

Regular Council Agenda

9:00 AM - Friday, October 4, 2024

Council Chambers

[Zoom Meeting Registration](#)

1. Call to Order

- a) Public Notice regarding Recording of Meetings 7
[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 4, 2024

Be It Resolved That Council approves the Agenda dated October 4, 2024, as circulated.

4. Disclosure of Pecuniary Interest and General Nature Thereof

5. Business Profile

- a) Myers Cave Resort 8

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

[Myers Cave Resort](#)

6. Presentations

- a) Economic Development Task Force: Unveiling of Murals

Leane and Brian Bailey
 Roxane Bay
 Anne Garrett
 Penny Hawley
 Michelle Ross

- b) Emergency Management Ontario 9 - 25

Be It Resolved That Council receives for information the presentation

from MacKenzie Henry, Field Officer (Loyalist Sector), Emergency Management Ontario, entitled "Senior & Elected Officials Workshop"; and thanks Ms. Henry for her time spent today.

[EMO Presentation](#)

7. Delegations

None.

8. Adoption of Minutes

- a) Minutes of the Meeting(s) to be adopted by Council 26 - 36

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.

[Joint Council Meeting - September 9, 2024](#)

[Regular Council Meeting - September 12, 2024](#)

9. Business Arising Out of Minutes

- a) Resolution #309-24 - Update regarding Ardoch Post Office 37

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.

[Resolution #309-24](#)

- b) Resolution #260-21: Appointment of the Emergency Information Officer (EIO) 38

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.

[Resolution #260-21](#)

10. Communications

- a) Communications of Interest 39

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](#)

- B1. Seagal Construction - Developing Attainable or Seniors Housing Through a Municipal Housing Corporation 40 - 43

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.

[B1](#)

11. Council, CAO, and Managers' Administrative Reports

- a) Clerk/Planning Manager: Boundary Road Allowance Closure and By-law - Withers and Bell 44 - 46

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 Canoto 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.

[Boundary Road Allowance Closure and By-law - Withers and Bell - Pdf](#)

- b) Clerk/Planning Manager: Shore Road Allowance Application for Approval in Principle – Noye 47 - 48

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).

[Shore Road Allowance Application for Approval in Principle – Noye - Pdf](#)

- c) Clerk/Planning Manager: Concession Road Allowance Closure - Approval in Principle - Pisani/Willis 49 - 50

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.

[Concession Road Allowance Closure - Approval in Principle - Pisani/Willis - Pdf](#)

- d) Clerk/Planning Manager: Proposed By-law to Regulate Fences within the Township of North Frontenac 51 - 52

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.

[Proposed By-law to Regulate Fences within the Township of North Frontenac - Pdf](#)

- e) Clerk/Planning Manager: Request for Reimbursement of Shore Road Allowance Fees 53 - 59

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.

[Request for Reimbursement of Shore Road Allowance Fees - Pdf](#)

- f) Director of Emergency Services: Community Emergency Preparedness Grant (CEPG) 2024-2025 60 - 61

Be It Resolved That Council receives for information the Director of Emergency Services/Fire Chief's (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.

[Community Emergency Preparedness Grant \(CEPG\) 2024-2025 - Pdf](#)

- g) Public Works Manager: Energy Conservation and Demand Management Plan 2024 - 2028 62 - 97

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.

[Energy Conservation and Demand Management Plan 2024 - 2028 - Pdf](#)

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

- a) Committee of Adjustment/Planning Advisory Committee 98 - 102

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

[C of A Minutes - August 26, 2024](#)

- b) Economic Development Task Force 103 - 105

Be It Resolved That Council receives for information the Notes of the Economic Development Task Force dated September 23, 2024;

And That, due to a member Resignation, Council approves the MCD advertising for a new member of the EDTF, for future consideration by Council.

[Economic Development Task Force - September 23, 2024](#)

- c) Environmental Task Force 106 - 111

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.

[Environmental Task Force - September 24, 2024](#)

[Draft Terms of Reference](#)

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. 112 - 113

The Councillor may provide a verbal report for information purposes.

[Council Portfolios 2022-2026](#)

16. Introduction and Reading of By-laws

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

114 - 120

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.

[#2024-58 To Regulate Height and Type of Fences](#)

[#2024-59 Road Closure By-law - Withers Bell](#)

[#2024-60 To Amend By-law #84-22 - Emergency Plan - EIO Position](#)

17. Public Forum

18. Closed Session

a) Closed Meeting of Council

Be It Resolved That Council retires to Closed Session at ____ .m. to:

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

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

20. Confirmatory By-law

a) Confirming By-law #2024-61

121

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.

[2024-61 Confirming By-law October 4, 2024](#)

21. Adjournment

a) Adjournment of the Council Meeting

Be It Resolved That Council adjourns the Meeting at ____ .m. until October 25, 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.

Myers Cave Resort

2471 Hwy506

Cloyne, ON

K0H 1K0

(613) 336-9900

(778) 384-3382

www.myerscaveresort.com

www.facebook.com/MyersCaveResort/

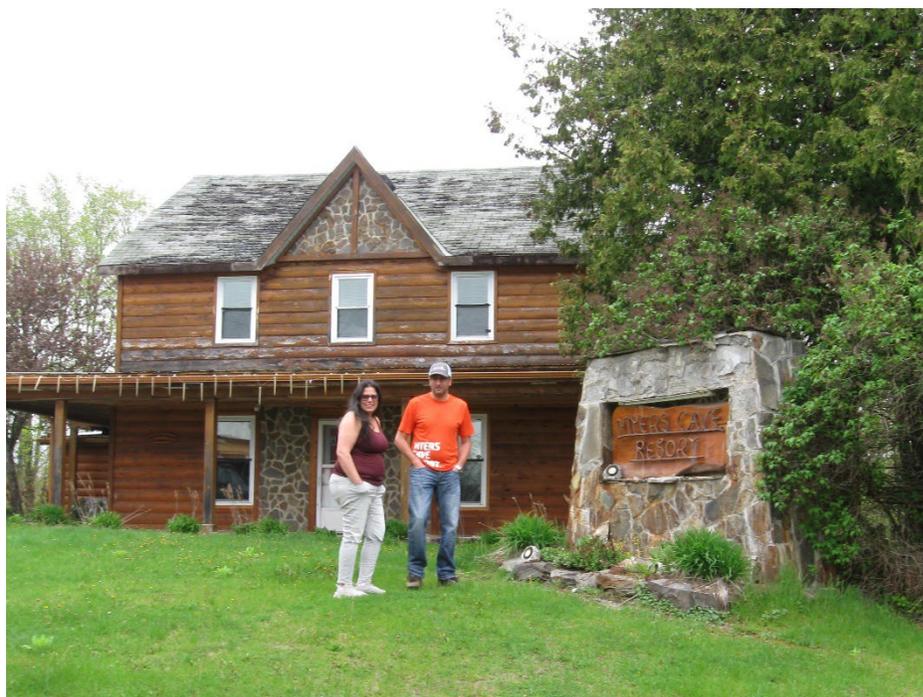
Owners: Mike & Nawar Hage

Established in 1892 as a tourist destination on the waters of Marble Lake, Mike and Nawar purchased the property in 2020 thus starting on a new venture.

Mike, a civil engineer and Nawar an event planner, both had varying experience in start-ups, the hospitality sector and other businesses, they immediately recognized the massive potential of this new venture.

Providing accommodations in a relaxed and picturesque part of the township their cliental are mostly tourists from out of the area. Guests come from Toronto, Ottawa, Montreal, the United States and Europe.

The business employs 4 full time and 10-12 seasonal Employees. Mike and Nawar see a good future for their business here and feel there is room for expansion within the Township.



Treasury Board Secretariat

Senior & Elected Officials Workshop

Municipality of North Frontenac
August 22, 2024



Ontario 

1

Land Acknowledgement



2 Senior & Elected Officials Workshop



Ontario 

2

Welcome



Congratulations on your recent (re)-election or acclamation. We wish to recognize and appreciate your dedication to the community.



Thank you for hosting, and for making Emergency Management a priority in your community.

3

Senior & Elected Officials Workshop



Ontario

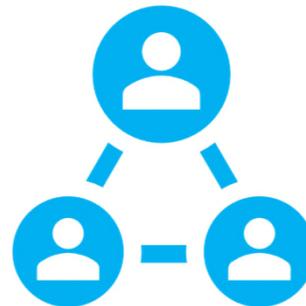
3

Introductions

Instructor Introductions

Participant Introductions

- Name
- Municipality & Position
- Comfort level with emergency management



4

Senior & Elected Officials Workshop



Ontario

4

Housekeeping: Safety and Logistics



5

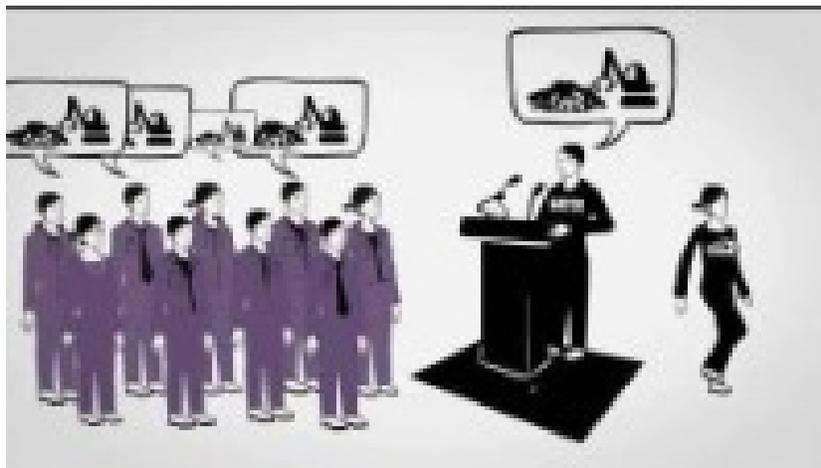
Senior & Elected Officials Workshop



Ontario

5

Video – The Essential Emergency Manager



6

Senior & Elected Officials Workshop



Ontario

6

Objectives of the Workshop

The goals of today's workshop are to accomplish the following:

01

Understand roles and responsibilities and the five concepts of comprehensive emergency management

02

Understand at a basic level, the municipal requirements of the Emergency Management Civil Protection Act (EMCPA)

03

Clarify the role of elected officials within the context of local emergency management

04

Understand the role that Emergency Management Ontario (EMO) has in supporting communities during emergencies

7

Senior & Elected Officials Workshop



Ontario

7

The Basics



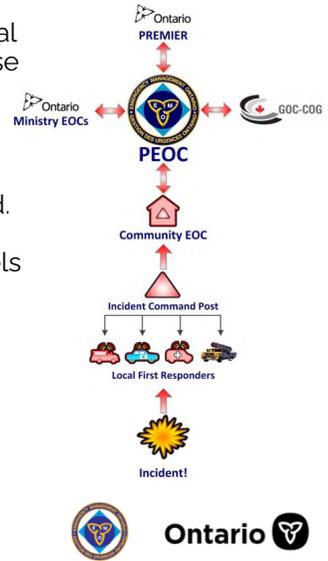
Ontario

8

Role of Emergency Management Ontario

The Provincial Emergency Operations Centre (PEOC) maintains situational awareness of provincial threats/risks and coordinates provincial response to significant and emergency events that impact Ontario's citizens and communities.

- Staffed 24 hours a day, 7 days a week
- Supports the escalation of response
 - Most incidents start at the local level and then move up as needed.
 - Some might start directly at the federal or provincial levels.
 - Incidents can be complex and require coordination among all levels of government.
- EMO Field Officers are also located across the province to support communities in planning for and responding to emergencies.
- When deployed to emergencies Field Officers Liaise with officials in affected communities to provide support, advice and assistance.



Role of Emergency Management Ontario con't

EMO Partnerships

- EMO is formalizing relationships with the following NGOs to assist in emergency Response:
 1. Feed Ontario
 2. GlobalMedic
 3. Independent First Nations Alliance
 4. Mennonite Disaster Services
 5. Ontario 211
 6. Ontario Search and Rescue Volunteer Association
 7. Radio Amateurs Canada
 8. Salvation Army
 9. Samaritan's Purse
 10. Team Rubicon
- EMO Field Officers and the PEOC conduct needs assessment to find best solution for community requirements.
- NGOs could deploy and integrate into your operations and command structure.
- EMO is working with NGOs to track resources and capabilities to better advise communities what our partners can provide.

| Example Functions/Capabilities |
|---|
| Accommodation/Shelter |
| Communications (satellite comms, radios, call centre) |
| Construction/Repairs |
| Debris Management (chainsaw operators, trucks, clean up equipment) |
| Donations Management |
| Drone Program/Water Sanitation Hygiene Management (WASH)/Clean up |
| First Aid/ Medical Assistance |
| Food Services (food truck / food service) |
| Incident Management (IMS/ICS training and trained volunteers) |
| Personal Services (social service supports) |
| Reception/Registration |
| Search and Rescue (drone, trucks) |
| Site and Damage Assessments |
| Specialized Equipment (deployable shelters, water purification units, laundry trailer, etc.) |
| Training (specialized, IMS/ICS) |
| Unmet Needs/Recovery |
| Volunteer Management (within 24 hrs, access to trained, skilled volunteers across Ontario) |

The Five Components of Comprehensive Emergency Management

- Actions taken to stop an emergency or disaster from occurring.
- Actions taken to reduce the adverse impacts of an emergency or disaster.
- Actions taken prior to an emergency or disaster to ensure an effective response.
- Actions taken during or after an incident to protect people, property, the environment, the economy and/or services.
- The process of restoring a stricken community to a pre-disaster level of functioning.

11 Senior & Elected Officials Workshop

11

Municipal Emergency Management Program

The Emergency Management Civil Protection Act (EMCPA) requires each municipality to have an Emergency Management Program (EMP). The EMP includes:

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

12 Senior & Elected Officials Workshop

12

Prevention, Mitigation & Preparedness



Ontario 

13

Emergency Management Program By-Law

"Every municipality shall **develop and implement an emergency management program** and the council of the municipality shall by by-law adopt the emergency management program."

EMCPA, R.S.O. 2002, c. 14, s. 4



14 Senior & Elected Officials Workshop



Ontario 

14

Community Emergency Management Coordinator (CEMC)

Administrative Role

- CEMC is responsible for coordinating the development and implementation of the municipality's emergency management program within the municipality.
- Responsible for submitting **annual compliance** reporting to EMO.
- Develop agreements with neighbouring municipalities and other organizations

During Emergencies

- Liaises with other organizations and neighbouring CEMC's during emergencies.
- May set up and operation of the emergency operations centre.
- The CEMC does not automatically become 'in command' of the emergency.

15

Senior & Elected Officials Workshop

Ontario 

15

Emergency Management Program Committee (EMPC)

Committee Composition

- Required members include the CEMC and a Senior Municipal Official and a chair of the committee, appointed by council. Other members and guests can be included as necessary.

Committee Responsibilities

- Sets the **objectives and strategy** of the EM program for the year
- Generally responsible for the Emergency Management **Public Education program**
- Identifies **resource capability gaps** and recommends approaches to fill gaps
- Submits proposed **amendments to the program** for Council approval
- Conducts an **annual review** of the municipality's emergency management program

16

Senior & Elected Officials Workshop

Ontario 

16

Hazard Identification and Risk Assessment & Critical Infrastructure Planning

“Every municipality shall **identify and assess the various hazards and risks to public safety that could give rise to emergencies** and **identify the facilities and other elements of the infrastructure that are at risk** of being affected by emergencies.”

EMCPA, R.S.O. 2002, c. 14, s. 4



17

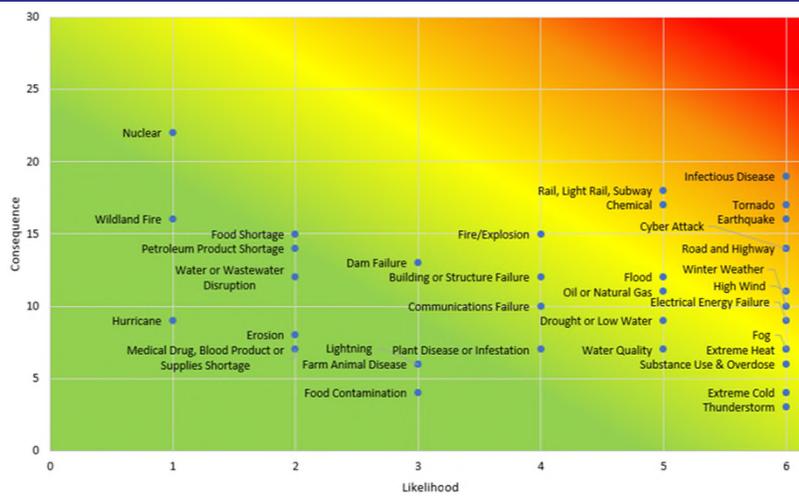
Senior & Elected Officials Workshop



Ontario

17

Hazard Identification and Risk Assessment Example



18

Senior & Elected Officials Workshop



Ontario

18

Critical Infrastructure Planning Example

| Critical Infrastructure Municipality of ...? | | | | | | | |
|--|---------------------------------|---|---------------------------|------------------|-------------|---------------------------------|--|
| Sector | Type of Critical Infrastructure | Component | Location | Owner / Operator | Priority | Relevant Hazards | Strategies |
| Water & Food | Water Treatment | Water Treatment Plant | | Municipality of | 1 | | |
| | Water Storage | Water Tower | | Municipality of | 1 | | |
| | | Water Reservoir | | Municipality of | 1 | | |
| | Waste Water & Sewage Treatment | Water Pollution Control Plant | | Municipality of | 1 | | |
| | Waste Water Transfer | Waste Water Pumping Stations | | Municipality of | 1 | | |
| | | Metro | | Loeb Canada | 2 | | |
| | Food Distribution | Walmart | | Walmart | 2 | | |
| | Food Basics | | A&P Food Stores | 2 | | | |
| | | Real Canadian Superstore | | Loeb Canada | 2 | | |
| Communications | 9-1-1-Communication | Fire Department, Fire Dispatch & Alarm Monitoring | | Municipality of | 1 | Severe weather Cyber Attacks | Severe weather strategies include backup generators at all fire stations, and police dept Cyber attack strategies include maintaining contact list of agencies to call, acquired cyberattack insurance in 2019, and a mutual aid agreement with the county to borrow IT staff in short term emergency situations. |
| | | Police Service Dispatch | | Municipality of | 1 | | |
| | | Bell Canada Main Switching Gear | | Bell Canada | 1 | | |
| | Mail Delivery | Main Post Office | | Canada Post | 3 | | |
| | Television Stations | Cable Service and Television Station | | Cogeco | 3 | | |
| | Radio Stations | FM Stations | | Chum Group | 3 | | |
| | | Internet | Internet Service Provider | | Bell Canada | | |

19 Senior & Elected Officials Workshop



19

Council Member's Role in Emergency Management

Council is expected to:

- Understand that there are annual requirements under the Emergency Management Civil Protection Act.
- Know your local EM experts:
 - Community Emergency Management Coordinator (CEMC)
 - Emergency Management Program Committee (EMPC)



20 Senior & Elected Officials Workshop



20

Council's Role in Prevention and Mitigation

Consider the recommendations made by your Emergency Management Program Committee (EMPC) as they pertain to prevention and mitigation efforts.

The EMPC will report on development and maintenance of the HIRA and Critical Infrastructure planning. This information can support Council's decision-making role:

- Consider making investments in prevention and mitigation projects and policies
- Consider the Return on Investment (ROI)

Every dollar spent on proactive emergency management strategies to adapt to climate change can produce a return on investment of between \$13 and \$15¹.

21

Senior & Elected Officials Workshop

Ontario 

21

Council's Role in Preparedness

Awareness

- Become familiar with your Emergency Plans
 - Emergency Response Plans
 - HIRA + CI
 - Continuity of Operations Plans
 - Where your EOC is located

Funding

- Fund improvements to the Emergency Operations Centre (EOC)
- Budget for Training

Support and Promote

- Encourage and support annual exercise(s)
- Promote Public Education (including Public Awareness)

22

Senior & Elected Officials Workshop

Ontario 

22

Response & Recovery



23

Framework of Emergency Management

| Individual | Municipal | Provincial | Federal |
|---|---|---|--|
| 72-hour kit; evacuation plan; and monitoring news | Site response with first responders; support from municipal Emergency Operations Centre | Support Communities Continuity of government operations Coordination of provincial resources; access to federal resources | Support provincial requests for resources Responds To emergency In Federal Jurisdiction |

24 Senior & Elected Officials Workshop



24

Role of MEGC

EOC Staff coordinate with on-scene Incident Commanders and other organizations to:

- Provide **strategic direction and priorities** for incident management objectives
- Acquire, allocate, and track **resources**
- Manage and share **information** internally and with the public
- Provide **legal and financial support**

MEGC supports the continuation of regular municipal operations

- Consider the implications of **continuity of operations** of government services through emergency life cycle

25

Senior & Elected Officials Workshop

Ontario 

25

Declaration of Emergency

Who may make a municipal declaration of emergency?

- Head of Council
- Designated member(s) of council

Who may terminate a municipal declaration?

- Head of Council
- Council
- The Premier*

Member of council will be appointed in the place of and assume all powers and duties of the Head of Council in their absence.

The Provincial Emergency Operations Center will acknowledge receipt of the declaration however plays no role in accepting or denying such declarations.

26

Senior & Elected Officials Workshop

Ontario 

26

Upper tier Declaration of Emergency

When a County, District or Region Declares an Emergency:

The local municipality maintains overall responsibility of incident. An emergency declaration does not mean that the County or Region assumes responsibility for the local municipality's emergency.

Generally a County or Region declares in consultation with member municipalities to coordinate limited resources.

County or Regional resources may include:

- Emergency Social Services (ESS)
- Public Health
- EMS
- Police
- Roads/Transportation/ Public Works

27

Senior & Elected Officials Workshop



Ontario



27

Implications of Declaring an Emergency

- Internal municipal implications:
 - A declaration of emergency may provide exceptional means to deal with emergency events through provisions under the municipal EM plan, by-laws or other EM related legislation.
- Declarations and provincial support:
 - Provincial resources can be accessed during an emergency event without a declaration of emergency.
 - A declaration of emergency does not guarantee a community will receive provincial resources or funding.
- Implications for volunteers
 - A declaration of emergency can simplify WSIB entitlement for registered volunteers.

28

Senior & Elected Officials Workshop



Ontario



28

Preparing for a Declaration of Emergency

| 1. Decide | 2. Authorize | 3. Inform |
|---|--|--|
| Consult with the CEMC and/or MECCG | Have a pre-populated declaration form in Emergency Response Plan | Inform the Provincial Emergency Operations Center (PEOC) immediately |
| Make the decision + include triggers | Sign the form | Inform staff, council, other municipalities |

Trigger points can be built into the Municipal Emergency Plan to signal the need to declare an emergency, and when to terminate the declaration.

These benchmarks could include:

- Hospital capacities
- Roads and bridges impassable due to flooding (number and importance)
- Evacuations lifted, residents returning to homes, etc.

29

Senior & Elected Officials Workshop



Ontario



29

Council's Role in Response

Council's responsibilities during an emergency response include:

- Maintaining public confidence in the municipality with the efforts being undertaken
- Providing feedback to MECCG through appropriate channel
- Attending public forums including those hosted by Ministries or other agencies
- Helping to dispel rumors and false information
- Approving policy and expenditures

30

Senior & Elected Officials Workshop



Ontario



30

What is Recovery?



A process to return a community to a state of functionality after an emergency

Recovery includes:

- Physical infrastructure
- Restoration of emotional, social, economic and physical well-being
- Financial Recovery

Recovery is a time for "building back better"

31

Senior & Elected Officials Workshop



Ontario

31

Council's Role in Recovery

Short term

- Disseminate approved messaging regarding disaster relief funding
 - Working with your Emergency Information Officer
- Attend community events pertaining to the disaster
- Provide a resolution of council requesting the activation of the Municipal Disaster Recovery Assistance Program

Long term

- Consider the recommendations that may arise from an After-Action Report
 - Mitigation projects, 'build back better'
 - Amendments to your HIRA, CI list, ERP, etc.
- Consider maintaining insurance coverage and/or a reserve to address disasters

32

Senior & Elected Officials Workshop



Ontario

32

Treasury Board Secretariat

Questions?



Ontario 

33



Joint Council Meeting Minutes

9:00 AM - Monday, September 9, 2024
Council Chambers

North Frontenac Council:

Mayor Gerry Lichty, Deputy Mayor John Inglis, Councillor Stephanie Regent, Councillor Wayne Good, Councillor Roy Huetl, Councillor Vernon Hermer, and Councillor Fred Fowler

**Addington Highlands Council:
Also Present:**

Reeve Henry Hogg (Electronic Participation); Councillor Kirby Thompson; Councillor Helen Yanch; and Councillor Ken Hook
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.; Brooke Ross, Manager of Community Development, Dipl.M.A.; Casey Cuddy, Kaladar Barrie Fire Chief;
Addington Highlands Staff: Christine Reed, Chief Administrative Officer/Clerk-Treasurer; Natalie Tryon, Deputy Treasurer; Patricia Gray, Deputy Clerk/Planning Secretary; David Twiddy, Chief Building Official/Facilities Manager; Brett Reavie, Manager of Roads and Waste.

1. Call to Order

The Mayor called the meeting to order at 9:00 a.m. and welcomed Addington Highlands Council and staff.

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) September 9, 2024

302-24 Moved by Councillor Roy Huetl, Seconded by Deputy Mayor John Inglis

Be It Resolved That Council approves the Agenda for the Joint Meeting of Council with the Township of Addington Highlands dated September 9, 2024, as circulated.

Carried

4. New Business

- a) **Waste Management**
- **Cloyne Waste Site - Shared Service**
 - **Blue Box Program**
 - **Hazardous Waste**
 - **Do Not Litter Signs**

303-24 Moved by Councillor Wayne Good, Seconded by Deputy Mayor John Inglis

Be It Resolved That Council instructs the Public Works Manager to work with Addington Highlands Manager of Roads and Waste to have signs installed along the roadways to discourage littering; and report back with a proposal.

Carried

- b) **Mandatory Septic Inspections**
- c) **Roads - Maintenance Agreements**
- d) **Kaladar/Barrie Fire Department**
- **Budget**
 - **Role within Townships**
- e) **By-law Enforcement - Shared Service**
- f) **Doctor Recruitment**
- **Incentive Program**
 - **North Frontenac Resolution #129-24 - Request to Province for Reimbursement of Doctor Incentives provided by Municipalities**
- g) **Eastern Ontario Regional Network - Cell Gap Update**
- h) **Affordable Housing**
- i) **Economic Development Initiatives**
- j) **Short Term Accommodations**
- k) **Renewable Energy**
- l) **Mazinaw Property Owners' Association - Request to Both Councils re: Issue Official Tax Receipts Eurasian Milfoil Invasive Species and Health Canada Approved ProcellaCOR FX**

5. Adjournment

- a) **Adjournment of Meeting**

304-24 Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl

Be It Resolved That Council adjourns the Meeting at 11:54 a.m. until September 12, 2024 or at the call of the Chair.

Carried

Mayor

Clerk



Regular Council Minutes

5:00 PM - Thursday, September 12, 2024
Council Chambers

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

Also Present: 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 5:00 p.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) *September 12, 2024*

305-24 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer

Be It Resolved That Council approves the Agenda dated September 12, 2024, as circulated.

Carried

4. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

5. Business Profile

a) *Lancaster's Resort*

306-24 Moved by Councillor Vernon Hermer, Seconded by Councillor Roy Huetl

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

Carried

6. Presentations

None.

7. Delegations

- a) ***Lennox and Addington County General Hospital Foundation: Request for Donation for MRI Machine***

307-24 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the presentation from Amanda Chalk, Coordinator of Communications, Events and Major Gifts, LACGH Foundation, requesting support for the newly installed MRI machine; and thanks Ms. Chalk for her time spent today;

And That Council will consider this request during the 2025 Budget deliberations.

Carried

8. Adoption of Minutes

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

308-24 Moved by Councillor Vernon Hermer, Seconded by Councillor Roy Huetl

Be It Resolved That Council adopts the Minutes of a Meeting held August 22, 2024, as circulated.

Carried

9. Business Arising Out of Minutes

- a) ***Resolution #286-24: Replacement of Postmaster and Post Office Venue***

309-24 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer

Whereas at the meeting on August 22, 2024, Council passed Resolution #286-24 regarding the closure of the Ardoch Post Office; and instructed the Manager of Community Development (MCD) to investigate options including converting an existing Township facility (or portion) for use as a Post Office; acquiring a specific facility (i.e. a portable or trailer) to be used as a Post Office; or leasing a property for use as a Post Office and provide a report to Council;

Now Therefore Be It Resolved That Council receives for information an email dated September 4, 2024 from the MCD advising Canada Post has received an application from a constituent; and that, if the interview with the applicant is successful, Canada Post will proceed with a site visit visit to assess the suitability of the intended premises;

And That if this option does not proceed, the MCD will continue to investigate options and provide a report to Council.

Carried

10. Communications

a) ***Clerk's Administrative Report - Communications 'A' Section***

310-24 Moved by Councillor Vernon Hermer, Seconded by Councillor Roy Huetl

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

Carried

b) ***Communications 'B' Section - Action Items***

B1. ***Tony Guida re: Proposal of Township Land Purchase***

311-24 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the request from Tony Guida dated August 28, 2024 requesting to purchase a 2 acre parcel of Township property next to 1212 Blackberry Lane;

And That Council instructs the Clerk/Planning Manager to look into this request and report back to Council.

Defeated

11. Council, CAO, and Managers' Administrative Reports

a) ***Clerk/Planning Manager: Proposed 2025 Meeting Dates***

312-24 Moved by Councillor Vernon Hermer, Seconded by Councillor Roy Huetl

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Proposed 2025 Council Meeting Dates";

And That Council sets the 2025 Council Meeting Schedule as follows:

January 10, 2025 at 9:00 am
January 31, 2025 at 9:00 am
February 21, 2025 at 9:00 am
March 14, 2025 at 9:00 am
April 4, 2025 at 9:00 am
April 25, 2025 at 9:00 am

May 15, 2025 at 5:00 pm
June 12, 2025 at 5:00 pm
July 10, 2025 at 5:00 pm
August 7, 2025 at 5:00 pm

August 28, 2025 at 5:00 pm
September 18, 2025 at 5:00 pm

October 10, 2025 at 9:00 am
October 31, 2025 at 9:00 am
November 21, 2025 at 9:00 am
December 12, 2025 at 9:00 am

Carried

b) ***Director of Emergency Services/Fire Chief: Fire Prevention Week - October 6 - 12, 2024***

313-24 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Director of Emergency Services, Fire Chief (DESFC)'s Administrative Report entitled "Fire Prevention Week – October 6 – 12, 2024";

And That the North Frontenac Fire Department (NFFD) is joining forces with the Not for Profit National Fire Protection Association to remind and educate local residents about the importance of "Smoke alarms: Make them work for you!";

And That Council declares October 6 - 12, 2024, as Fire Prevention Week;

And That Council approves of the NFFD's planned events, and demonstrations;

And That Council instructs the Director of Emergency Services/Fire Chief to place a copy of the Mayoral Declaration and an advertisement outlining the events associated with Fire Prevention Week and emphasizing the importance of the "Smoke alarms: Make them work for you!" campaign in the Frontenac News and on the Township's Social Media and Website.

Carried

c) ***Manager of Community Development: Community Sport and Recreation Infrastructure Fund - Plevna Ice Rink/Pickleball Courts***

314-24 Moved by Councillor Vernon Hermer, Seconded by Councillor Roy Huetl

Be It Resolved That Council receives for information the Manager of Community Development's (MCD) Administrative Report entitled "Community Sport and Recreation Infrastructure Fund - Plevna Ice Rink/Pickleball Courts";

And That Council supports the Application to the Community Sport and Recreation Infrastructure Fund and continues to support promoting a healthy lifestyle for North Frontenac residents by increasing 4-season recreational opportunities and the continued provision of safe, efficient and enhanced recreation facilities, trails and parks;

And That Council approves the MCD's Application to the 2024 Community Sport and Recreation Infrastructure Fund for Phase 1 and Phase 2;

And That Council directs the Treasurer to transfer the estimated \$3,000 (plus non-recoverable HST) from the Recreational Land Obligatory Reserve Fund to cover up-front engineering costs to submit with the grant Application;

And That Council directs the CAO to sign the Application for Funding and to enter into a

Funding Agreement with the Community Sport and Recreation Infrastructure Fund upon the Township's successful Application for project funding;

And That Council directs the MCD to have both phases completed if the Application for Funding is successful and permits the MCD to solicit businesses/community groups for sponsorships to assist with the Township's portion of the project;

And That Council directs the Treasurer to transfer up to \$205,000 (which includes 10% contingency) from the Canada Community Building Fund (CCBF) to pay the Township's portion of the grant, if successful.

| | |
|-----------------|---|
| For: | Mayor Gerry Lichty, Councillor Stephanie Regent, Councillor Roy Huetl, Deputy Mayor John Inglis, and Councillor Fred Fowler |
| Against: | Councillor Wayne Good and Councillor Vernon Hermer |

Carried 5-2 on a recorded vote

- d) ***Manager of Community Development: 2024 Local Government Week October 13-19***
315-24 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Manager of Community Development's (MCD) Administrative Report entitled "2024 Local Government Week – October 13-19";

And That the Township of North Frontenac hereby proclaims the week of October 13 to 19, 2024 to be Local Government Week in North Frontenac Township and approves the proclamation included in the Administrative Report;

And That Council approves the Local Government Week initiative being an Information Day for grades 9-12 for local Secondary Schools at the Municipal Office on Friday October 18, 2024 if they are interested in participating.

Carried

- e) ***Public Works Manager: Housing Enabling Water Systems Fund Grant - Update***
316-24 Moved by Councillor Stephanie Regent, Seconded by Councillor Wayne Good

Be It Resolved That Council receives for information the Public Works Manager's Administrative Report entitled "Housing Enabling Water Systems Fund Grant - Update";

And That Council approves resubmitting an Application to the Housing-Enabling Water Systems Fund (HEWSF) Program for the second intake to deliver the Buckshot Lake Road project;

And That the Chief Administrative Officer (CAO) is authorized to sign the HEWSF application;

And That the Public Works Manager will update Council at a future meeting regarding the status of the updated HEWSF Application.

Carried

- f) ***Public Works Manager: Housing-Enabling Core Servicing Funding Stream - Grant Application***

317-24 Moved by Councillor Stephanie Regent, Seconded by Councillor Wayne Good

Be It Resolved That Council receives for information the Public Works Manager's Administrative Report entitled "Housing-Enabling Core Servicing Funding Stream - Grant Application";

And That Council approves submitting an application to the Housing-Enabling Core Servicing Funding Stream (HECSF) program to deliver the Ardoch Road Road projects;

And That the Chief Administrative Officer (CAO) is authorized to sign the HECSF application, and the Agreement for funding if successful;

And That the Public Works Manager will update Council at a future meeting regarding the status of the updated HECSF application.

Carried

g) *Public Works Manager: Request to Advance The Tandem Truck Purchase From 2025 to 2024*

318-24 Moved by Councillor Wayne Good, Seconded by Councillor Stephanie Regent

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.

Carried

h) *Public Works Manager: Matawatchan Road Capital Improvements - Funding Request*

319-24 Moved by Councillor Stephanie Regent, Seconded by Councillor Wayne Good

Be It Resolved That Council receives for information the Public Works Manager's (PWM) Administrative Report entitled "Matawatchan Road Capital Improvements - Funding Request";

And That Council approves funding the Matawatchan Road project in the 2025 10 Year Capital Plan, on a 50/50 basis with the Township of Greater Madawaska, to a maximum amount of \$340,000;

And That the approved funding arrangement is contingent on North Frontenac and Greater Madawaska Townships executing a Boundary Road Agreement and the required By-laws;

And That the North Frontenac Public Works Manager and Greater Madawaska Clerk Treasurer shall complete the required Agreement and By-laws for Council's consideration.

Carried

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

a) *Environmental Task Force*

320-24 Moved by Councillor Stephanie Regent, Seconded by Councillor Wayne Good

Be It Resolved That Council receives for information the Notes of a Meeting of the Environmental Task Force held August 28, 2024.

Carried

b) *Economic Development Task Force*

321-24 Moved by Councillor Stephanie Regent, Seconded by Councillor Wayne Good

Be It Resolved That Council receives for information the Notes of a Meeting of the Economic Development Task Force held August 19, 2024;

And That Council directs the Manager of Community Development to include the following in the draft proposed 2025 Budget for consideration:

- \$30,000 Community Improvement Plan 2025 top-up
- \$10,000 Summer Fest Budget
- Part-time Staff to assist with Economic/Community Development.

Carried

c) *Committee of Adjustment/Planning Advisory Committee*

322-24 Moved by Councillor Stephanie Regent, Seconded by Councillor Wayne Good

Be It Resolved That Council receives for information the Minutes of a Meeting of the Committee of Adjustment/Planning Advisory Committee held July 22, 2024.

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

None.

17. Public Forum

None.

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 #2024-57*

323-24 Moved by Councillor Stephanie Regent, Seconded by Councillor Wayne Good

Be It Resolved That By-law #2024-57, being a By-law to confirm all actions and proceedings of Council for its Regular Meeting held September 12, 2024, be read a first, second, and third time and finally passed.

Carried

21. Adjournment

a) *Adjournment of the Council Meeting*

324-24 Moved by Councillor Stephanie Regent, Seconded by Councillor Wayne Good

Be It Resolved That Council adjourns the Meeting at 6:38 p.m. until October 4, 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: September 12, 2024

Resolution # 309-24

Moved By:
Councillor Roy Huetl

Seconded By:
Councillor Vernon Hermer

Whereas at the meeting on August 22, 2024, Council passed Resolution #286-24 regarding the closure of the Ardoch Post Office; and instructed the Manager of Community Development (MCD) to investigate options including converting an existing Township facility (or portion) for use as a Post Office; acquiring a specific facility (i.e. a portable or trailer) to be used as a Post Office; or leasing a property for use as a Post Office and provide a report to Council;

Now Therefore Be It Resolved That Council receives for information an email dated September 4, 2024 from the MCD advising Canada Post has received an application from a constituent; and that, if the interview with the applicant is successful, Canada Post will proceed with a site visit visit to assess the suitability of the intended premises;

And That if this option does not proceed, the MCD will continue to investigate options and provide a report to Council.

Carried

Mayor

To: Mayor and Members of Council
From: Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M.
Approved by:
Date of Meeting: 04 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. Township of Kirkland Lake re: Request for Support re: Exotic Animals
2. Tay Valley Township re: Request for Support - Province Removes Wetlands Protection for Eastern Ontario
3. Township of Springwater re: Request for Support - Study on Regional Governance
4. Frontenac County re: Economic Development Updates
5. Eastern Ontario Regional Network re: Update - August 2024
6. Town of Tillsonburg re: Request for Support - Cellular Coverage Concerns
7. Frontenac County re: Economic Development Updates
8. Land O' Lakes Food Bank re: Thank You for Donation
9. MVCA re: Board Summary Report - September 9, 2024
10. File #A11/24 - Request for Permission - 1077 Whalen Lane - Notice of Decision
11. KFL&A Public Health re: Notice of Board of Health Meeting

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

1. Seagal Construction re: Developing Attainable or Seniors Housing Through a Municipal Housing Corporation

From: Segal Construction
Sent: September 16, 2024, 4:18 PM
To: Brooke Drechsler
Subject: Re: New Response Completed for Delegation Request Form

Details of the Delegation Request to Council

I propose that the municipality consider developing attainable or seniors housing at market rates. Rather than relying on subsidies or using the operating or capital budgets, we can create this housing through a municipal housing corporation.

The private sector is unlikely to meet housing demands in the next 5 years. By taking the lead, the municipality can address this gap efficiently. I suggest we explore municipal bond offerings to finance the development. This approach provides access to funding while keeping the municipality's finances intact, as it avoids touching existing budgets or debt limits.

With bond offerings, we can develop needed housing sustainably and without burdening taxpayers. I would appreciate the opportunity to discuss this proposal further.

Daniel Sagel

Housing is a problem everywhere. How many houses are for sale in North Frontenac compared to the number of people looking for a place to live? How can North Frontenac attract talent and industry with limited housing options? With developers facing interest rates of 12-15%, private sector solutions are unlikely for at least 3-4 years, especially as real estate prices fall across Ontario.

Immediate action is needed. Segal Construction has drafted a resolution for your consideration, proposing municipal residential development of attainable housing funded through a mix of municipal bonds and federal/provincial funding. This approach leverages the municipality's low cost of capital to create attainable housing.

We recommend that the Council determines specific housing needs and exit strategies as the project progresses, ensuring alignment with local requirements. Upon completion, the Council can choose to sell the units on the open market, manage them directly, or transfer them to affordable housing providers. Working with a Tarion-certified builder like Segal Construction offers unique flexibility, including the option to sell the units, which is not typically available in municipal projects.

These options not only address immediate housing shortages but also create long-term strategies for sustainable growth. Segal Construction is eager to collaborate with the Council on this initiative, believing it can significantly enhance North Frontenac's attractiveness to residents and businesses.

Please find the first draft of the resolution attached. We look forward to discussing this further and working together to develop attainable housing solutions for North Frontenac.

Thank you for your time and consideration.

Sincerely,

Daniel Segal
Segal Construction

Draft Resolution Permitting Municipal Housing Development

Whereas North Frontenac faces a significant need for attainable housing to address the housing crisis and ensure that new and existing residents have access to quality housing options;

Whereas higher interest rates since 2022 have severely curtailed private development of new residential housing, making it imperative for the municipality to leverage available funding, including but not limited to federal and provincial funding, and to consider the issuance of municipal bonds in the capital markets to finance housing projects with a positive net present value;

Whereas municipalities have a very low cost of capital relative to private builders, allowing them to undertake such projects more efficiently and at a lower financial burden;

Be it further resolved that the Council gives staff permission to look into municipal housing development options, and a second motion be required to allow municipal housing development to proceed;

Be it further resolved that the municipal housing corporation be authorized to issue debt in the capital markets, leveraging municipal bond offerings or other financing mechanisms, provided that such debt issuance remains separate from the municipality's operating and capital accounts;

Be it further resolved that North Frontenac advocates for the use of Minister's Zoning Orders (MZOs) under Section 47 of the Planning Act, where necessary, to expedite the development of attainable housing and ensure that these projects can proceed without undue delays; and that municipal housing development activities be managed by a municipal housing corporation to ensure that these activities are kept off the balance sheet of the municipality, do not interfere with operating and capital accounts, and do not impact existing debt ceilings;

Be it further resolved that following the completion of housing developments, North Frontenac will have the following options for managing the properties:

- The municipality may transfer the development to a local non-profit organization or other entities focused on providing affordable housing;
- The municipality may issue a tender to a property management company to manage and operate the housing units;
- The municipal government may sell the housing units publicly on the Multiple Listing Service (MLS) to recoup costs and reinvest in future housing projects;

Be it further resolved that this resolution be forwarded to the following entities for consideration and action:

- The provincial Ministry of Municipal Affairs and Housing
- The provincial Ministry of Economic Development, Job Creation and Trade
- The provincial Ministry of Infrastructure



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: 04 Oct 2024
Re: Boundary Road Allowance Closure and By-law - Withers and Bell

Recommendation:

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.

Background:

An Application was submitted by Robert Wither and Jean Bell to purchase 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(see below map and survey).

Comments:

Per the survey, two structures owned by the applicants and part of the septic system are located on the road allowance, it was recommended the Road Allowance be closed and sold to the applicants. Council passed Resolution #250-24 on June 27, 2024 approving in principal the above noted Boundary Road Allowance. Notice was provided in accordance with Sale and Disposition of Land Policy (By-law #20-23).

As per the Township Policy, half (33 feet) of the Road Allowance was offered to the owner of the property abutting the opposite side of the subject Road Allowance. The neighbour did not indicate any interest in purchasing half of the road allowance adjacent to their property excluding the area where the applicants buildings are located.

Financial Impact:

Per By-law #20-23, the Boundary Road Application process required the Administration fee of \$1,200 plus \$156 HST for total of \$1,356 be collected at the time of submitting. The Applicants provided the fee when the application was submitted to the Township.

The Township will receive Land Costs for the sale of the Boundary Road Allowance 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: 04 Oct 2024
Re: Shore Road Allowance Application for Approval in Principle – Noye

Recommendation:

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).

Background:

The Township received a Shore Road Allowance Application to close and purchase the Shore Road Allowance abutting the Applicants’ property.

The following is a summary of Application T1/566/24 – Noye – 1077 Whalen Lane, Marble Lake:

- The Applicant indicates that this Road Allowance has never been used as a public road;
- The road closure will not prohibit access to any other property; and
- There are no easements or restrictive covenants affecting the closure of this Road Allowance.

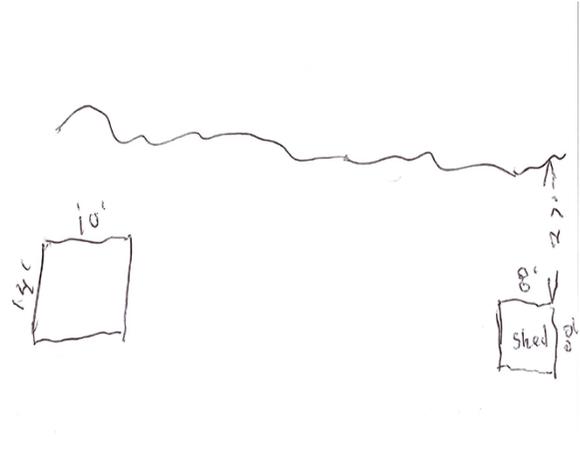
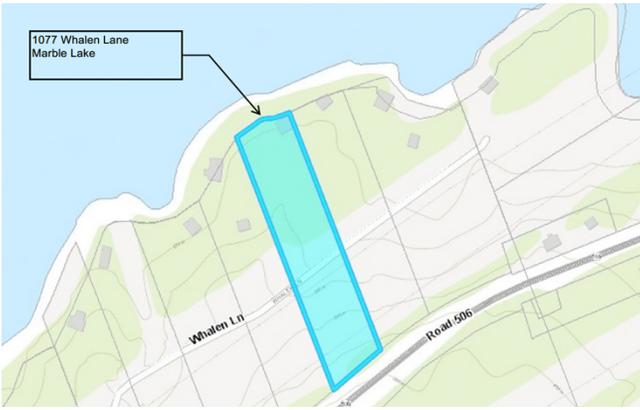
Researched By:

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

Comments:

The Municipal Road Allowance Inspector’s Inspection Form for Application T1/566/24 was completed on September 14, 2024 with no objections.

He advised there were no natural features; neighbouring properties; or Township Roads affected by the Application. Below is the Key Map and sketch provided by the Municipal Road Inspector.



Financial Impact:

The Applicants provided the Administrative Fee of \$1,200 + \$156 HST total of \$1,356, at the time of submitting the Application.

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: 04 Oct 2024
Re: Re: Concession Road Allowance Closure - Approval in Principle -
Pisani/Willis

Recommendation:

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.

Background:

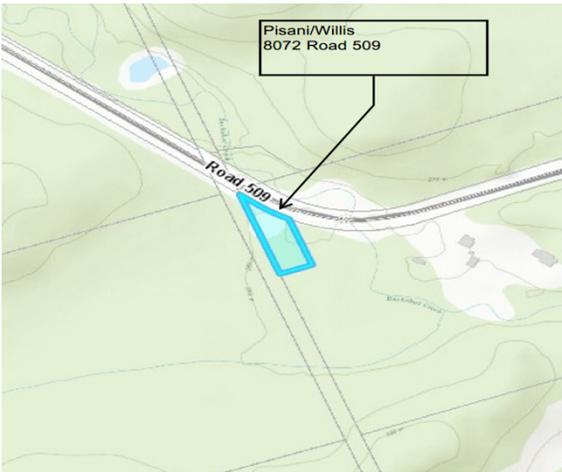
Richard Pisani and Kelly Willis submitted an application for Council's consideration to purchase the Concession Road Allowance between Lot 38, Concessions 6 and 7 geographic Township of Clarendon.

Researched By:

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

Comments:

The Municipal Road Inspector advised the Road Allowance does not lead to water; appears to have no natural features at risk of being disturbed; and is not in close proximity to a Township Road. He noted there may be neighbouring properties which would be affected by the closure of the Concession Road Allowance.



The Road Closing Policy provides “half (33 feet) of the Road Allowance will be offered to the owners of property abutting the opposite side of the subject Road Allowance. If the abutting neighbour decides to purchase the Road Allowance, they must submit an Application and the two Applications will proceed concurrently.”

Notice will be provided in accordance with the Policy for Sale and Disposition of Land.

Financial Impact:

The Applicants provided the Administrative Fee of \$1,200 + \$156 HST for a total of \$1,356, at the time of submitting the application.

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: 04 Oct 2024
Re: Re: Proposed By-law to Regulate Fences within the Township of North Frontenac

Recommendation:

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.

Background:

At the meeting on April 5, 2024, Council passed the following Resolution:

Resolution #142-24 Moved by Councillor Hermer Seconded by Councillor Folwer

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Line Fences Act";

And That Council instructs the Clerk/Planning Manager to draft a By-law for the Non-Application of the Line Fences Act for Council's consideration at a future meeting;

And That Council instructs the Clerk/Planning Manager to draft a Fence By-law including provisions for height and permitted materials and the current provisions included in the Township's Zoning By-law for Council's consideration at a future meeting.

Carried

Researched By:

Tara Mieske, Clerk/Planning Manager

Brooke Drechsler, Deputy Clerk/Assistant to the Planning Manager

Comments:

On October 25, 2024, a public meeting will be held to present housekeeping amendments to the Township's Zoning By-law #55-19 for Council's consideration. One of the recommended amendments is the removal of Section 3.15, which sets out the provisions for fences within the Township. As per Resolution #142-24, a Fence By-law (Attachment #1) has been drafted for consideration at this meeting.

The draft Fence By-law includes provisions regarding the permitted height and materials for fences within residential, commercial, agricultural and industrial areas. The By-law also includes provisions regarding fences around in-ground and above ground swimming pools, as well as Hydro Massage pools (hot tubs, whirlpools, Jacuzzis or spas). All provisions being removed from the Zoning By-law have been included in the proposed By-law.

Financial Impact:

None.

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: 04 Oct 2024
Re: Request for Reimbursement of Shore Road Allowance Fees

Recommendation:

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.

Background:

At the meeting on June 6, 2024, Council passed Resolution #211-24 to approve in principle the closure of the Shore Road Allowance abutting 1042 K and A Lane. On July 25, 2024, Council passed By-law #2024-52 to close and sell the Shore Road Allowance to Glenn and Susan Williams, property owners.

The Land Registry records showed the Road Allowance (Part 1 on Registered Plan 13R-3301) being owned by the property owners; however when a detailed title search was completed by a potential purchaser it was determined a By-law was not passed and registered to stop up and close the road allowance and a transfer was not signed or registered to transfer the road allowance.

According to the property owners they submitted an application to purchase the Shore Road Allowance to the Township in 2012/13 and provided a cheque in the amount of \$4,000 to cover the process. At that time Township staff advised them based on the legal description they already owned the Shore Road Allowance. We do not have any record of a road allowance application or the cheque.

On September 5, 2024, we received a letter (Attachment #1) from the property owners who advised they would have completed the Road Closing process in 2012/13 if they were not advised they already owned it. Therefore; the property owners are requesting reimbursement from the Township for the following:

1. The full refund of tax overpayment since 2003.
2. The Shore Road Allowance application fee (\$1,200 + HST = \$1,356).
3. The Land Costs of \$12,990.08.

Researched By:

Tara Mieske, Clerk/Planning Manager

Comments:

The request for the reimbursement of the amount in overpayment of taxes was provided to the Treasurer for review who advised "The Shore road allowance provides very little if any assessed value, therefore, I do not anticipate that there would be any tax implications as a result of the error in relation to the ownership of the shore road allowance." The property owners could submit a Request for Reconsideration to the Municipal Property Assessment Corporation (MPAC) to determine if there is any change to the assessed value.

Option #1

Reimburse the full amount of the Road Closing process in the amount of \$14,346.08 (including HST). This option is not recommended because the Township incurred costs for the municipal inspection, staff time to prepare reports and the By-law, and legal fees to register the By-law.

Option #2

The cost for a Shore Road Allowance Closure and Sale in 2012/13 would have been:

Application Fee: \$1,130 (\$1,000 + HST)

Land Cost Fees: \$3,542.75 (\$0.15 per square foot + HST)

Total: \$4,672.75 (including HST)

The difference between the cost of Shore Road Allowance closure in 2024 and the cost of the Shore Road Allowance closure in 2012/13 could be refunded to the property owners in the amount of \$9,673.33 (including HST).

Option #3

As the legal description of the property, including Part 1, was a result of the Road Allowance being registered without following the proper process of registering a By-law and Transfer which made the Township's records incorrect, Council could choose to deny the request from the property owners for a reimbursement of the administration fee and land costs.

Financial Impact:

Option #1

This would result in \$1200 plus HST being reimbursed which is used to cover the administrative costs of processing an application including legal fees. Also as land costs were not paid for the Shore Road Allowance at the time it was registered there would be no revenue for the sale of Township property.

Option #2

This would result in \$226 (including HST) of the administration fee being reimbursed. The remaining \$1,130 could be used to cover the majority of the costs to process the application including the legal fees. The revenue received for land costs would be reduced by \$9447.33 (including HST).

Option #3

No financial impact.

Attachments:

Dear Council Members,

Concerning the above as the Owners we are writing this letter as we were asked to put in written form what we've sadly had to go through the last four months.

We would like to start with the fact that in 2012/13, not sure of the year, but Tara would know as when she was assisting us back on May 21 of this year to register with OnLand to get the proof that we owned the shoreline road allowance (SRA) there was a line item we questioned. Tara stated that it had to do with the cheque we wrote back in 2012/13.

Back in 2012/13 we filed out papers to purchase the SRA, wrote a cheque for the full amount around \$4k and dropped it off at the North Frontenac offices on 506. Note... we didn't have to write a cheque to start the process as you now have to.

A few days later or week/s, not sure exactly, we received a call from the township stating " do you really want to purchase land you already own? ". Needless to say we were quite shocked. We told her our lawyer told us when we originally purchased the property that we didn't own the SRA and that we needed to purchase it in order to apply for a building permit which we finally obtained in around July 2019. The lady we were speaking with insisted that we did own the SRA and that we had been paying taxes on it since 2003! So, not having reason not to believe her and that maybe our lawyer made a mistake or the municipality had made amendments we

accepted her word and agreed that she just tear up the cheque and discontinue our application.

Now let's fast forward to April 2024...

We re-listed our cottage for sale on the MLS market as the previous year it was listed but we had no offers. We dropped the price considerably for this years listing.

May 14 2024 we had a great offer come in with a closing date in June. We were working on the deal only to be informed by our agent that the buyers lawyer had done a title search and established that we didn't own the SRA! We contacted the Township and were again told that we did! In fact this is when we went online with Tara to register with Online and the legal description of our property stated we owned it.

Now we are having to involve our lawyer only to find out he was right and that we didn't own it.

We contacted the township and spoke with both Tara and Brooke who informed us that there was no way the process to make the SRA purchase could be hurried.

So we immediately on May 22 we made an online payment to open the process of making the purchase of the SRA of \$1356.00! (which we didn't have to do in in 2012/13) with hope that the buyers would see we were serious and would understand our situation but given it was not 100% guaranteed that the purchase was a sure thing they moved on a few weeks later – the deal was dead.

Whilst all this was happening we got news that Glenn has cancer and needed treatment so, unfortunately, with our cottage not closing in June it sat the whole summer unattended as Glenn went through his treatments... so sad.

Then the kicker came in... we received an email on July 26 from Brooke who knows the whole situation regarding this horrendous error the township made, stating that the bylaw to close and sell the SRA was passed but that nothing would be forwarded to our lawyer until we paid the full amount of the new price to purchase of \$12,990.08!!!

Feeling hugely sickened by this new amount given we are now out of pocket - taxes we have paid on land we don't own since 2003, legal fees, \$1356 to open the process that we didn't have to pay before, 3 times plus the amount we needed to pay originally in 2012/13 for SRA and, the worst of all, we took roughly a \$75K dollar loss on the sale of our cottage with this new offer that has come in!

We spoke with the township again hoping that this amount to purchase the SRA would be reduced to the original cost but given the circumstances but were told we needed to send a letter to council for consideration of any type of refund. In the interim we needed to pay the full current amount for the SRA as the new offer came in with a quick closing.

With all that you know now we are reaching to you in the hope and understanding knowing this was no fault of ours for your to consideration of the following: 1) full refund of tax

overpayment since 2003, 2) \$1356 to open the current purchase process which was not required in 2012/13 application, and 3) the full amount we just paid of \$12990.08 given our current overall loss.

Thanking you in advance for kind consideration and trust we will hear back from you shortly.

Best regards,

Sue and Glenn Williams

To: Mayor and Members of Council
From: Adam Robinson, Director of Emergency Management / Fire Chief
Approved by: Corey Klatt, Chief Administrative Officer
Date of Meeting: 04 Oct 2024
Re: Community Emergency Preparedness Grant (CEPG) 2024-2025

Recommendation:

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.

Background:

On September 17, 2024, the Ontario Government announced they are expanding support for local emergency readiness with a second round of funding for the Community Emergency Preparedness Grant (CEPG). This additional \$5 million investment will help equip municipalities and organizations with essential resources, equipment and training to better prepare for natural disasters and emergencies. The CEPG is part of the government's three-year, \$110 million investment to strengthen emergency preparedness in Ontario, providing communities with the resources they need to stay safe, practiced and prepared.

Researched By:

Adam Robinson, Director of Emergency Services/Fire Chief
Darwyn Sproule, Public Works Manager

Comments:

North Frontenac is eligible to apply for funding as a Municipality with a population under 100,000, per the Application Guidelines. The new CEPG will help communities and organizations purchase critical supplies, equipment, and deliver training and services to improve local emergency preparation and response.

The eligibility requirements permit each organization only one Application for a merit based grant of \$5,000 to \$50,000 (100% Funding), targeted at small and medium communities. Successful applicants must demonstrate need, capacity (ability to fulfill and manage resources gained through

grant funding) and alignment with program objectives. Grants awarded under the CEPG are governed by an Agreement between the Municipality and the Province.

The Assessment criteria includes:

- Community collaborations are encouraged,
- Demonstrate how the activity or purchase will increase emergency preparedness and resiliency for the organization or community,
- Demonstrate how the Municipality will sustain, maintain and operate the activity or purchase without additional funding,
- Demonstrate the activity or purchase (procurement, training, plan) and
- Provide a report two weeks after the project completion date.

The grant can be used for :

- Capital Equipment, (generators)
- Operating Equipment, (chain saws, water pumps, radios, drones, etc.)
- Operating Categories
 - Supplies,
 - Training,
 - Services,
 - Administration,

Ineligible costs not covered by the grant are vehicles of any type, vehicle upgrades, new construction, or facility upgrades other than power, equipment not directly in response to an emergency, and major capital expenditures.

Financial Impact:

A grant Application of fifty thousand dollars (\$50,000). (100% funding - including non-recoverable HST) is being proposed to cover the purchase of;

- 2 variable messaging trailers
- 8 Hytera portable radios
- 3 Streamlight Portable Scene lights
- 1 Milwaukee Rocket Tower Scene Light
- 20 Streamlight Survivor X LED flashlights

HST Note: Taxes are eligible expenses if they are directly related to the project. However, any tax rebates, credits or refunds received by the organization must be identified and deducted from the project cost.

The two (2) Variable messaging trailers will be added to our inventory as a Capital Asset and incorporated into our Asset Management Plan and Funding calculations.

To: Mayor and Members of Council
From: Darwyn Sproule, Public Works Manager, P. Eng.
Approved by: Corey Klatt, Chief Administrative Officer
Date of Meeting: 04 Oct 2024
Re: Energy Conservation and Demand Management Plan 2024 - 2028

Recommendation:

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.

Background:

In accordance with Regulation 507/18 of the Electricity Act, Broader Public Sector (BPS) Organizations (including municipalities) are required to submit annual energy reports (Energy Consumption and Greenhouse Gas Emissions Report) and to update their Energy Conservation and Demand Management (ECDMP) Plans every five years. The pending plan for 2024-2028 will supersede the 2019-2023 plan that was previously approved by Council.

The annual report summarizes energy consumption and corresponding greenhouse gas (GHG) emissions for our facilities, including; administrative buildings, community centres, libraries, fire halls, public works garages and waste site shelters. We also include streetlights. All types of energy (electricity, propane and oil) are reported. Fleet fuel consumption is excluded. Operational information such as floor space, operational hours, facility type, etc., are included in the report.

The ECDMP must be made available to the public and updated every five years. The updated plan must include:

- A description of current and proposed measures for conserving and otherwise reducing energy consumption and managing its demand for energy;
- A revised forecast of the expected results of the current and proposed measures;
- A report of the actual results achieved during the previous period; and
- A description of any proposed changes to be made to assist the municipality in reaching any targets it has established or forecasts it has made.

Previous annual energy reports and the ECDMP plans are available on the Township’s website.

Researched By:

Comments:

The energy reduction target for our facilities per the previous 2019 to 2023 ECDMP was to reduce energy usage by 5% from the 2018 baseline. We are pleased to report the Township’s target was exceeded, with a 10% reduction in Energy and a 20% reduction in GHG emissions from the 2018 baseline.

This reflects well on the conservation efforts proposed and implemented by the Township during the last planning period. Accomplishments include:

- Energy consumption was reduced by 10%. Our target reduction was 5%.
- GHG emissions were reduced by 20%.
- Rooftop photovoltaic panels continue to produce reliable annual income.
- Use of fuel oil was reduced from 29% of the total energy used in 2018 to 4 % in 2023.
- Use of propane increased from 41% in 2018 to 62% in 2023.
- Use of electricity remained relatively constant at 30+%.

In 2013 the Township installed a 10kw rooftop photovoltaic solar system on the Plevna Garage/ Municipal Office. Energy directed back to the hydro network and associated income included:

| Year | Energy kWh | Income |
|--------|------------|---------|
| 2014 | 10,372 | \$5,695 |
| 2015 | 10,721 | \$5,885 |
| 2016 | 11,674 | \$6,409 |
| 2017* | 7,560 | \$4,150 |
| 2018** | - | - |
| 2019 | 14,300 | \$7,870 |
| 2020 | 9,920 | \$5,451 |
| 2021 | 8,900 | \$4,891 |
| 2022 | 8,990 | \$4,937 |
| 2023 | 8,630 | \$4,741 |

Note: * - production impacted by building renovation.
** - records impacted by meter wiring issue.

ECDMP 2024-2028

The proposed savings target in the 2019 – 2023 ECDMP build on our previous accomplishments to reduce the energy intensity of our facilities. Our new reduction target is 6% between now and 2028. The baseline year for comparison will be 2023.

The new reduction target represents an increased commitment, beyond the commitment in the previous ECDMP.

Proposed energy conservation efforts for 2024 – 2028 are included as Appendix C in the attached ECDMP.

It must be recognized that our Township does not have large facilities, such as: water and wastewater treatment plants or arenas that have large energy use with an opportunity for significant savings. Our

facilities are relatively small and in aging condition with not as many opportunities to realize significant energy savings.

Financial Impact:

The cost to implement energy conservation initiatives and programs will be included in the annual operating and capital budgets, as some of the improvements will be a result of the Building Condition Assessments previously completed. Any other new initiatives will be researched and submitted to Council for consideration at a future meeting.

Attachments:

[Energy Conservation and Demand Management Plan - 2024-2028 - acc](#)



Energy Conservation and Demand Management Plan
Township of North Frontenac
From: 2024-01-01 to: 2028-12-31

**Energy Conservation and Demand Management Plan
Township of North Frontenac
From: 2024-01-01 to: 2028-12-31**

Table of Contents:

| | | |
|------------|--|---|
| 1.0 | Introduction | 3 |
| 1.1 | Overview | 3 |
| 1.2 | Declaration of Commitment | 3 |
| 1.3 | Vision | 3 |
| 1.4 | Objectives | 3 |
| 2.0 | Policy | 3 |
| 3.0 | Report on 2014 to 2018 Results | 4 |
| 3.1 | Performance Target | 4 |
| 3.2 | Summary of Energy Consumption 2012-2016 | 4 |
| 3.3 | Renewal Energy (Solar) Generation | 4 |
| 4.0 | Report on 2019 to 2023 Commitments | 5 |
| 5.0 | Organizational Understanding | 5 |
| 5.1 | Stakeholder Needs | 5 |
| 5.2 | How We Manage Energy Today | 5 |
| 5.3 | Trends in Energy Consumption | 5 |
| 5.4 | Renewable Energy Utilized or Planned | 5 |
| 6.0 | Strategic Planning | 5 |
| 7.0 | Structure Planning | 6 |
| 8.0 | Resources Planning | 6 |
| 8.1 | Energy Leader | 6 |
| 8.2 | Energy Team | 6 |
| 8.3 | Energy Training | 6 |
| 9.0 | Procurement Planning | 6 |
| 10.0 | Implementation Planning | 6 |
| 11.0 | Projects Execution | 7 |
| 11.1 | Municipal Level | 7 |
| 11.2 | Asset Level | 7 |
| 12.0 | Review | 7 |
| Appendices | A Energy and GHG Emissions Data 2023 | |
| | B Baseline Data 2018 | |
| | C Proposed Energy Reduction Projects 2024-2028 | |
| | D Facilities Summary Including Streetlights | |

Energy Conservation and Demand Management Plan

Township of North Frontenac

From: 2024-01-01 to: 2028-12-31

1.0 Introduction

1.1 Overview:

The Township of North Frontenac's Energy Conservation and Demand Management Plan provides a brief background and summary of the requirements related to mandatory reporting in accordance with the Electricity Act. Results achieved under the previous plan (2019-2023) as well as reduction targets set by the new plan are summarized. The energy use and greenhouse gas (GHG) emissions from the 2019-2023 reporting period are provided in Appendix A. The 2018 baseline data and proposed energy reduction projects for the 2024-2028 plan can be found in Appendices B and C respectively. Appendix D includes a summary of the facilities, and the energy used (by type) at each.

Accomplishments from the 2019 to 2023 period include:

- Energy consumption was reduced by 10%. Our target reduction was 5%.
- GHG emissions were reduced by 20%.
- Rooftop photovoltaic panels continue to produce reliable annual income.
- Use of fuel oil was reduced from 29% of the total energy used in 2018 to 4 % in 2023.
- Use of propane increased from 41% in 2018 to 62% in 2023.
- Use of electricity remained relatively constant at 30+%.

1.2 Declaration of Commitment:

Council of the Township of North Frontenac will allocate the necessary resources to develop and implement a strategic Energy Conservation and Demand Management Plan that will reduce our energy consumption and related environmental impact and fulfill our regulatory obligations.

1.3 Vision:

North Frontenac will strive to reduce our energy consumption through the wise and efficient use of resources, while maintaining an efficient and effective level of service for our residents. We currently define energy consumption as the electricity and fossil fuel use associated with maintaining our corporate facilities as defined under Regulation 507/18 of the Electricity Act. We also include energy use for streetlights.

1.4 Objectives:

To maintain our current assets and improve the energy efficiency of our facilities and processes where feasible to reduce energy consumption, greenhouse gas emissions, and maintenance costs while improving the reliability of our operations.

The following are the strategic objectives of this energy plan: (1) Demonstrate energy management leadership and commitment within the Corporation and the community, (2) Improve the energy efficiency of our facilities by utilizing best practices to reduce our

Energy Conservation and Demand Management Plan
Township of North Frontenac
From: 2024-01-01 to: 2028-12-31

operating costs and energy consumption, (3) Demonstrate sound operating and maintenance practices, and (4) Create a culture of conservation.

2.0 Policy:

The Township of North Frontenac continues to face rising costs; to maintain and repair aging infrastructure, to deliver services to the community and to obtain the necessary energy to power facilities. The implementation and renewal of this comprehensive energy management program will ensure that energy conservation and efficiency is a key consideration in the township facility renewal actions which will reduce corporate GHG emissions and mitigate energy cost increases through decreased energy consumption. Similar to the Township's previous 2019 to 2023 Energy Conservation and Demand Management Plan (ECDMP), this five-year plan is valid from 2024 to 2028, at which time a thorough review process will be required to develop a subsequent five-year plan.

3.0 Report on 2019 to 2023 Results:

3.1 Performance Target:

The Township reports actual energy usage annually for the reporting period. The energy reduction target for our facilities per the previous 2019 to 2023 ECDMP was a 5% decrease from the 2018 baseline.

3.2 Summary of Energy Consumption 2019-2023:

The total annual energy consumption for the years 2019 and 2023 is provided in Appendix A. Staff will continue to report on energy consumption as required before the annual July deadline. In 2023, the total annual energy consumption in municipal facilities was 982,000 ekWh and GHG emissions of 157 tCO₂.

The total annual energy consumption for the baseline year of 2018 for the same municipal facilities was 1,127,000 ekWh and GHG emissions of 199 tCO₂

We are pleased to report the downward trend exceeding the 5% target, with a 10% reduction in Energy and a 20% reduction in GHG emissions, compared to the 2018 baseline.

This reflects well on the conservation efforts proposed and implemented during the last planning period.

3.3 Renewal Energy (Solar) Generation:

In 2013 the Township installed a 10kw rooftop photovoltaic on the Plevna Garage/ Municipal Office.

**Energy Conservation and Demand Management Plan
Township of North Frontenac
From: 2024-01-01 to: 2028-12-31**

Energy directed back to the hydro network includes:

| Year | Energy kWh | Income (Annual) |
|--------|------------|-----------------|
| 2014 | 10,372 | \$5,695 |
| 2015 | 10,721 | \$5,885 |
| 2016 | 11,674 | \$6,409 |
| 2017* | 7,560 | \$4,150 |
| 2018** | - | - |
| 2019 | 14,300 | \$7,870 |
| 2020 | 9,920 | \$5,451 |
| 2021 | 8,900 | \$4,891 |
| 2022 | 8,990 | \$4,937 |
| 2023 | 8,630 | \$4,741 |

Note: * - production impacted by building renovation.
 ** - records impacted by meter wiring issue.

4.0 Report on 2024 to 2028 Commitments:

Overall Performance Target:

Our renewed reduction target for the energy intensity of our facilities is 6% between now and 2028. The baseline year for comparison will be 2023. The new reduction target represents an increased commitment, beyond the commitment in the previous ECDMP.

Proposed energy conservation efforts for 2024 – 2028 are included as Appendix C.

5.0 Organizational Understanding:

5.1 Stakeholder Needs:

Internal stakeholders (Council, CAO, staff) need to be able to clearly communicate the corporate commitment to energy efficiency, and to develop the skills and knowledge required to implement energy management practices and measures. External stakeholders (the Province, community citizens and groups) need the municipality to be accountable for energy performance and to minimize the energy component of the costs of municipal services.

5.2 How We Manage Energy Today:

The management of energy consumption and the energy performance of our facilities are the responsibilities of Finance (cost management), Public Works Department (maintenance), and Department Managers (operations).

5.3 Trends in Energy Consumption:

Staff will continue to report on energy consumption as required by the Ministry of Energy before the annual July deadline. Note – submission of the ECDMP for 2024 has been delayed due to the adoption of a new energy management program (LAS) and other multiple demands. The ECDMP will be placed on the Township’s website and a hardcopy will be available for the public at the Municipal Office.

Energy Conservation and Demand Management Plan
Township of North Frontenac
From: 2024-01-01 to: 2028-12-31

5.4 Renewable Energy Utilized or Planned:

The Township of North Frontenac aspires to show leadership in the promotion and development of renewable energy systems that are compatible with our Asset Management and Land Use Planning objectives. As a result, we have identified a considerable number of energy reduction projects / initiatives for the new 2024-2028 plan (see Appendix C).

6.0 Strategic Planning

Links with other Municipal Plans:

As an integral component of the management structure, the energy management plan is coordinated with the municipality's budget planning process, preventative maintenance plans and the overall asset management plan. Energy use, cost reduction and GHG reduction support Council's Strategic Directions to identify efficiencies, protect the environment and manage / mitigate climate change impacts; while delivering efficient, sustainable and inclusive services.

7.0 Structure Planning

Consideration of energy efficiency for all projects:

We will incorporate life cycle cost analysis into the design procedures for all capital projects as well as procurement decisions for facilities, equipment and other municipal assets.

8.0 Resources Planning

8.1 Energy Leader:

The Chief Administrative Officer (CAO) is designated as the Energy Leader with overall responsibility for corporate energy management. All Department Managers will assist the CAO, providing updates on energy saving programs, initiatives and operational changes.

8.2 Energy Team:

All Department Managers and Supervisors will demonstrate leadership for all Township employees in energy conservation objectives. We recognize that technology alone will not achieve our energy conservation and demand management objectives. Simple actions such as turning off lights and electrical equipment, reducing the heating and cooling demand in workplaces, ensuring doors and windows are properly sealed and properly maintaining heating and cooling equipment all contribute to a reduction in energy costs.

8.3 Energy Training:

We will develop and deliver energy training for relevant staff. This training will not be limited to operators and maintainers with "hands-on" involvement with energy consuming equipment but will also include others since they also make energy consumption decisions in their daily work. Training focused on energy use and

Energy Conservation and Demand Management Plan
Township of North Frontenac
From: 2024-01-01 to: 2028-12-31

conservation opportunities associated with employee job functions will be utilized whenever possible.

9.0 Procurement Planning

Energy Purchasing:

We tendered the purchase of oil/propane in 2020 to realize cost savings from a competitive procurement process that addresses cost considerations, available energy services, energy quality and reliability, and other performance factors.

The new fuel system includes an electronic means of tracking fuel use by Department, vehicle and driver, to better monitor and manage fuel use.

10.0 Implementation Planning

Building Standards:

We will continue to explore opportunities for the incorporation of energy reduction technologies and methods related to the design of new or renovated municipal buildings, appliances etc.

11.0 Projects Execution

11.1 Municipal Level:

North Frontenac will carry out the required development of business procedures and communication programs and implement them methodically according to the planned time lines within the resource constraints that apply. The administration and implementation of this plan will be the responsibility of the CAO and Senior Management, however, it will also be the responsibility of all Township staff to be aware of their energy use and work towards conservation.

11.2 Asset Level:

We will use Department and facility energy team representatives to facilitate the implementation of facility level business procedures and communication initiatives, including energy performance reporting.

12.0 Review

Energy Plan Review:

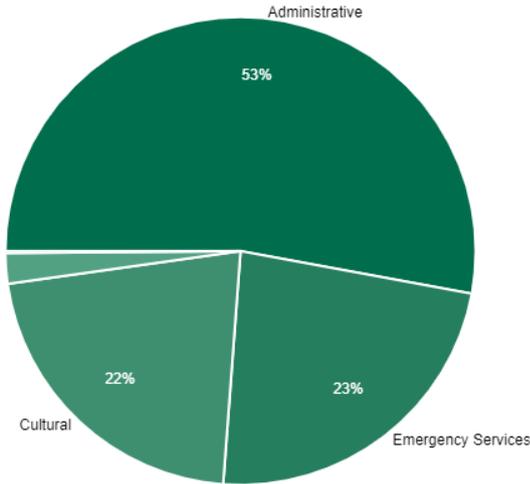
The CAO and Senior Management will review and evaluate our energy plan, revising and updating it as necessary, on an annual basis within our corporate planning process

Energy Conservation and Demand Management Plan Township of North Frontenac From: 2024-01-01 to: 2028-12-31

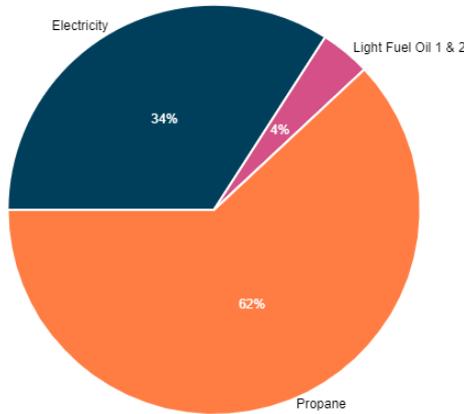
Appendix A – Energy Data 2019-1023

The following represents the Energy (ekwh/yr) use for the Township of North Frontenac from 2019 to 2023 inclusive. Energy Use is provided by facility type and energy type for 2023, and the annual usage for the previous five (5) years.

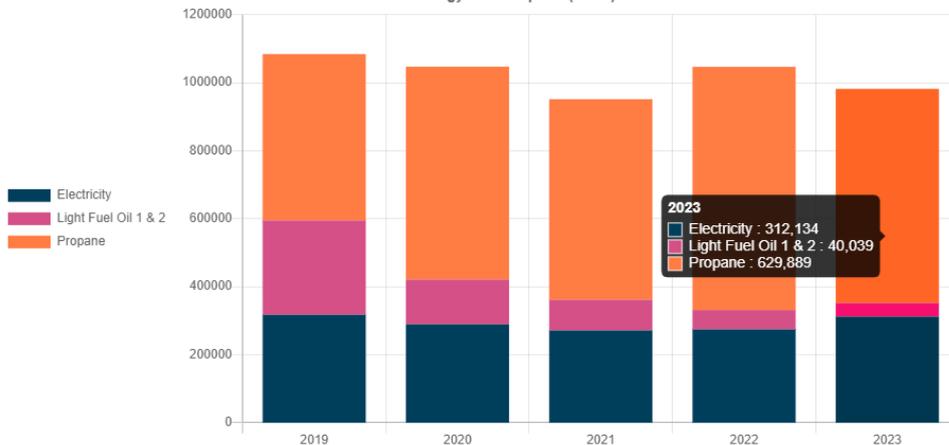
Total Energy Use (eKwh) by Building Type (2023)



Total Energy Use (eKwh) by Energy Type (2023)



Five Year Energy Consumption (ekwh)



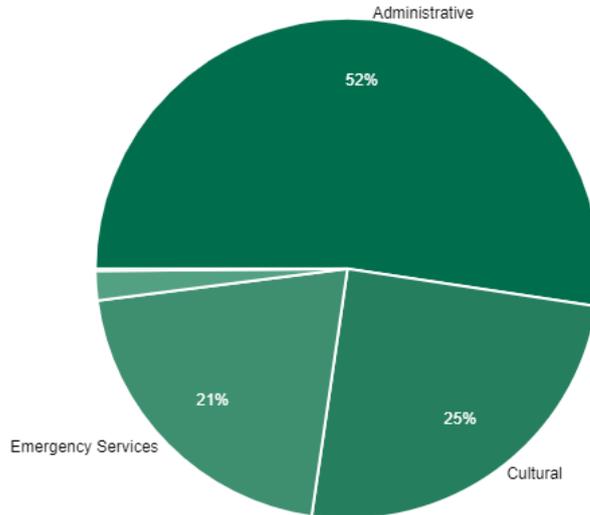
Energy Conservation and Demand Management Plan

01-01 to: 2028-12-31

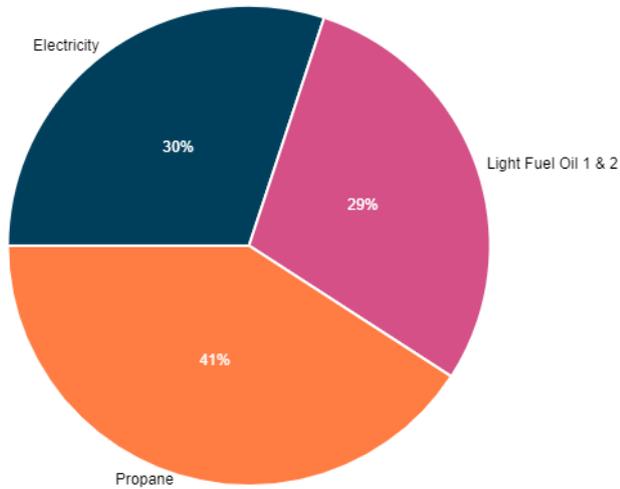
Appendix B – Baseline Data from 2018

The following represents the period from 2014 to 2018, with 2018 being used as the baseline year for comparison purposes.

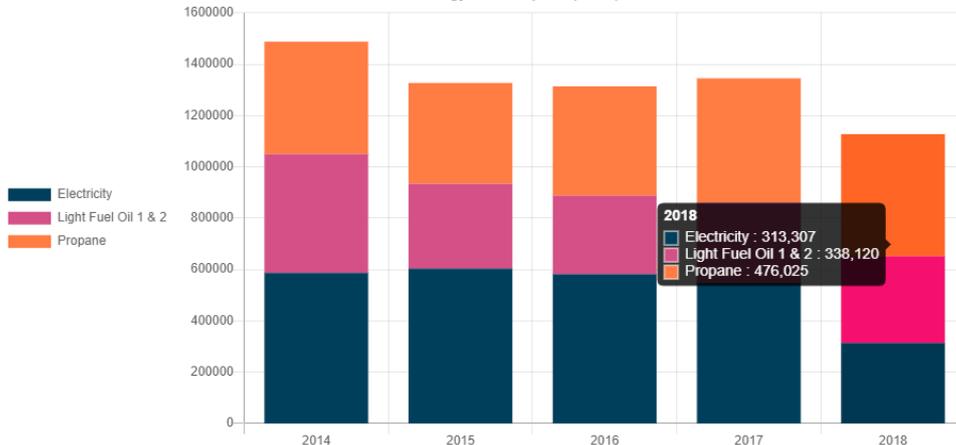
Total Energy Use (eKwh) by Building Type (2018)



Total Energy Use (eKwh) by Energy Type (2018)



Five Year Energy Consumption (ekwh)



**Energy Conservation and Demand Management Plan
Township of North Frontenac
From: 2024-01-01 to: 2028-12-31**

Appendix C - Proposed Energy Reduction Projects 2024 - 2028

| Description | Facility | Contact | Status | Cost | Save (ekWh/yr) | Save (\$) | ROI |
|---|--------------------|--------------------------------|---------|------|----------------|-----------|-----|
| Upgrades/repairs to windows, doors, insulation, caulking, exterior work, etc. To address needs identified by the Building Condition Assessment. | Various Facilities | Department Managers | Ongoing | tbd | 0 | 0.00 | |
| Details | | | | | | | |
| Replace out of service appliances etc. with energy star devices. | All Departments | Department Managers | Ongoing | tbd | 0 | 0.00 | |
| Details | | | | | | | |
| Consider use of cold climate heat pumps, when existing heating / cooling source requires replacement | Facilities | Appropriate Department Manager | Ongoing | tbd | | | |
| Details | | | | | | | |
| Continued transition to LED lighting with photocel switching | Facilities | Appropriate Department Manager | Ongoing | tbd | | | |

**Energy Conservation and Demand Management Plan
Township of North Frontenac
From: 2024-01-01 to: 2028-12-31**

| | | | | | | | |
|---|-------|----------------------------------|---------|-----|--|--|--|
| Details | | | | | | | |
| Support EV charging station initiatives | - | Manager of Community Development | Ongoing | tbd | | | |
| Details | | | | | | | |
| Assess potential use of EV for light duty vehicles when scheduled for replacement | Fleet | Appropriate Department Manager | Ongoing | tbd | | | |
| Details | | | | | | | |
| Consider use of battery powered maintenance tools when scheduled for replacement ie chain saws, lawn mowers etc | - | Appropriate Department Head | Ongoing | tbd | | | |

**Energy Conservation and Demand Management Plan
Township of North Frontenac
From: 2024-01-01 to: 2028-12-31**

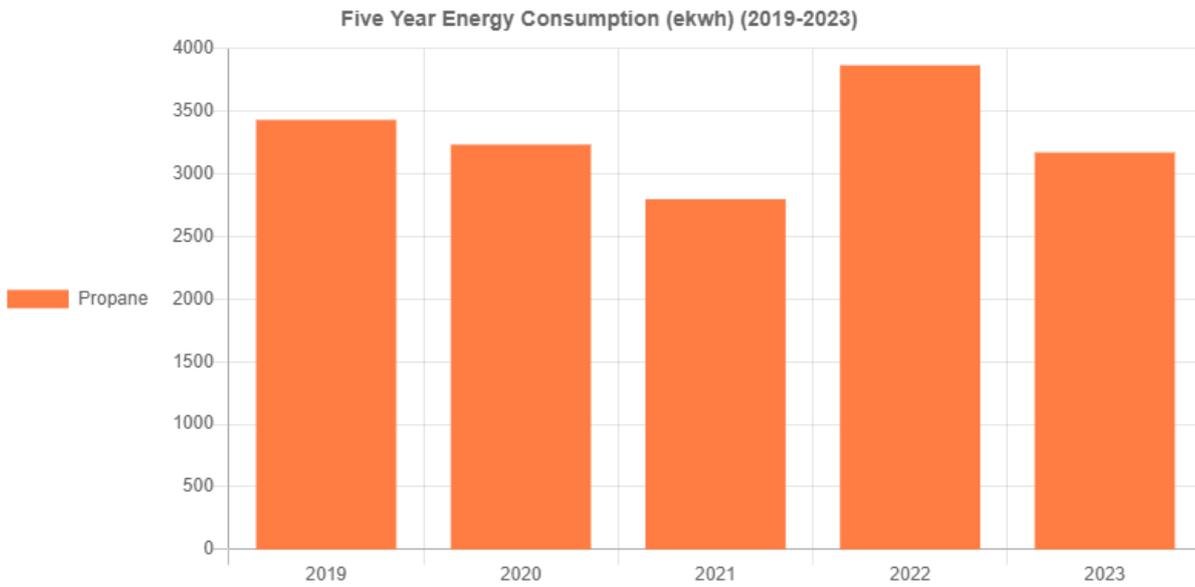
Appendix D - North Frontenac facilities / Operations summary, including streetlights

506 Waste Site 3444 Road 506 Cloyne ON K0H 1B0

Shelter

5 square meter floor space

782 Annual Hours of Operation



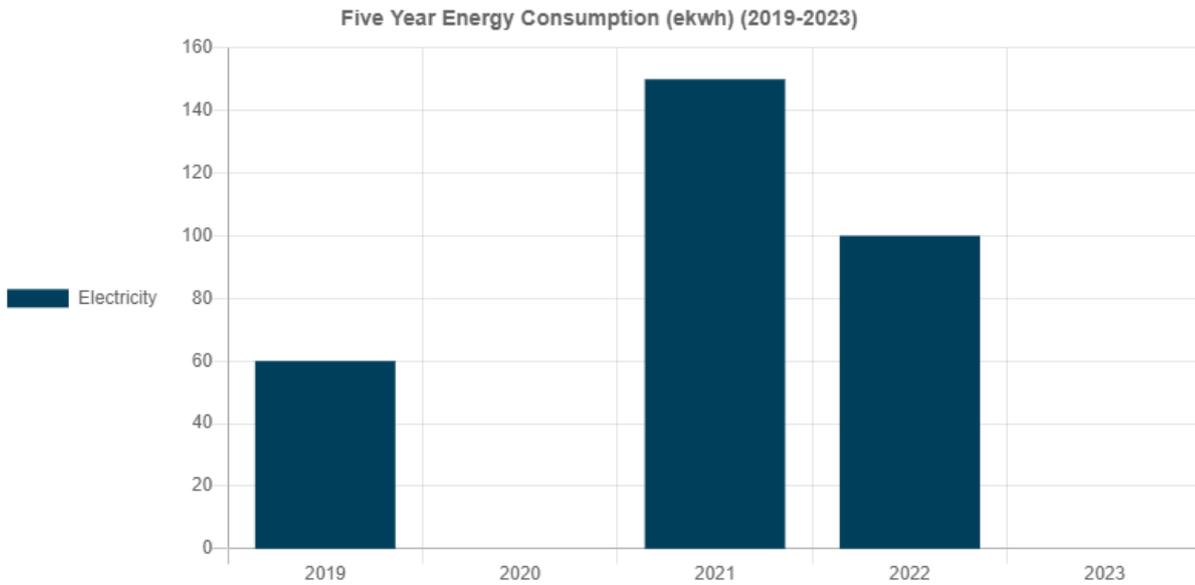
**Energy Conservation and Demand Management Plan
Township of North Frontenac
From: 2024-01-01 to: 2028-12-31**

Barrie Ball Park 14453 Hwy 41 Cloyne ON K0H 1K0

Barrie Ball Park/Recreation

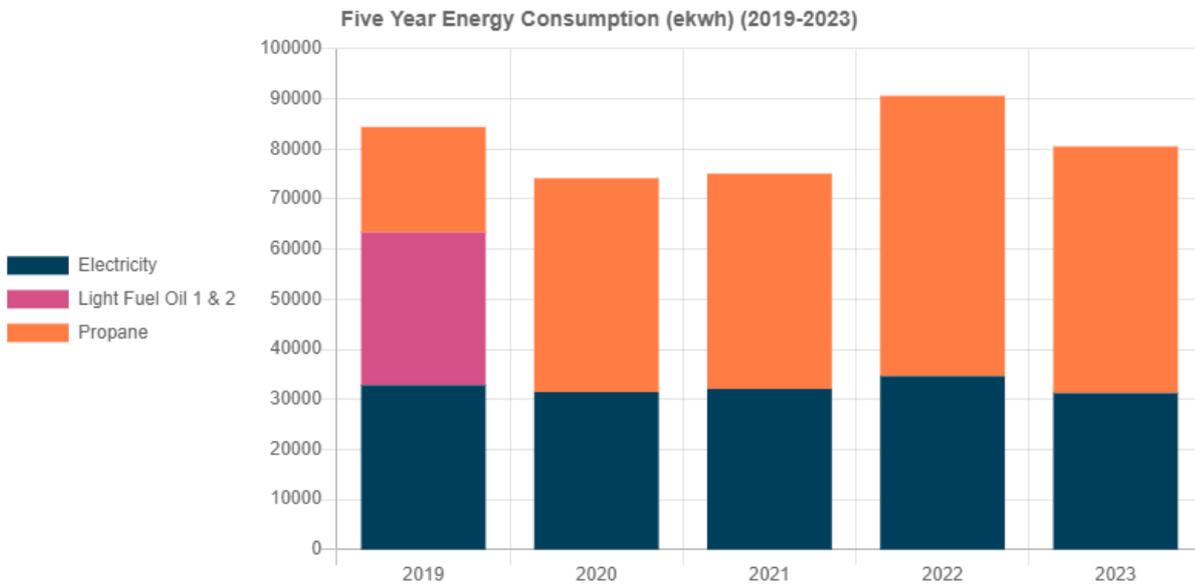
0 square meter floor space

8760 Annual Hours of Operation



Energy Conservation and Demand Management Plan Township of North Frontenac From: 2024-01-01 to: 2028-12-31

Barrie Hall/Library/Office HALL 14225 Hwy 41,
LIBRARY 1011 LITTLE POND ROAD Cloyne ON K0H 1K0
Community Hall/ Office/ Library
562 square meter floor space
2502 Annual Hours of Operation



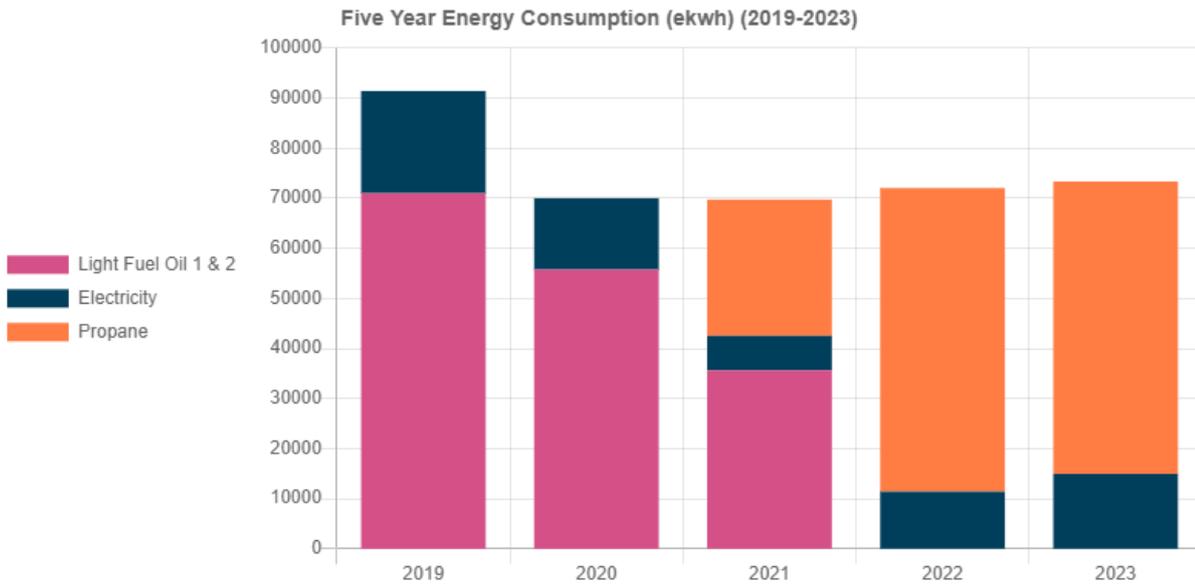
Energy Conservation and Demand Management Plan Township of North Frontenac From: 2024-01-01 to: 2028-12-31

Clar-Mill Hall/Plevna Rink 6598 Buckshot Road Plevna ON K0H 2M0

Community Hall / Rink and Change Room

1300 square meter floor space

1772 Annual Hours of Operation



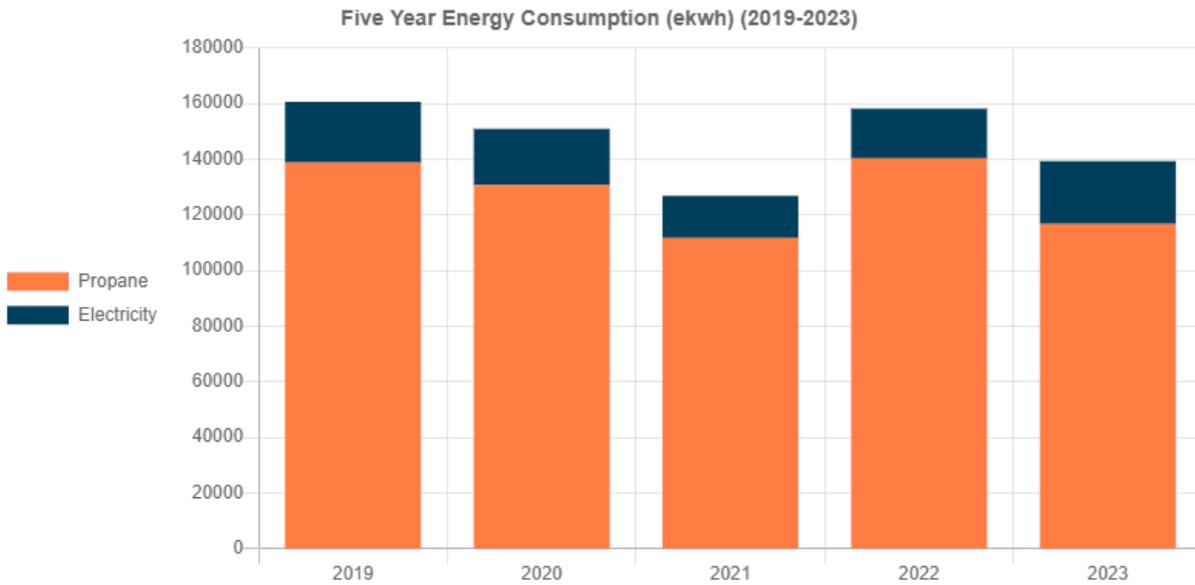
**Energy Conservation and Demand Management Plan
Township of North Frontenac
From: 2024-01-01 to: 2028-12-31**

Barrie Garage 1272 Hwy 506 Cloyne ON K0H 1K0

Garage

355 square meter floor space

2502 Annual Hours of Operation

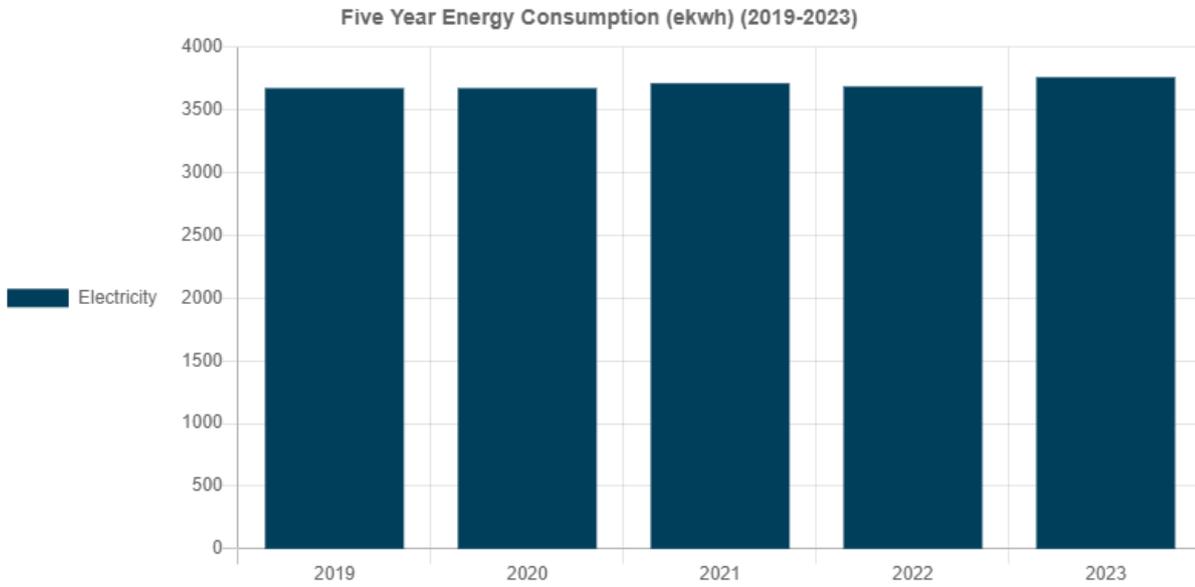


**Energy Conservation and Demand Management Plan
Township of North Frontenac
From: 2024-01-01 to: 2028-12-31**

Street Lights Cloyne

1 square meter floor space

3650 Annual Hours of Operation



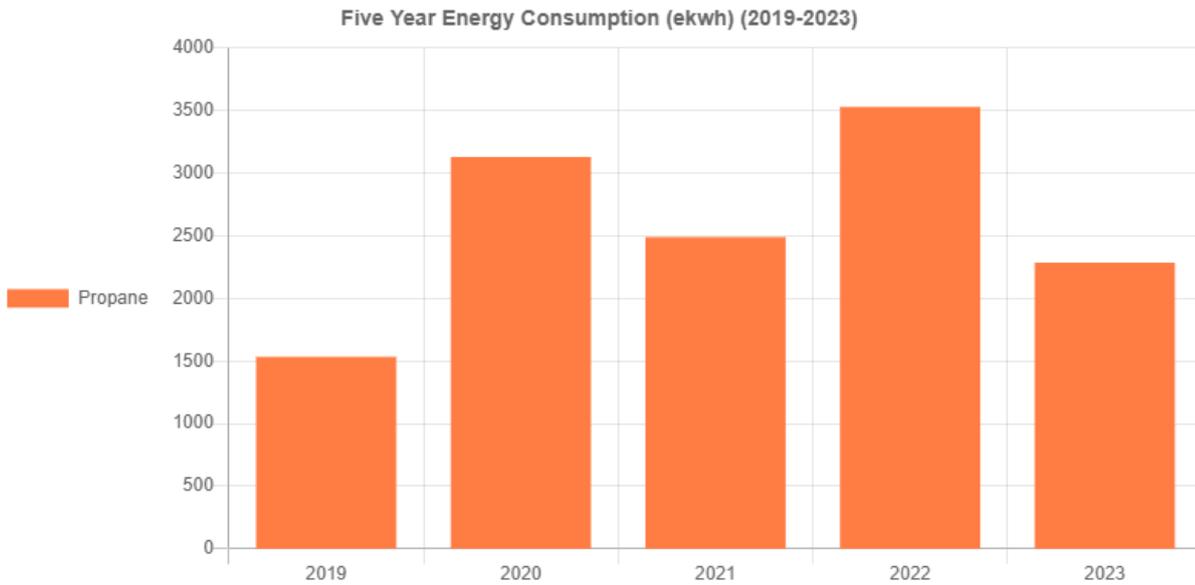
**Energy Conservation and Demand Management Plan
Township of North Frontenac
From: 2024-01-01 to: 2028-12-31**

Cloyne Waste Site Building 101 Skootamatta Lake Road Cloyne ON K0H 1K0

Shelter

5 square meter floor space

677 Annual Hours of Operation



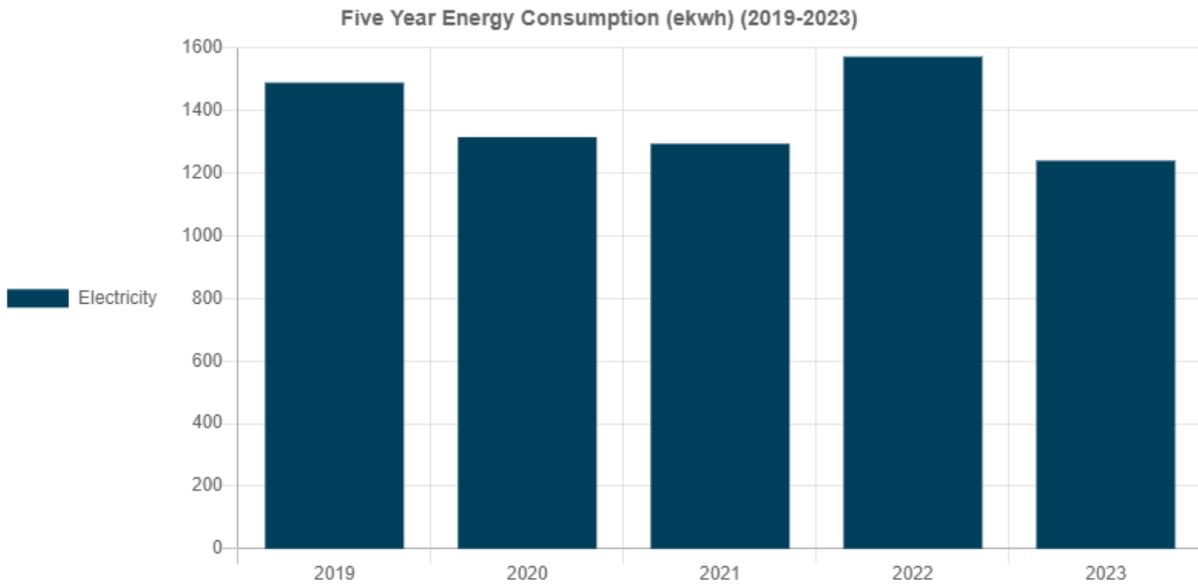
**Energy Conservation and Demand Management Plan
Township of North Frontenac
From: 2024-01-01 to: 2028-12-31**

Communications Tower/ Shelter RR 1 Ompah ON K0H 2J0

Tower/ Shelter

5 square meter floor space

8760 Annual Hours of Operation



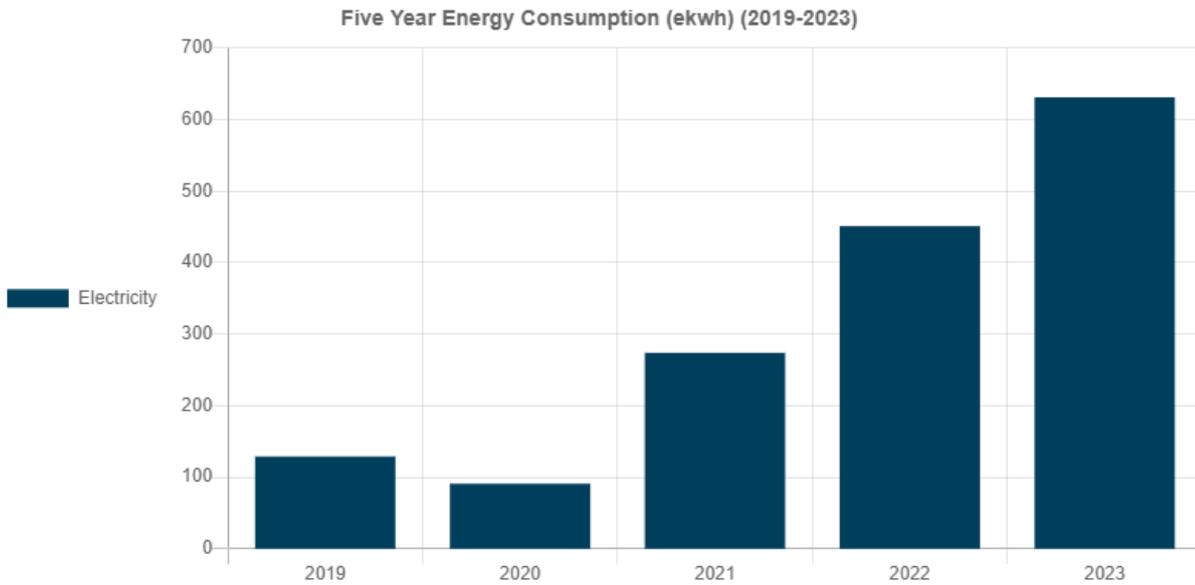
**Energy Conservation and Demand Management Plan
Township of North Frontenac
From: 2024-01-01 to: 2028-12-31**

Dark Sky Preserve 5816 Hwy 506 Plevna ON K0H 2M0

Star Gazing Pad

0 square meter floor space

3650 Annual Hours of Operation



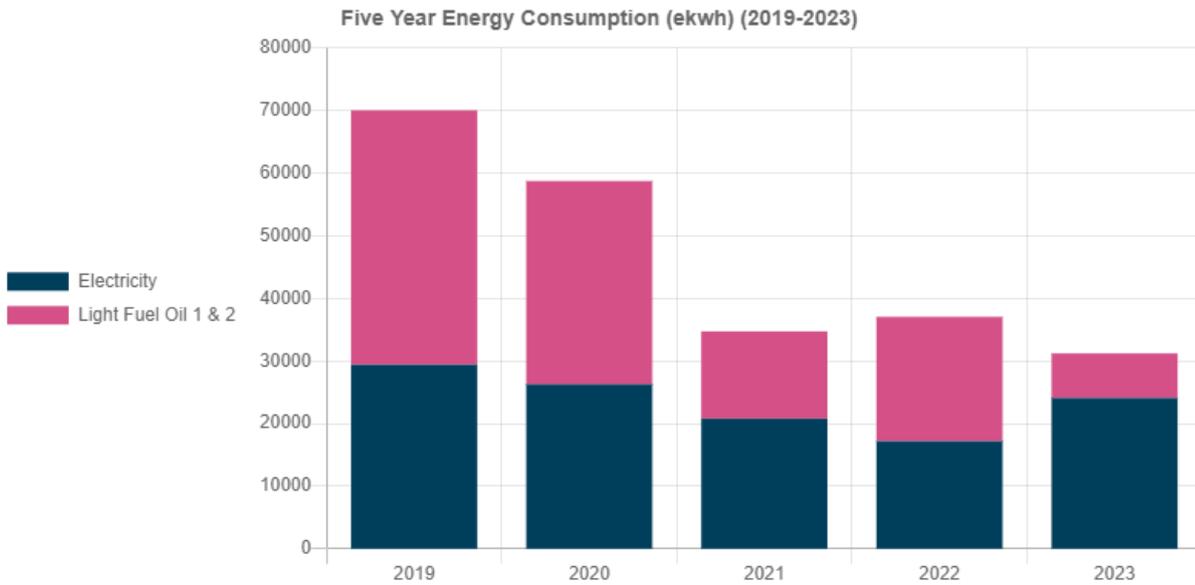
**Energy Conservation and Demand Management Plan
Township of North Frontenac
From: 2024-01-01 to: 2028-12-31**

Harlowe Hall 1047 Gull Lake Road Harlowe ON K0H 1B0

Community Hall

409 square meter floor space

625 Annual Hours of Operation



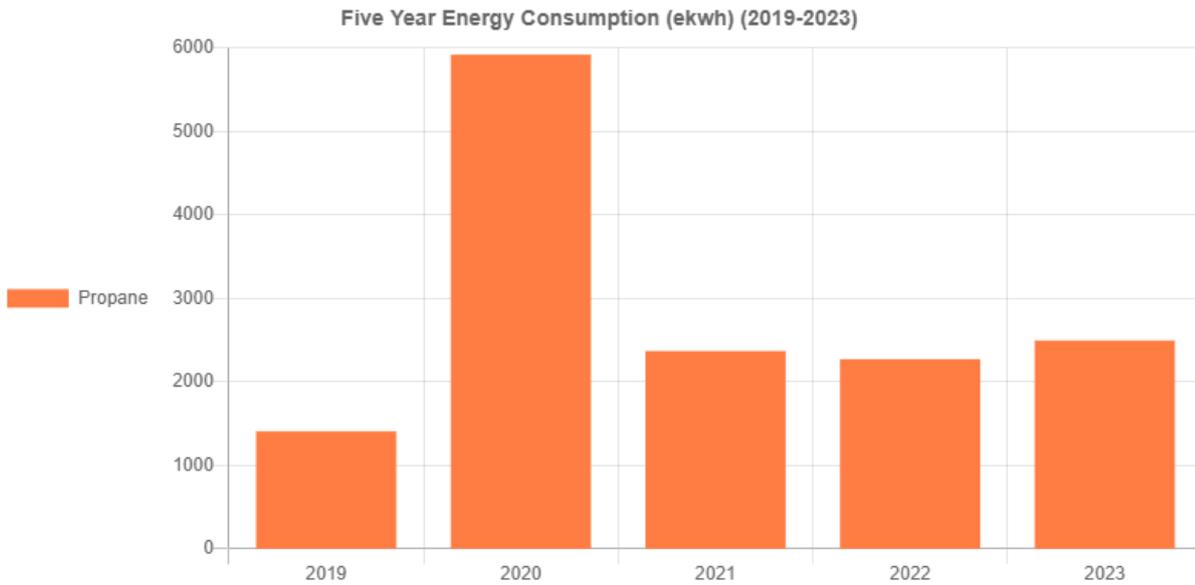
**Energy Conservation and Demand Management Plan
Township of North Frontenac
From: 2024-01-01 to: 2028-12-31**

Kashwakamak Waste Site 1749 Kashwakamak Lake Road Harlowe ON K0H 1B0

Shelter

5 square meter floor space

208 Annual Hours of Operation



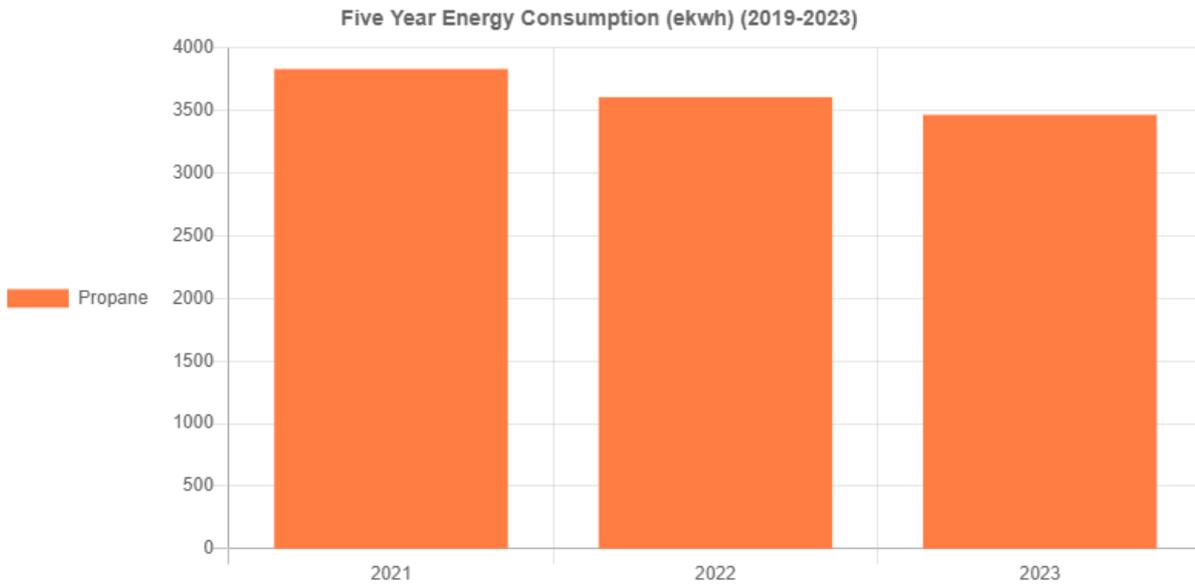
**Energy Conservation and Demand Management Plan
Township of North Frontenac
From: 2024-01-01 to: 2028-12-31**

Mississippi Waste Site 1177 Shiner Road Mississippi Sta ON K0H 2R0

Shelter

5 square meter floor space

417 Annual Hours of Operation



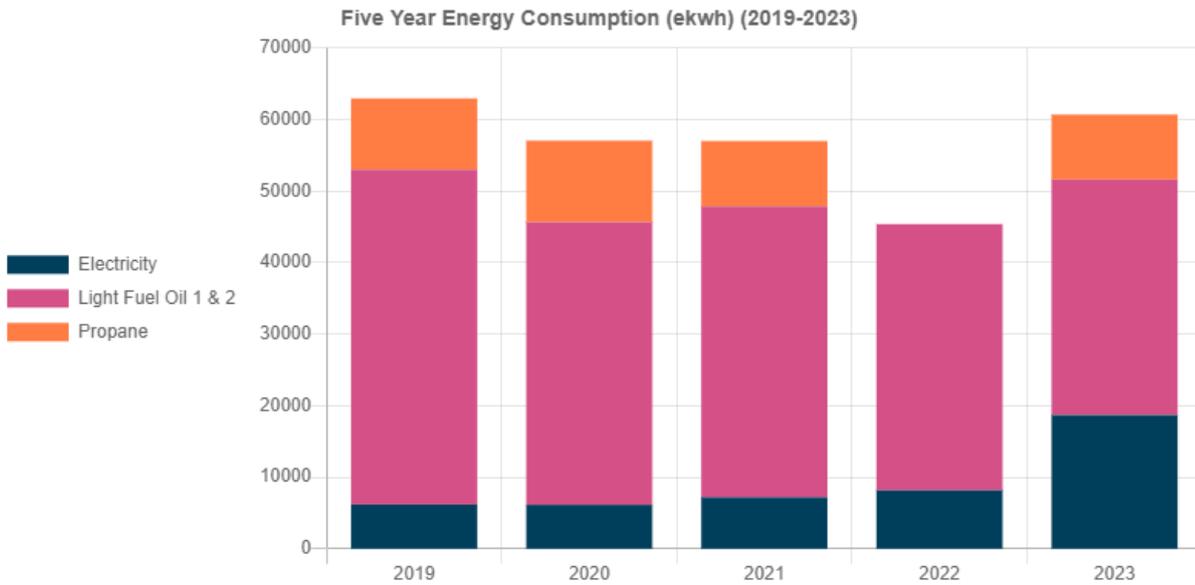
Energy Conservation and Demand Management Plan Township of North Frontenac From: 2024-01-01 to: 2028-12-31

Old MNR Office/ Library / Garage 6638 Buckshot Lake Road Plevna ON K0H 2M0

Office / Library / Garage

411 square meter floor space

729 Annual Hours of Operation



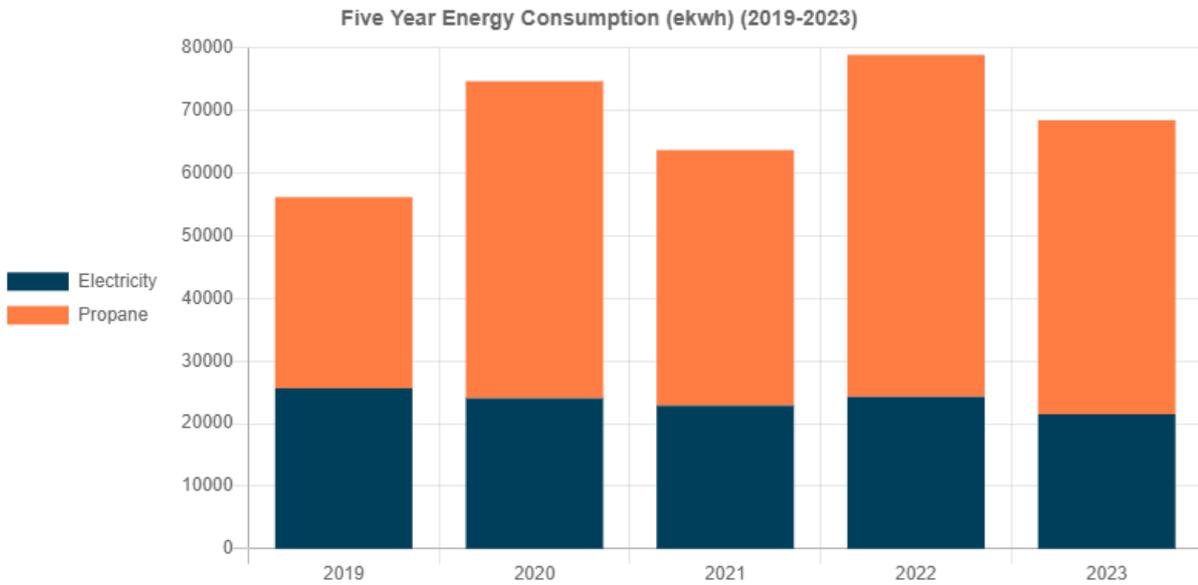
**Energy Conservation and Demand Management Plan
Township of North Frontenac
From: 2024-01-01 to: 2028-12-31**

Ompah Fire Hall/ Community Center/ Library 10200 Hwy 509 Ompah ON K0H 2J0

Ompah Fire Hall/ Community Center/ Library

320 square meter floor space

1094 Annual Hours of Operation



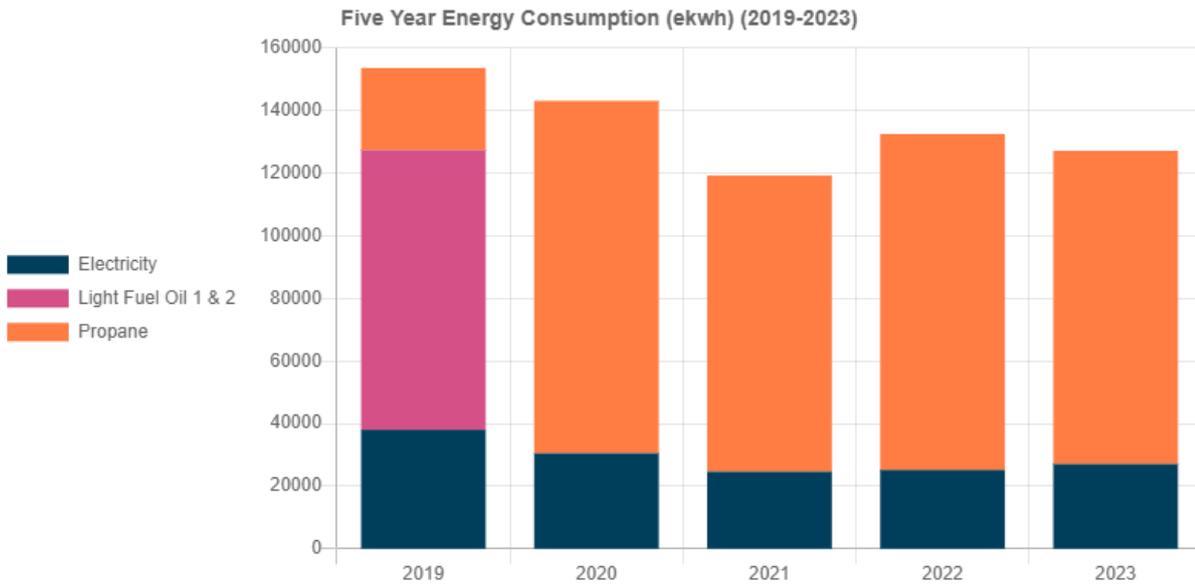
**Energy Conservation and Demand Management Plan
Township of North Frontenac
From: 2024-01-01 to: 2028-12-31**

Ompah Garage 11586 Hwy 509 Ompah ON K0H 2J0

Garage

551 square meter floor space

2919 Annual Hours of Operation



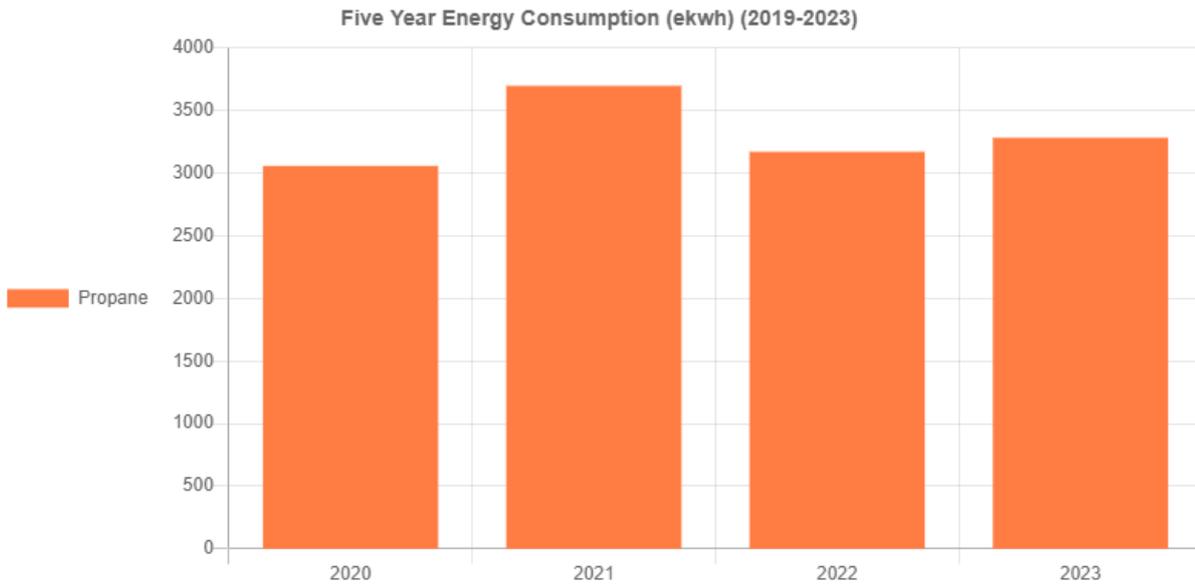
**Energy Conservation and Demand Management Plan
Township of North Frontenac
From: 2024-01-01 to: 2028-12-31**

Ompah Waste Site 10458 Road 509 Ompah ON K0H 2J0

Shelter

5 square meter floor space

208 Annual Hours of Operation



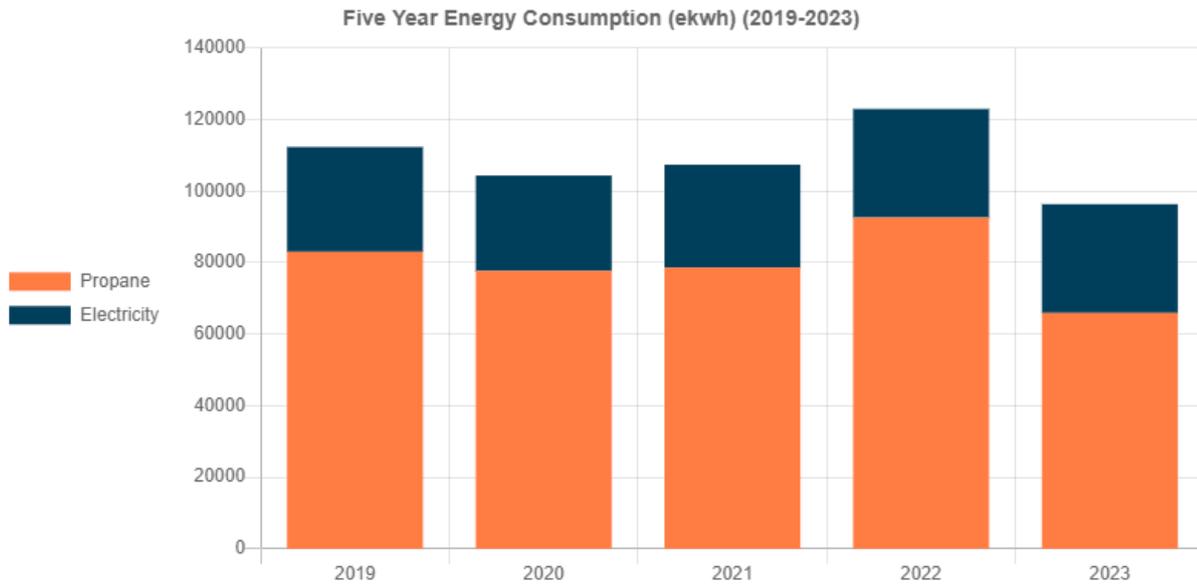
**Energy Conservation and Demand Management Plan
Township of North Frontenac
From: 2024-01-01 to: 2028-12-31**

Plevna Fire Hall 6648B Hwy 506 Plevna ON K0H 2M0

Fire Hall

484 square meter floor space

260 Annual Hours of Operation



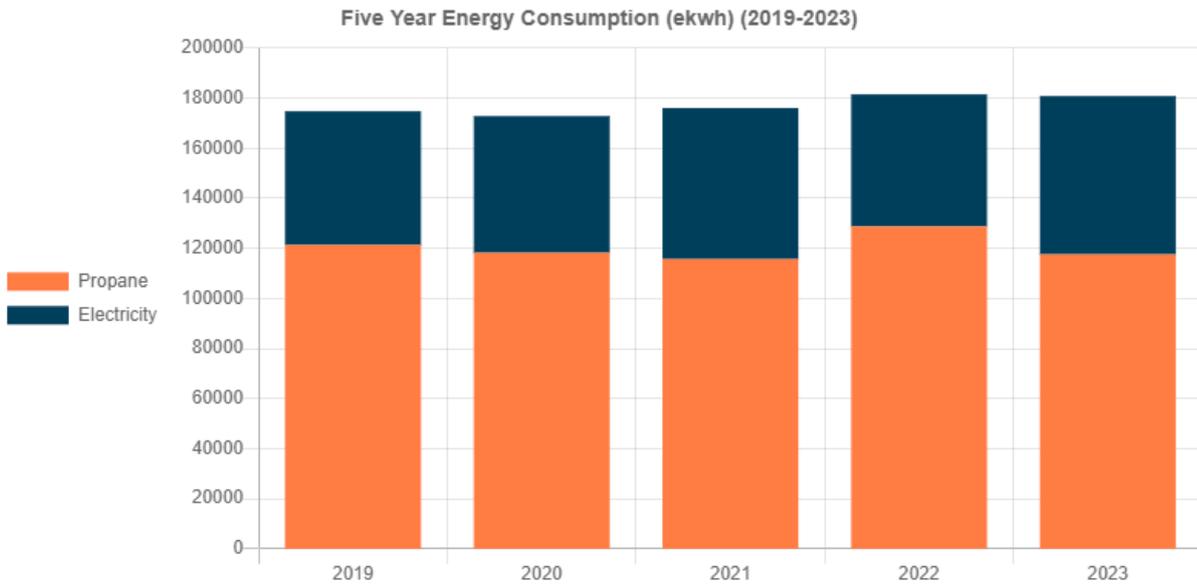
**Energy Conservation and Demand Management Plan
Township of North Frontenac
From: 2024-01-01 to: 2028-12-31**

Plevna Garage/ Municipal Office 6648 Hwy 506 Plevna ON K0H 2M0

Plevna Garage/ Municipal Office

864 square meter floor space

2085 Annual Hours of Operation



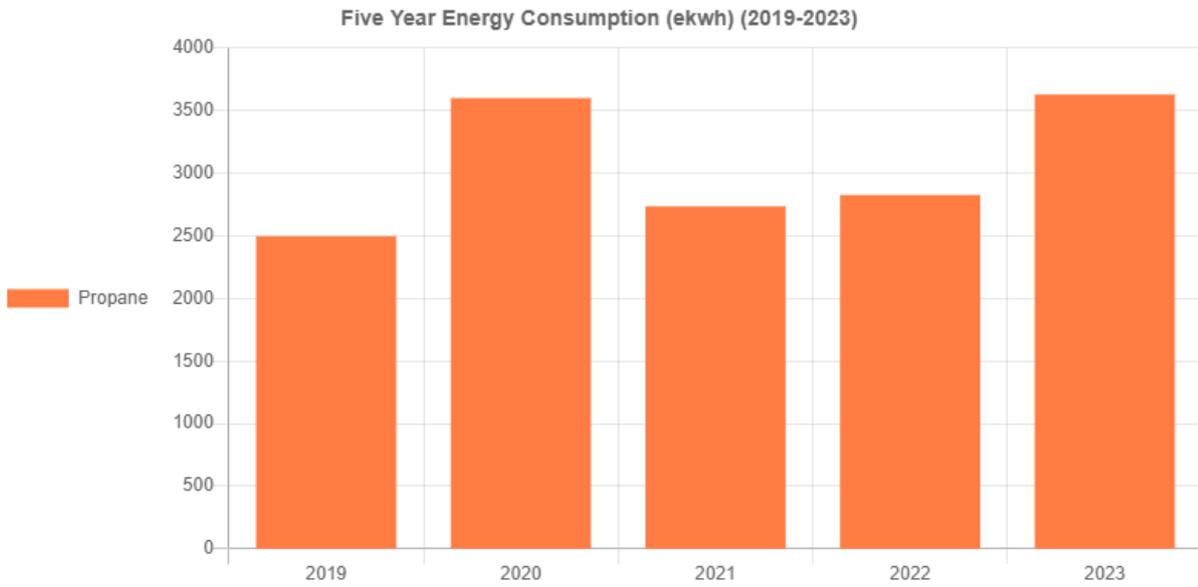
**Energy Conservation and Demand Management Plan
Township of North Frontenac
From: 2024-01-01 to: 2028-12-31**

Plevna Waste Site 6476 Buckshot Lake Road Plevna ON K0H 2M0

Shelter

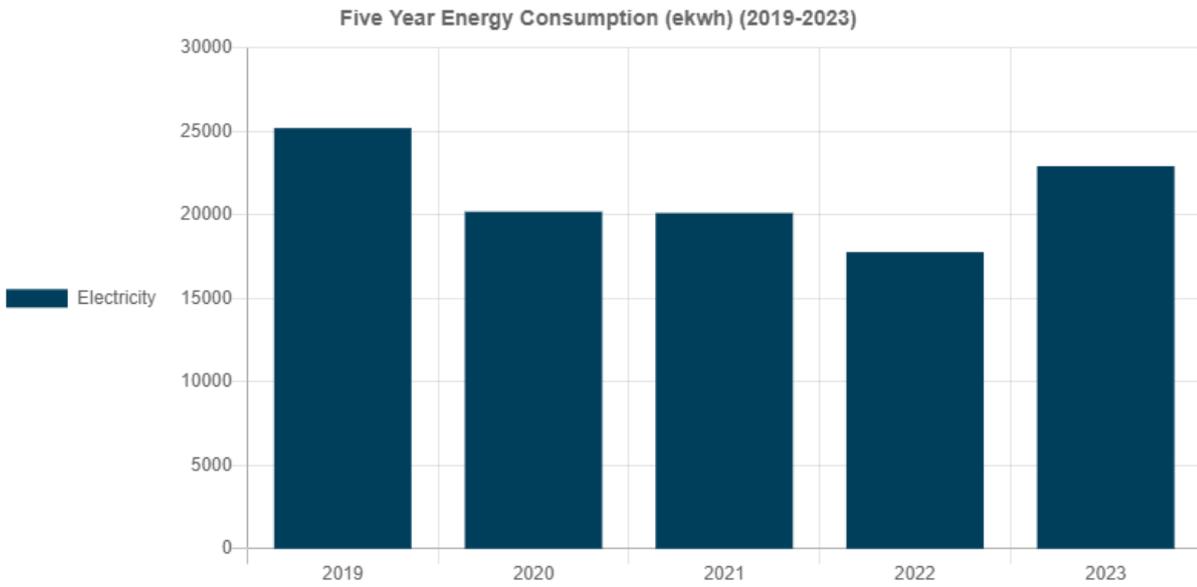
5 square meter floor space

938 Annual Hours of Operation



**Energy Conservation and Demand Management Plan
Township of North Frontenac
From: 2024-01-01 to: 2028-12-31**

Snow Road Community Hall 14073 Hwy 509 Snow Road ON K0H 2R0
Community Hall
107 square meter floor space
312 Annual Hours of Operation



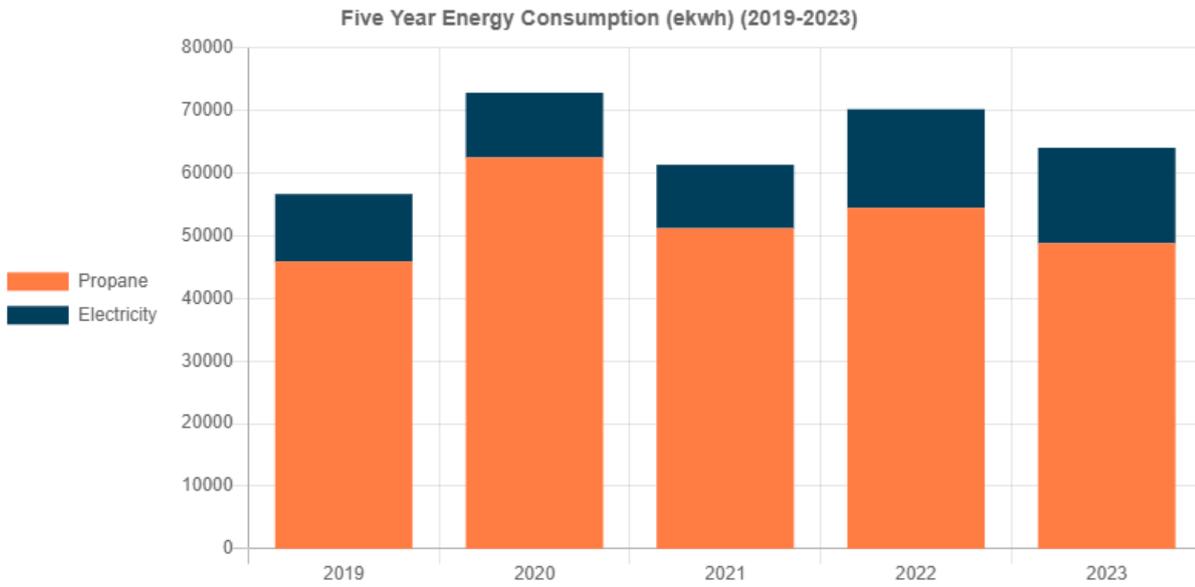
**Energy Conservation and Demand Management Plan
Township of North Frontenac
From: 2024-01-01 to: 2028-12-31**

Snow Road Fire Hall 14105 Hwy 509 Snow Road ON K0H 2R0

Fire Hall

313 square meter floor space

1459 Annual Hours of Operation



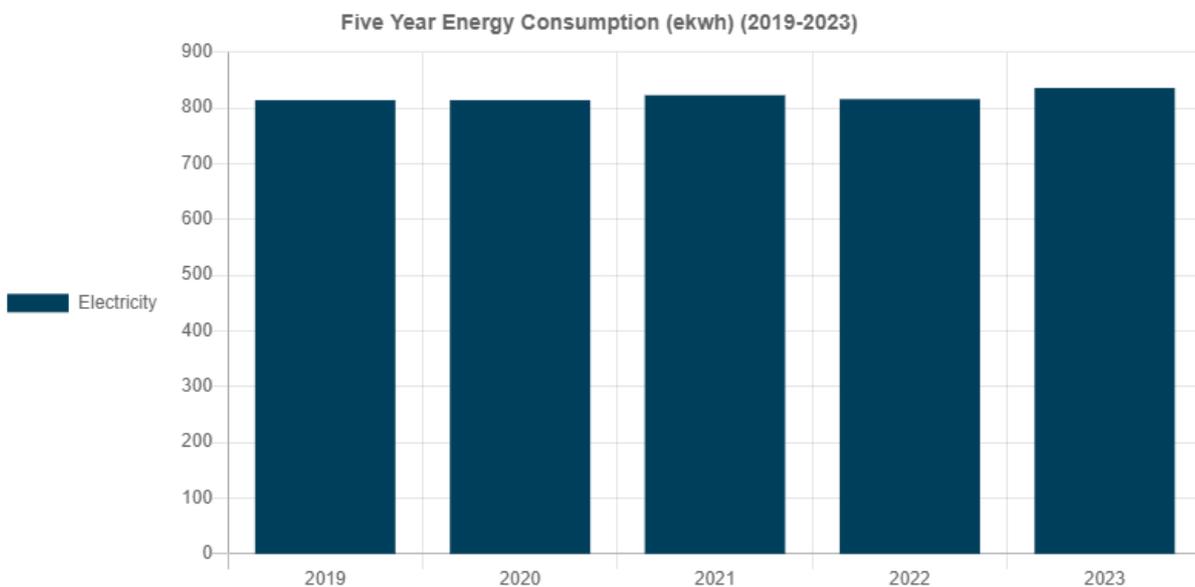
**Energy Conservation and Demand Management Plan
Township of North Frontenac
From: 2024-01-01 to: 2028-12-31**

| | | | |
|----------------------------|-------------------------|-----------------|---------|
| Snow Road Street Lights | 10 concession * lot 11 | Snow Road ON | K0H 2R0 |
| Tappins Bay Lights | RB Concession * lot 41 | Plevna ON | K0H 1K0 |
| Shabomeka Access Lights | 12 Concession* lot 23 | Plevna ON | K0H 1K0 |
| Plevna Street Lights | NER Concession * lot 40 | Plevna ON | K0H 2M0 |
| Ompah Street Lights | 3 Concession * lot 29 | Ompah ON | K0H 2J0 |
| Mississippi Street Lights | 10 Concession * lot 7 | Mississippi ON | K0H 2R0 |
| Cloyne Street Lights | RB Concession *lot 15 | Cloyne ON | K0H 1K0 |
| Ardoch Street Lights | NER Consession * lot 40 | Ardoch ON | K0H 1C0 |
| Fernleigh Street Lights | 11 Concession * lot 26 | Fernleigh ON | K0H 1K0 |
| Harlowe Street Lights | 2 Concession *lot 21 | Harlowe ON | K0H 1B0 |
| Harlowe at 41 Street Light | 8 Concession lot 31, | 41 & Harlowe Rd | K0H 1K0 |

Street Lights (typical for all installations – usage ranges from 600 to 5500 ekwh depending on the number of lights)

1 square meter floor space

3650 Annual Hours of Operation





Committee of Adjustment Minutes

1:00 PM - Monday, August 26, 2024
Council Chambers

Present: Carl Tooley (Chair), Garry Wood, Jim Ogilvie, and Brent Smith
Also Present: Tara Mieske, Secretary/Treasurer; Brooke Drechsler, Deputy Clerk/Assistant to the Planning Manager; Sonya Bolton, Manager of Community Planning, County of Frontenac (Electronic Participation); Dmitry Kurylovich, Project Manager/Senior Planner, County of Frontenac; and Jennie Kapusta, Community Planner, County of Frontenac

1. Call to Order

The Chair called the meeting to order at 1:00 p.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) *August 26, 2024*

30-24 Moved by Garry Wood, Seconded by Jim Ogilvie

Be It Resolved That the Committee approves the Agenda dated August 26, 2024, as circulated.

Carried

4. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

5. Delegations

None.

6. Adoption of Minutes

a) *Minutes of Meeting held July 22, 2024*

31-24 Moved by Garry Wood, Seconded by Jim Ogilvie

Be It Resolved That the Committee adopts the Minutes of a Meeting held on July 22, 2024, as circulated.

Carried

7. Business Arising Out of Minutes

None.

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

None.

9. Consent Applications

None.

10. Minor Variance Applications

- a) ***File #A08/24 - Plan 522, Lot 1; and Plan 699, Lot 5, Geographic Township of Barrie (1125 Rekrview Lane) - Request for Permission to Expand Legal Non-Complying Structure***

Dan Hayhurst, property owner, attended the meeting electronically on behalf of the applicant.

Jennie Kapusta, Community Planner, provided an overview of the request for permission to expand a legal non-complying structure. She advised the Applicant is proposing the following:

- Demolish a portion of the existing dwelling and construct an addition;
- Demolish and rebuild a portion of the existing uncovered and unenclosed deck along the water side of the existing dwelling, with a minimum waterbody setback of 10 metres (33 feet);
- Demolish an existing uncovered and unenclosed deck located along the south side of the portion of the existing dwelling that is to be removed;
- Construct a screen room addition to be attached to the proposed craft room addition with no further encroachment into the waterbody setback than the existing dwelling structure; and
- Construct an uncovered and unenclosed deck that wraps around the proposed screen room with a minimum waterbody setback of 11.8 metres (39 feet).

Kapusta advised the property is developed with a one storey dwelling, plus attached uncovered and unenclosed decks; a woodshed; a boathouse; and a Class 4 septic system and Class 1 septic system. She noted the property was two separate properties that have merged on title and cannot be sold independent of each other. The existing structure was originally 2 cottages that have merged over time into one structure.

Kapusta advised Mississippi Valley Conservation Authority were formally circulated and had no objections to the proposed development;. She advised the site visit by MVCA determined there were no steep slopes on property and does not meet criteria for an erosion hazard.

Kapusta advised the Township's Chief Building Official confirmed there is no need to upgrade the existing septic services to accommodate the proposed expansion. She noted no public comments received and recommended approval of the application subject to the conditions included in the Planning Report.

Garry Wood advised he attended the site on August 8, 2024. He noted the lot is well treed and well vegetated. He noted the existing structure is locate 15-20 feet up a relatively steep slope. Wood noted there are other accessory structures on the property; however they have little impact on the application. Wood recommended approval of the application subject to the conditions included in the Planning Report.

Drechsler advised there were no questions or comments from members of the public.

32-24 Moved by Garry Wood, Seconded by Jim Ogilvie

Be It Resolved That Planning Application File #A08/24 – Request for Permission to Expand Legal Non-Complying Structure – Michele Hayhurst, 1125 Rekrview Lane - shall be approved subject to the conditions noted in the planning report;

And That the Secretary shall forward a copy of the Notice of Decision to the Applicant and each person or public body that made a written request to be notified and any other person or public body prescribed by September 16, 2024.

Carried

- b) ***File #A09/24 - Part of Lot 33, Concession 10, Madawaska River - Request for Permission to Expand Legal Non-Complying Structure***

Jim Millar, Applicant, was present for the hearing.

Dmitry Kurylovich, Senior Planner, provided an overview of the request to expand a legal non-conforming structure. He advised the Applicant is proposing the following:

- Demolish the existing structure and rebuild within the same footprint;
- Expand the footprint of the existing one storey non-complying dwelling with the expansion located to the west and south of the existing footprint.
- Reduce the waterbody setback on the western side of the dwelling from 14.31 metres (46.98 feet) to 12.5 metres (41.0 feet)
- Raise the height of the building to comply with the Ontario Building Code.

Kurylovich advised the property is developed with a one storey dwelling and privy. He

noted some vegetation may need to be removed to allow the proposed expansion, however the trees are considered hazardous due to proximity to dwelling and health of trees. He advised the removal of the trees has been approved by the Ministry of Natural Resources and Forestry (MNRF).

Kurylovich advised a Work Permit has been issued by MNRF for the proposed development. He advised the Township's Chief Building Official (CBO) advised a class 2 system (grey water pit) will be required if the structure contains any plumbing or drains; and that the system must be setback 30 metres from the high water mark. Mr. Millar advised he has no intention of installing plumbing or fixtures in the proposed structure.

Kurylovich noted the shoreline is well vegetated; and that, due to shape of parcel, any increase in the width of the dwelling would result in a reduced setback. He advised there is no anticipated impact on the quality of the river or the shoreline aesthetic. Kurylovich recommended approval of the application subject to the conditions included in the Planning Report.

Carl Tooley attended the site on August 15, 2024;. He noted the required marking cards were posted. He advised the structure is located on Crown Land on Madawaska River and is an older structure which needs to be replaced. He noted MNRF is supportive of the proposed structure and recommended approval of the application subject to the conditions included in the Planning Report.

Jim Ogilvie asked if there is location for the parking of a barge along the shoreline. Mr. Millar advised there is an adequate location.

Mr. Millar noted the Ontario Building Code (OBC) sets out a 15 metre setback from the high water mark for a septic system and asked for clarification regarding the Township's requirement for a 30 metre setback. Kurylovich advised the OBC sets out the bare minimum for requirements and the Planning Act allows for more restrictive measures.

Mr. Millar advised the work permit from MNRF allows for a 15 metre setback for a privy. he asked if information regarding grey water filters had been considered as there have been many upgrades to the systems.

Kurylovich advised if there is a future proposal for a grey water pit within 30 metres, a Minor Variance would be required. He noted Mr. Millar can meet with the CBO to discuss potential locations and setbacks of a grey water pit; and amend the application to include a reduced setback. Mr. Millar advised he does not want to defer the decision on the application and will not install any fixtures, but will discuss with the CBO to see about future options for a system.

Wood asked if the applicant would be able to apply for a Minor Variance in the future for a septic system. Kurylovich advised an application could be submitted; however planning staff may not support a reduced setback from the high water mark if the 30 metre setback

is achievable. Tooley asked Mr. Millar how the grey water will be disposed of. Mr. Millar advised it will be disposed of in the yard. Kurylovich advised there are established best practices for the disposal of grey water in a responsible manner.

Mr. Millar advised that, as there is no shower or sink in place, the grey water will be disposed of outside; and that he would like to proceed with a decision on the application in front of the Committee with no amendments. Ogilvie noted, based on the provided site plan, there appears to be space at the rear of the property for a grey water pit. Tooley advised there is a slope towards the rear of the property with rock out crops.

Drechsler advised there were no questions or comments from members of the public.

33-24 Moved by Jim Ogilvie, Seconded by Garry Wood

Be It Resolved That Planning Application File #A09/24 – Request for Permission to Expand Legal Non-Complying Structure – Ministry of Natural Resources and Forestry (Applicant: Jim Millar) - shall be approved subject to the conditions noted in the Planning Report and the MNRF Work Permit;

And That the Secretary shall forward a copy of the Notice of Decision to the Applicant and each person or public body that made a written request to be notified and any other person or public body prescribed by September 16, 2024.

Carried

11. Other Business

None.

12. Adjournment

a) Adjournment of the Committee Meeting

34-24 Moved by Garry Wood, Seconded by Jim Ogilvie

Be It Resolved That the meeting adjourns at 1:48 p.m. until September 23, 2024, at 1:00 p.m. or at the call of the Chair.

Carried

Chair

Secretary



Economic Development Task Force Minutes

9:30 AM - Monday, September 23, 2024
Council Chambers

Notes of the Economic Development Task Force held on Monday, September 23, 2024 at 9:30 AM at the Council Chambers.

- Present:** Deputy Mayor John Inglis (Chair in Councillor Regent's absence); Councillor Roy Huetl; Danielle Kesco; and Paul Thiel
- Absent with Regret:** Councillor Stephanie Regent, Betty Hunter, Cyndy Bonello and Dan Vaillancourt.
- Also Present:** Brooke Ross, Dipl.M.A., Manager of Community Development (MCD); Richard Allen, Manager of Economic Development, Frontenac County and Lori Newman (Secretary)

1. Call to Order

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

2. Traditional Land Acknowledgement

3. Disclosure of Pecuniary Interest and General Nature Thereof

None.

4. Economic Development Task Force Notes

- a) *Notes of the August 19, 2024 EDTF Meeting as approved via email and were received for information at the September 12, 2024 Regular Meeting of Council.*

5. Business Arising

- a) *Identify barriers to housing development and potential solutions – Inglis, Regent, Kesco*

The County Planners will be meeting with the Task Force on October 2, 2024 regarding the Official Plan Amendment and Zoning By-law Amendments to update Township Policy on Accessory Residential Units. This will allow the working group to create a more focused plan to identify barriers to housing development and potential solutions.

- b) *Fall Business Bus Tour – Vaillancourt, Hunter*

The working group reported that the Bus Tour for Businesses to attend other businesses throughout the Township in 2024 has been cancelled due to a significant number of

businesses that are not participating in this event and the cost of the bussing. The EDTF will discuss at the next meeting regarding a 2025 potential Bus Tour

c) *Welcome Package – Bonello*

The MCD reported that Cyndy Bonello has completed an inventory of the brochures, business cards and advertising products for the welcome packages and will be reaching out to additional businesses to get more promo materials, business cards and brochures. The EDTF recommended to include the Visitor Guide and Community Profile in the Welcome Packages.

d) *Business Breakfast (October 3, 2024) – Hunter, Huetl, Bonello*

The MCD reported that the working group has received 19 RSVP's for the October 3, 2024 Business Breakfast at the Clar-Mill Hall. A reminder email will be sent to the businesses this week.

e) *Business Profiles -Thiel*

The MCD advised that Derrick Lancaster has resigned from the EDTF. Paul Thiel will continue to complete future Business Profiles.

f) *SummerFest (July 19, 2025)- Inglis, Hunter, Bonello*

The Summer Event sub-committee reported that they have not yet started to plan the third annual North Frontenac Summer Event planned for July 19, 2025.

g) *WinterFest (February 22, 2025) - Inglis, Hunter, Bonello*

The WinterFest date has been set for February 22, 2025 and the sub-committee will meet soon to begin planning this event.

h) *Spring/Fall Foodilicious Event - Thiel, Regent, Kecso*

The sub-committee working on the Spring/Fall Foodilicious initiative will be meeting to discuss a potential event in the Spring of 2025 and will report back to the EDTF.

i) *Mural Project (Unveiling October 4, 2024)*

The unveiling of the Round 9 Art Murals will take place at the North Frontenac Regular Meeting of Council on October 4, 2024.

j) *Information Booth Kiosk – Regent, Kecso, Thiel*

No update - project pending.

6. New Business

a) *2025 Work Plan*

The EDTF reviewed and discussed the Draft 2025 Work Plan so that anything financial will be included in the proposed budget for 2025. This will be discussed again at the October EDTF meeting when more members are present.

b) 2025 Budget

The EDTF reviewed and discussed the Draft 2025 Economic Development Budget. This will be discussed again at the October EDTF meeting when more members are present.

c) Resignation of Derrick Lancaster

The EDTF would like to thank Derrick for his contributions and input and wish him well in his future endeavours.

The EDTF discussed the possibility of a replacement member. The EDTF will make recommendations to Council regarding advertising for a potential new member at the October 4, 2024 Council Meeting.

7. Adjournment

a) Meeting adjourned at 11:14 a.m.

NOTE : The next meeting of the EDTF will take place on Wednesday, October 2, 2024 at 1:00pm at the Municipal Council Chambers located at 6648 Road 506, Plevna.

Recommendations to Council

Be It Resolved That Council receives for information the September 23, 2024 Notes of the Economic Development Task Force (EDTF);

And That due to a member Resignation, Council approves the MCD advertising for a new member of the EDTF, for future consideration by Council.

Received by Council on October 4, 2024.

Councillor Stephanie Regent, Chair
Township of North Frontenac EDTF



Environmental Task Force Minutes

9:30 AM - Tuesday, September 24, 2024
Council Chambers

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

Absent with Regret: Katie Surra; and Mike Ward

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

1. Call to Order

The Chair called the meeting to order at 9:31 a.m.

2. Traditional Land Acknowledgement

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

3. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

4. Environmental Task Force Notes

- a) ***Notes of the August 28, 2024 Meeting were approved by the Task Force via email and were received for information at the September 12, 2024 Council meeting.***

5. Business Arising

- a) ***Draft Terms of Reference***

The Task Force completed the draft Terms of Reference and they are provided in the Council Agenda for Council's consideration. The Task Force will focus on a Work Plan at the next meeting.

6. New Business

- a) ***Review of Draft Proposed Energy Reduction Projects***

Darwyn Sproule, Public Works Manager, provided an update of the Township's Energy Conservation and Demand Management Plan. The goal was to reduce energy consumption by 5% over the past five years. The actual energy consumption was reduced by 10% and greenhouse gases were reduced by 20%. A majority of the savings can be contributed to converting furnaces in Township facilities from oil to propane. The goal for the next five years is to reduce energy consumption by 6%. He advised heat pumps and LED lighting are examples of potential costs savings initiatives at some of our facilities throughout the future.

b) *Other Municipal Environmental Programs and Local Groups*

Paul Asselin provided an update on some research he completed on programs, policies and analysis from other municipalities, including LED lighting, blue box operations, not permitting organics in landfills, transportation analysis, tree programs, grants, green construction workshops, electricity summits and mini seminars, etc.. These programs and policies may be researched further when implementing the work plan.

Paul Asselin and Marlene Spruyt are going to look into some other local environmental groups including the Climate Network Lanark, Frontenac Stewardship Council, South Frontenac group, etc. and provide more details to the Task Force on their initiatives and potential support.

c) *Accessory Dwelling Units*

Councillor Huetl provided an update on an Official Plan and Zoning By-law Amendment being considered by Council to update the Township's Policies to permit Accessory Dwelling Units in accordance with the Provincial mandate. He noted the Economic Development Task Force will be meeting with the County Planners to discuss the policies and will be encouraging the policies to only apply to properties zoned Rural, Limited Service Rural and Hamlet. He noted there are concerns with environmental impacts if permitted on waterfront properties.

d) *North Frontenac Lake Association Alliance*

Bruce Moore advised he is representing the North Frontenac Lake Association Alliance on the Task Force and as part of his role he would like to see recommendations provided to Council on implementing a septic inspection program and policies on short-term rentals. It was the consensus of the Task Force that these will be discussed as part of the Work Plan.

7. *Adjournment*

- a) *The meeting adjourned at 11:23 a.m. The next meeting will be held on October 29, 2024 at 9:00 a.m.***

Councillor Roy Huetl, Chair

Environmental Task Force

Terms of Reference September 2024

Mission

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

Vision

Healthy and resilient natural environment and communities.

Mandate

May provide recommendations on:

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

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

Membership:

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

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

and the following Staff:

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

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

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

Tasks and Milestones:

Inaugural Task Force meeting to a draft Terms of Reference for Council's consideration. (Meeting was at the call of the Chair and held on August 28, 2024, at 9:00 a.m. in the

Council Chambers).

Accountability:

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

Conflict of Interest Guidelines:

Council Members and Township employees are responsible for complying with the Township's policies and guidelines on conflict of interest, outside activities, gifts and hospitality.

The Voluntary Sector Members shall:

- a. Be accountable for their accessibility and responsiveness, and to each other, as Members of a team, for participating, collaborating and doing their best to advance the joint process in good faith.
- b. act with honesty, integrity and openness in advancing the joint process.
- c. not use their position on the Task Force to benefit materially from the process or the outcomes.
- d. not be eligible on an individual basis for contracts or other paid work commissioned by the Task Force or Council, unless the Procurement By-law requirements are met.

Time Frame and Meetings:

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

Operating Principles for Task Force Meetings:

- a. Quorum
Although Task Force membership is non-substituted, Council agrees that it is not necessary to establish the number of Members necessary for a Quorum; however, at least one (1) Member of Council and the CAO or Manager shall be present and careful consideration will be taken to ensure good representation from the voluntary sector when discussions on key issues take place or recommendations are formulated.
- b. Reaching Agreement
Task Force Members will seek to reach consensus wherever possible. If for whatever reason, consensus cannot be achieved, the Task Force Members may agree to a recommendation, through another process, such as voting or permitting dissenting reports.
- c. Expert Members and Invited Guests

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

d. Expenses Incurred by Task Force Members

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

e. Indemnification of Voluntary Sector Members

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

Note: This Terms of Reference is worded in accordance with the Township's current Procedural By-law #26-23. The Chair will advise the Task Force of any amendments made by Council to the Township's Procedural By-law in regard to Task Forces.



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 |
|---|--|

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 |
|---|--|

The Corporation of the Township of North Frontenac
By-law # 2024-58

Being a By-law to Regulate the Height and Type of Fences within the Township of North Frontenac

Whereas Section 11 of the Municipal Act 2001 S.O. 2001, c.25 provides that a lower-tier municipality may pass By-laws respecting structures, including fences;

And Whereas the Council of Corporation of the Township of North Frontenac deems it expedient to pass a By-law to regulate the erection and maintenance of fences;

Now Therefore Be It Resolved That Council enacts as follows:

1. Definitions

By-law Enforcement Officer shall mean the By-law Enforcement Officer appointed for the Township of North Frontenac

Chief Building Official shall mean an officer or employee of the Corporation of the Township of North Frontenac appointed by By-law in accordance with the provisions of the Ontario Building Code.

Council shall mean the Council of the Township of North Frontenac.

Driveway shall mean a vehicle access provided between a street and a parking area/space or a loading space.

Electrical Fence shall mean a fence through which electricity passes.

Erect shall mean alter, construct, plant, grow, place and relocate.

Fence shall mean any barrier or structure constructed of chain link, metal, wood, stone, brick or other similar materials or combinations of such materials which is erected for the purpose of screening, safeguarding, enclosing property or delineating property lines but does not include a retaining wall.

Height shall be measured from the ground where the fence posts are embedded to the top of the fence.

Highway shall mean a common and public highway and includes any bridge, trestle, viaduct or other structure forming part of the highway and, except as otherwise provided, includes a portion of a highway.

Hydro Massage Pool shall include pools commonly referred to as hot tubs, whirlpools, Jacuzzis or spas.

Lot Line shall mean a boundary line of a lot.

Lot Line – Exterior Side shall mean a lot line located between the front and rear lot lines and dividing the lot from a street.

Lot Line – Front shall mean:

- a) In the case of an interior lot with no frontage on a water body, the line dividing the lot from the street line, street allowance, or private lane or registered right of way;
- b) In the case of a lot with frontage on a public street, private lane or registered right-of-way and on a water body, the front lot line shall be measured on the water side only;
- c) In the case of a corner lot, the shorter lot line abutting a side which provides ingress or egress from the street shall be deemed to be the front lot line;
- d) In the case of a corner lot with two (2) street lines of equal lengths, the lot line that abuts the wider street, or abuts a Provincial highway shall be deemed to be in the front line, and in the case of both streets being under the same jurisdiction and of the same width, the lot line where the principal access to the lot is provided shall be deemed to be the front lot line;
- e) In the case of a lot with water access only, the front lot line shall be on the water side. In the case of a through waterfront lot with water access only, the longest shoreline shall be deemed to be the front lot line;
- f) In the case of a corner lot abutting a 0.3 metres reserve or other reserve, the lot line so abutting the reserve shall be deemed an exterior lot line and the other lot line abutting the street shall be deemed to be the front lot line;
- g) In all other cases not described above, the front lot line shall be deemed to be where the principal access to the lot is approved.

Lot Line – Rear shall mean the lot line furthest from, and opposite to, the front lot line.

Lot Line – Interior Side shall mean a lot line other than a front, rear or side exterior lot line.

Sight Triangle shall mean a triangular space, free of buildings, structures and obstructions, formed by the street lines abutting a corner lot and a third line drawn from a point on a street line to another point on a street line, each such point being the required sight distance from the point of intersection of the street lines as specified in this By-law.

Swimming Pool means an in-ground or above-ground open or covered outdoor pool used for swimming, wading, diving or recreational bathing which is at least 0.6 metres in depth.

Swimming Pool Enclosure shall mean the fence and gate or gates around a privately-owned outdoor swimming pool restricting access and includes the wall of a building or structure.

2. General Provisions

- a) Notwithstanding the provisions of this By-law, any fence that is in existence prior to the date of enactment of this By-law and in compliance with other applicable regulations shall be deemed to comply with this By-law and may be maintained with the same material, height and dimensions as previously existed including any repair work that may be done to such fence.
- b) No person shall erect or cause to be erected or maintained or cause to be maintained any fence within the Township unless such fence is a lawful fence.
- c) No person shall erect, construct or permit to be erected or constructed a fence that, in the opinion of the By-law Enforcement Officer obstructs pedestrian or vehicular traffic, or obscures clear visibility of normal approaching pedestrian or vehicular traffic.

- c) The maximum height of a fence along an interior side or rear lot line for a residential or recreational commercial use shall be 3 metres.
- d) The maximum height of a fence along a front lot line or exterior lot line for a residential use or a recreational commercial use shall be 1.5 metres.
- e) The maximum height of a fence along any lot line in the General Commercial (GC), or Industrial (I) Zones, or on lands used primarily used for commercial or agricultural purposes, shall be 3 metres.
- f) Barbed-wire fences and electric fences may only be permitted for agricultural purposes, utilities, an impound lot, commercial operations where security is required, or for Municipal purposes.

Electrified fences shall be clearly marked with warning signs indicating the fence is electrified. Signs are to be spaces 30.5 metres apart and are subject to approval from the By-law Enforcement Officer.

- g) No fence shall be erected that may pose a safety hazard due to obstruction of a sight triangle.
- h) No fence shall be maintained or caused to be maintained in a damaged or disrepair state of condition by reason of fire, decay or otherwise and all fences shall be constructed or caused to be constructed in a sound manner and shall be straight and true.

3. Fences around Swimming Pools and Hydro Massage Pools

- a) The requirements of this By-law with respect to pool fences apply equally to both in-ground and above ground pools.
- b) The owner and/or occupant of any lands on which a pool is located shall erect and maintain a “swimming pool enclosure” that complies with the provisions of this By-law, either around the entire yard containing the pool or the “swimming pool area”.
- c) A swimming pool enclosure shall extend from a maximum of no more than 0.05 metres vertically above the ground level to a height that is at least 1.5 metres above ground level.
- d) If an above ground swimming pool has a deck that is level with the top of the pool and a fence around the deck which has an effective combined height of 1.5 metres above grade as an integral part of its construction, the fence may be considered as being part of the required swimming pool enclosure.
- e) The walls of an above ground swimming pool may be used as part of the fence.
- f) The owner and/or occupant of any lands on which a Hydro Massage pool is located shall keep a secure cover of rigid material always locked in place over the opening when the structure is not occupied, and no person shall leave the Hydro Massage pool without first locking the cover in place to prevent access when the structure is not occupied.

4. Gates and Entrances to the Pool Area

- a) Every gate that forms part of a pool fence shall be supported on substantial hinges, be self closing, and be equipped with a self-latching device placed at the top and on the inside of the gate.
- b) The owner of every pool shall ensure that all entrances to the pool area, including gates, doors and windows, are kept always secured except when a responsible adult is supervising the use of the pool.

5. Administration and Enforcement

- a) This By-law shall be enforced by the By-law Enforcement Officer for the Township of North Frontenac.
- b) In the event the Township receives complaints regarding a fence, the By-law Enforcement Officer shall inspect the fence. If the By-law Enforcement Officer is satisfied a contravention of this By-law has occurred, the Officer may make an order requiring the person who contravened the By-law or who caused or permitted the contravention or the Owner or Occupier of the land on the which the contravention occurred to discontinue the contravention.
- c) An order under this section shall identify:
 - i. The location where the contravention occurred;
 - ii. The reasonable particulars of the contravention; and
 - iii. The date and time by which there must be compliance with the order.
- d) If a person fails to do a matter or a thing, including comply with an order under this By-law, as directed or required by the By-law, the Township may, in default of it being done by the person directed or required to do it, do the matter or thing at the person's expense. All costs incurred by the Township may be recovered from the owner and/or occupant of the land by action or placed on the tax roll for the property where the contravention occurred and collected in the same manner as municipal property taxes.

6. Offences

- a) Any person who contravenes any provision of this By-law is guilty of an offence and upon conviction is liable to payment of a fine or other penalty as provided by the Provincial Offences Act.
- b) If this By-law is contravened and a conviction is entered, the court in which the conviction was entered or any Court of competent jurisdiction may, in addition to any other remedy and to any other penalty that is imposed, make an order prohibiting the continuation or repetition of the offence by the person convicted.

7. Application

- a) Any section, subsection, or part thereof of this By-law be declared by any Court of Law to be illegal or ultra vires, such section or subsection or part thereof shall be severable and all parts hereof are declared to be separate and independent.
- b) This By-law shall come into force and take effect immediately upon the date of passing.

Read a first and second time **October 4, 2024**.

Read a third time and finally passed this **October 4, 2024**.

Gerry Lichty, Mayor

Tara Mieske, Clerk

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

By-law #2024-59

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 boundary 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 boundary 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 3 and 4 on Registered Plan 13R-19993** as a lot addition to the lands described PIN 36203-0173(LT), 36203-0166(LT) and 36203-0174(LT) for the purchase price of \$10,828.00 plus \$1407.64 HST for a total of \$12,235.64.
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' boundary original 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' original boundary road allowance hereby permanently closed.
5. This By-law shall come into force and take effect upon registration of a certified copy of this By-law pursuant to the Municipal Act Section 34, Subsection 1.

Read a first and second time this 4th day of October 2024.

Read a third time and finally passed this 4th day of October 2024.

Gerry Lichty, Mayor

Tara Mieske, Clerk

SCHEDULE 'A'

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

The Corporation of the Township of North Frontenac

By-law # 2024-60

Being a By-law to Amend Schedule “A” Part 2.0 Emergency Control Group of By-law #84-22 the Emergency Management Program for the Township of North Frontenac

Whereas the Council of Corporation of the Township of North Frontenac deems it expedient to amend By-law #84-22 the Emergency Management Program for the Township of North Frontenac;

And Whereas Schedule “A” Part 2.0 Emergency Control Group (ECG) – Membership & Implementation provides the ECG is made up of the following members:

Mayor
Chief Administrative Officer (CAO)
Community Emergency Management Coordinator (CEMC)/Fire Chief
Manager of Public Works
Emergency Information Officer – Economic Development Officer (EDO)
Clerk/Planning Manager
Treasurer
Manager of Community Development;

Now Therefore Be It Resolved That Council enacts as follows:

1. **That** Schedule “A” Part 2.0 Emergency Control Group (ECG) – Membership & Implementation be amended as follows:
Emergency Information Officer – CAO Executive Assistant;
2. **That** all Resolutions, By-laws or parts of By-laws, which are contrary to or inconsistent with this By-law, are hereby repealed;
3. **That** this By-law shall come into force and take effect on the date of its final passing.

Read a first and second time **October 4, 2024**.

Read a third time and finally passed this **October 4, 2024**.

Gerry Lichty, Mayor

Tara Mieske, Clerk

The Corporation of the Township of North Frontenac

By-law #2024-61

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 4, 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 4, 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 4, 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 4, 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 **4th of October, 2024**.

Read a third time and finally passed this **4th of October, 2024**.

Gerry Lichty, Mayor

Tara Mieske, Clerk