the lands described as PIN 36180-0024 for the purchase price of \$500 plus \$65 HST for a total of \$565.
 - c) Part of the Shore Road Allowance described as Part 1 on 13R-13551 save and except Part 9 on Registered Plan 13R-5891 as a lot addition to the lands described PIN 36180-0024 for the purchase price of \$461.71 plus \$60.02 HST for a total of \$521.73.
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' shore road allowance and the concession road allowance described in Schedule "A".
4. The Clerk or Deputy Clerk shall cause a certified copy of this By-law to be registered on the title to that part of the 66' shore road allowance and the concession road allowance hereby permanently closed.
5. That Schedule "A" forms part of this By-law.
6. That Tony Fleming, legal counsel for The Corporation, is hereby authorized to amend Schedule "A" descriptions as may be required to carry out the intended transaction and finalize the registration of this By-law.
7. 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.
8. All resolutions, by-laws or parts of by-laws which are contrary to or inconsistent with this by-law are hereby repealed.

Read a first and second time this 25th day of October 2024.

Read a third time and finally passed this 25th day of October 2024.

Gerry Lichty, Mayor

Tara Mieske, Clerk

SCHEDULE 'A'

All Those Parts of the Road Allowance between Lots 12 and 13, Concessions 8 and 9, geographic Township of Barrie, Township of North Frontenac, County of Frontenac being Part 10 on Registered Plan 13R-13510; Part 11 on Registered Plan 13R-5891; and Part of the Shore Road Allowance described as Part 1 on 13R-13551 save and except Part 9 on Registered Plan 13R-5891 (Mississagagon Lake)

The Corporation of the Township of North Frontenac

By-law # 2024-64

To Close, Stop up and Sell a Part of the 66' Original Road Allowance

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 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 of the Township of North Frontenac hereby enacts as follows:

1. Those parts of the 66' original road allowance described in Schedule "A" be and the same are hereby permanently closed.
2. Those parts of the said 66' original road allowance shall be sold to the adjoining owner(s) as follows:
 - a) **Part 1 on Registered Plan 13R-12610** as a lot addition to the lands described as PIN 36185-0076(LT) for the purchase price of \$1372.14 plus \$178.38 HST for a total of \$1550.52 (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 Road Allowance described in Schedule "A".
4. The Clerk shall cause a certified copy of this By-law to be registered on the title to that Part of the 66' original Road Allowance hereby permanently closed.
5. That Schedule "A" forms part of this By-law.
6. That Tony Fleming, legal counsel for The Corporation, is hereby authorized to amend Schedule "A" descriptions as may be required to carry out the intended transaction and finalize the registration of this By-law.
7. 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.
8. All resolutions, by-laws or parts of by-laws which are contrary to or inconsistent with this by-law are hereby repealed.

Read a first and second time this 25th day of October 2024.

Read a third time and finally passed this 25th day of October 2024.

Gerry Lichty, Mayor

Tara Mieske, Clerk

Schedule A

All That Part of the Road Allowance adjacent to Part of Lot 6, Concession 8, geographic Township of Clarendon, Township of North Frontenac, County of Frontenac being Part 1 on Registered Plan 13R-12610 (Big Gull Lake)

The Corporation of the Township of North Frontenac
By-law # 2024-65

Being a By-law to Authorize the Mayor and the Clerk to Sign an Agreement with the County of Frontenac for use of Township Property for the K&P Trail

Now Therefore the Council of The Corporation of the Township of North Frontenac enacts that the Mayor and the Clerk are authorized to sign an Agreement with the County of Frontenac for use of Township Property for the K&P Trail on behalf of The Corporation of the Township of North Frontenac and that said Agreement shall be attached heretofore as Schedule 'A';

And That all resolutions, by-laws or parts of by-laws, which are contrary to or inconsistent with this by-law, are hereby repealed.

Read a first and second time **October 25, 2024**.

Read a third time and finally passed this **October 25, 2024**.

Gerry Lichty, Mayor

Tara Mieske, Clerk

K&P Trail Use of Lands and Roads

This Agreement is made this ____ day of October 2024

Between:

The Corporation of the Township of North Frontenac
hereinafter called the "Township"

Of The First Part

- and -

The Corporation of The County Of Frontenac
hereinafter called "County"

Of The Second Part

Whereas the County is undertaking efforts to establish the K&P Trail, which aims to form a complete trail connection from North to South across Frontenac County;

And Whereas the County has begun rehabilitation of the portions of K&P Trail located in the Township of North Frontenac;

And Whereas the Township owns lands including Road 509, road allowances, and certain parcels of land;

And Whereas on June 9, 2023 the Council of the Corporation of the Township of North Frontenac passed resolution #260-23 in support of the development of the K&P Trail;

And Whereas resolution #260-23 also authorized the transfer of 3 parcels of land and provided instructions to establish an agreement for use of relevant road allowances;

And Whereas this Agreement supersedes any previous agreements, verbal or written, and states the terms and conditions that have been agreed to by the Township and County;

Now This Agreement Witnesseth that in consideration of the mutual covenants contained herein, the parties hereto agree as follows:

Agreement

1. The Township grants the County the right to use Road 509, road allowances, and certain parcels of land as set out in Schedule A and Schedule B of this agreement for the establishment and maintenance of the K&P Trail.

Responsibilities of the County:

2. The County shall be responsible for the development, maintenance, and operation of the K&P Trail on the lands specified in this Agreement.

3. The County shall ensure the trail is safe for public use and shall install appropriate signage to indicate the trail's status and usage guidelines.
4. The County shall maintain liability insurance in an amount not less than five million dollars, naming the Township as an additional insured, and shall provide proof of such insurance upon execution of this Agreement and annually upon renewal.
5. The County shall layout, construct and manage, including adequate signage and safety devices, the K&P Trail and will determine necessary actions jointly with the Township's Representative on Township Properties.
6. The County shall indemnify and save harmless the Township from any claims and actions that might arise from the use of the K&P Trail in accordance with this Agreement.
7. The County shall maintain, for the duration of this Contract, Liability Insurance of not less than \$5,000,000 for coverage of its staff while on Municipal property or on private property while completing site visits. The Township shall be named as an additional insured on the County's insurance policy, and a copy shall be provided to the Chief Administrative Officer.
8. The County must carry WSIB coverage and maintain a valid WSIB Clearance Certificate throughout the period of the Agreement, and a copy shall be provided to the Chief Administrative Officer.

Responsibilities of the Township:

9. The Township shall allow access to the lands specified in Schedule A for the purposes of trail development and maintenance.
10. The Township shall not unreasonably withhold any necessary permits or approvals required for the establishment and maintenance of the K&P Trail.

Term of Contract

11. The term of the Agreement shall commence October 1, 2024, and shall continue until such time that the County ceases to operate the K&P Trail as a recreational facility available for public use.

Termination

6. Either party may at any time, on not less than one (1) year's written notice to the other party, terminate this Agreement without cause. Notice shall be provided in accordance with Section 20.
7. Notwithstanding Section 9, the Township may terminate this Agreement at any time:

- a. In the case of the County failing to perform or observe any provision of the Agreement and not correcting such failure to the Township Council's satisfaction, acting reasonably, within thirty (30) days of written notice from the Township's Chief Administrative Officer describing such failure and the action required to remedy it; or
 - b. The County being found guilty of any unlawful activity or impropriety involving Township property.
8. The Township Council's right to terminate this Agreement shall not be affected by its failure to take action with respect to any previous default by the County.
9. Upon the termination of this Agreement, the County shall cease to operate the K&P Trail on the identified lands, removing any signs, amenities or other trail related chattels from the corresponding properties.

Changes and Adjustments

10. The Township and County will work towards mutually agreeable solutions if changes to the trail or lands associated with the agreement are required.

Dispute Resolution

11. A dispute between the two parties with respect to this Agreement, which they are unable to resolve through negotiations, at the request of a party, shall be submitted to arbitration pursuant to the *Arbitration Act, 1991* and the decision of the arbitrator or, if more than one, the decision of the majority shall be final and binding on the parties. The arbitrator(s) will not have any power to alter or change any provisions of this Agreement or to substitute any new provisions for any existing provisions or to give any decision inconsistent with the terms and provisions of the Agreement. Each party shall pay its own costs of the arbitration and shall share equally the costs of the arbitrator(s).

Law Governing This Contract

12. This Agreement shall be construed and governed in accordance with the laws of the Province of Ontario.

Extent of Agreement

13. No representations or warranties between the parties, expressed or implied, written or oral, shall be binding on the parties unless expressly contained in this Agreement and this Agreement constitutes the entire Agreement between the Township and the County and supersedes all prior negotiations, representations, or agreements, whether written or oral.
14. This Agreement may not be amended except by mutual agreement of the parties and signed by both the Clerk and Mayor of the Township and the Clerk and Warden of the County.

15. Neither of the parties shall assign or transfer, in any way, their rights in this agreement to any third party without first obtaining the written consent of the other party.

Notice

16. Any notice to be given under this Agreement may be given in writing, personally, by prepaid first class mail (in which case, receipt shall be deemed to have occurred seven clear days after the mailing thereof) or email.

Notice to the parties may be delivered to the following addresses:

Township	County
CAO Township of North Frontenac 6648 Road 506, Plevna ON K0H 2M0 Email: cao@northfrontenac.ca	CAO County of Frontenac 2069 Battersea Road Glenburnie ON K0H 1S0 kfarrell@frontenacounty.ca

or to such other addresses as the party entitled to or receiving such notice or document may, by notice given in accordance with this clause, communicate or deliver to the other party.

Time Is Of the Essence

17. Time shall be of the essence for this Agreement

Further Assurances

18. The parties agree that each of them shall execute such further and other assurances as may be reasonably necessary to give full effect to all terms and conditions of the Agreement.

Successors and Assigns

19. This agreement shall be binding upon and ensure to the benefit of the respective successors and assigns of the parties.

In Witness Whereof the Parties hereto agree to the terms of this contract and seal this _____ day of October 2024.

The Corporation of the Township of North Frontenac

Gerry Lichty
Mayor

Tara Mieske
Clerk

The Corporation of the County of Frontenac

Frances Smith
Warden

Jannette Amini
Clerk

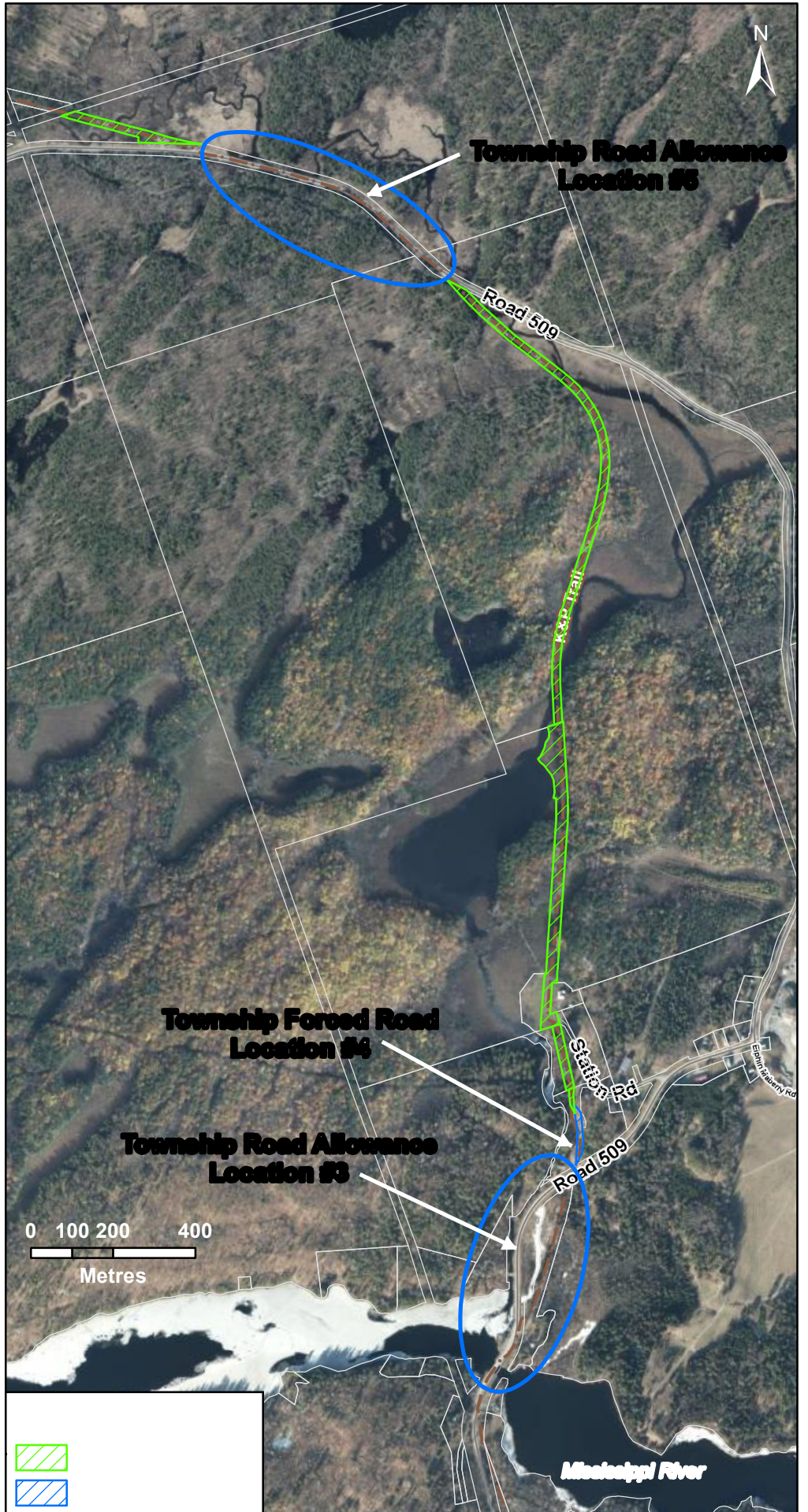
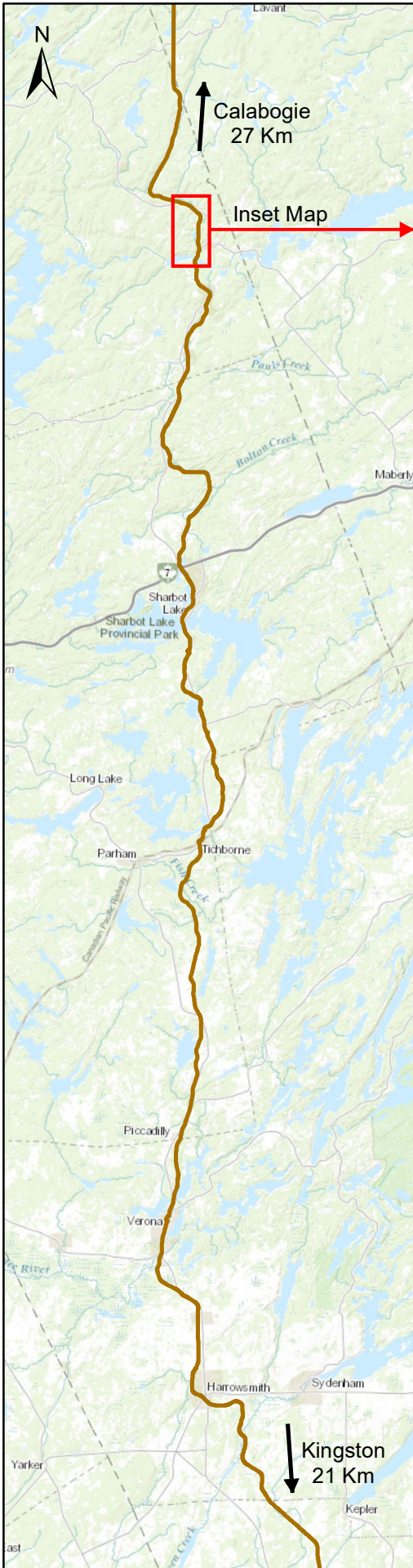
Schedule A

Township Properties for K&P Trail Use

1. PIN 36209-0012
2. PIN 36209-0030
3. PIN 36209-0231
4. Part of the Road Allowance between Road 509 along Black Creek (approximately 325 metres)
5. Between Shiner Road and PIN 362090231 (approx. 1250 m)
6. Between PIN 262090231 across the Mississippi and up to PIN 362110105 (approx. 780m)
7. Use of the forced road north/west of 509 as you enter Snow Road from the South
8. Use of Road 509 for 750 m to connect Snow Road portion of trail to northward sections towards Lanark County

K&P Trail: North Frontenac Properties





The Corporation of the Township of North Frontenac

By-law #2024-66

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 October 25, 2024

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 October 25, 2024, 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 October 25, 2024, 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 October 25, 2024, 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 **25th of October, 2024**.

Read a third time and finally passed this **25th of October, 2024**.

Gerry Lichty, Mayor

Tara Mieske, Clerk