



Public Council Minutes

4:00 p.m.- Thursday, August 7, 2025
Council Chambers

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

Absent with Regret: Councillor Roy Huetl; and Councillor Stephanie Regent

Also Present: Corey Klatt, Chief Administrative Officer, Dipl. M.A.; Brooke Drechsler, Dipl. M.A., Deputy Clerk/Assistant to the Planning Manager; Darwyn Sproule, P. Eng., Public Works Manager; Brooke Ross, Dipl. M.A., Manager of Community Development; Sonya Bolton, Manager of Community Planning, County of Frontenac (Electronic Participation); and Dmitry Kurylovich, Project Manager/Senior Planner, County of Frontenac

1. Call to Order and Purpose of Meeting

The Mayor called the meeting to order at 4:00 p.m. He advised the purpose of the meeting under the Planning Act is for Council to consider the following:

- A proposal to the Township's Official Plan policies to permit up to three residential units within the Rural and Hamlet designations; and
- Rezone two properties located at Part Lot 31, Concession 2, Geographic Township of Clarendon from Recreational Commercial to Recreational Commercial Exception Zones 7 to 10

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 7, 2025*

106-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That Council approves the Agenda dated August 7, 2025, as circulated for a Public Meeting regarding the following:

- an Official Plan Amendment regarding Additional Residential Unit policies; and

- a Zoning By-law Amendment to permit a Recreational Commercial Exception designation.

Carried

4. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

5. Planning Reports

a) ***Dmitry Kurylovich, Project Manager/Senior Planner, County of Frontenac
"Proposed Policies Related to Additional Residential Units"***

Planner's Comments

Dmitry Kurylovich, Project Manager/Senior Planner with the County of Frontenac, advised the purpose of the Public Meeting is to review the process for Council to consider policies related to Additional Residential Units (ARUs); receive public comments and amend the proposed policies following direction from Council. Kurylovich noted the introduction of ARUs by the province is to increase the supply and variety of housing units while ensuring ARUs are properly serviced without affecting neighbouring properties and protecting natural heritage features.

Kurylovich advised ARUs are defined as self contained living spaces (separate kitchen, bathroom facilities, etc.); and can consist of an apartment, a stand alone structure and an attached structure. He advised the Planning Act allows municipalities to govern land use within their jurisdiction; and that the Province directed Official Plan policies regarding ARUs can be passed by municipalities and they cannot be appealed. He advised the Planning Act provides authority to municipalities to prohibit the use of ARUs outside of areas defined as Urban Residential Lands.

Kurylovich advised the Provincial Policy Statement (PPS) is an overarching policy, including obligations and minimum requirements the province sets out for each municipality. He advised the PPS allows residential development on rural lands where site conditions are suitable, and encourages development that can be sustained by rural service standards.

Kurylovich advised the County Official Plan (OP) includes provisions that permit the Townships within the County to develop policies regarding ARUs. He noted the County OP identifies the Waterfront Area as any lands within 150 metres of a waterbody. He advised the North Frontenac Township OP was developed with public input; and that the OP sets direction for Council and planning staff for all land use and development decisions within the Township. Kurylovich advised the OP permits a variety of housing options, including tiny homes; with the requirement that servicing on all residential uses shall not have a negative impact on neighbouring properties.

Kurylovich advised the OP sets out Waterfront Area; however Settlement Areas

designations under the OP are not subject to the Waterfront Area designation. He noted the OP states development along the shoreline must not dominate the aesthetic; and must protect the character of the lake. He advised the Ministry of Environment, Conservation and Parks (MECP) creates policies for Lake Trout waters and that, if a lake is designated at-capacity, a 300 metre setback from the high water mark is required for a septic system.

Kurylovich advised the Township's Zoning By-Law (ZBL) is the tool that implements the above noted policies and is the main vehicle to assess proposed development. He noted the ZBL passed in 2019 permits Tiny Homes and Secondary Dwelling Units (SDU) as accessory structures in select designations. He advised the current ZBL provisions allow for an SDU; however it can only have a footprint of 45% of the principle dwelling. Under the proposed policies, the larger of two structures will become the principle use, with the smaller structure deemed the ARU.

Kurylovich reviewed the proposed ARU policies, including required lot size and servicing standards. He noted the Township must ensure the lots can accommodate servicing needs; and that the proposed policies are in line with provincial guidelines.

Kurylovich advised the policies will require the lot to be accessed by a Township road, a private lane created through a plan of condominium/subdivision or a private lane constructed to Township standards. He noted emergency services must be able to access the lot and the lane cannot be overburdened. He noted if a planning application is submitted to the Township which results in a separation of the structures, the applicant must demonstrate the ARU is self sufficient and not dependent on the principle use.

Kurylovich advised MECP was supportive of the proposed policies. He advised Malroz Engineering Inc. assisted in creating the servicing standards as they are qualified in rural servicing. He advised that, at a meeting with the Economic Development Task Force, the EDTF indicated flexibility in the variety of housing is key, while continuing to protect well and lake water.

Kurylovich noted a letter was provided by the Kashwakamak Lake Association (Attachment #1) advising many lakes within North Frontenac have not been assessed in many years and proposing a 1,000 metre setback from the high water mark of any waterbody. Kurylovich advised the Waterfront Area is defined and supported within the Land Use planning community as 150 metres from shoreline. He noted the setback from a protected wetland area that triggers Environmental Impact Assessment is 120 metres. Kurylovich noted MECP is supportive of 150 metre setback which provides protection of the waterbodies from the potential impact of septic systems and will not increase density of development along the shoreline.

Public Comments

Don Morton asked if an ARU is constructed within the 300 metre area, and the waterbody is determined to be at capacity at a later date, would the existing structure be

"grandfathered". Kurylovich advised he can't see any legal mechanism to require the removal of the structure based on a revised/updated policy. Mayor Lichty asked if the policy could reflect that; Kurylovich advised he will discuss this with MECP and, if they are supportive, he will look to including language to that effect.

Mr. Morton asked if the ARUs are used as Short Term Accommodations (STAs), can permits be issued to local residents as opposed to larger corporations with no ties to the community. Kurlovich advised the province clearly states a Zoning By-Law cannot be used to regulate STAs; they have to be regulated through a licencing/permitting process.

Jim Wilson advised the area is considered the Land O'Lakes and noted the Township doesn't have to follow other municipalities. He noted the introduction of ARUs opens the back door to lakefront development. He advised the Township has no mandatory septic inspection program in place, and ARUs could negatively impact the quality of our lakes. Mr. Wilson advised he is supportive of building density within the Hamlet area; however he doesn't want to see policies put in place that we will regret later.

Jim Getman asked for clarification between the Rural and Hamlet designations He noted if the property is zoned Rural or Hamlet, an ARU shouldn't impact the waterfront. Kurylovich advised the OP mapping shows a 150 metre waterfront area; this mapping is then used to to determine the appropriate zoning designation.

Ed Rohr asked if the subject property is within the 150 metre setback, was topography considered for the measurement, as this could impact run off. Kurylovich advised the setback is based on a horizontal distance. He noted he was not sure if topography was considered during mapping; but various studies show 150 metres is the average setback to reduce impact.

Mr. Rohr asked if a structure is built within an area with topography that increases run off, could the application be denied. Kurylovich advised wording cannot be included in a Zoning By-Law that is conditional, the best way to mitigate impact on the waterfront is a strong vegetative buffer.

Council Comments

Councillor Good asked if test holes were done to determine the type of soil or ground. Kurylovich noted this was not done for the creation of the policies; however the Chief Building Official (CBO) looks at types of soil when a septic application is being reviewed. He noted if the conditions of the proposed site do not meet the Building Code, the CBO will not issue a permit.

Deputy Mayor Inglis noted the policy was not clear on the configuration of housing. Kurylovich advised all combinations suggested are permitted; however the policy does not speak specifically to any configuration, just permits 3 units in total.

Councillor Fowler asked if other jurisdictions permit ARUs on waterfront. Kurylovich noted ARUs are permitted on waterfront properties in other areas; but as the policies are

drafted they will not be permitted on lots with a waterfront zoning in North Frontenac.

Deputy Mayor Inglis asked about next steps and timelines. Kurylovich advised the public commenting period is still open. He will review all comments received and discuss with MECP.

He advised updated policies will be brought back to Council for consideration, followed by a Zoning By-Law Amendment to determine the technical requirements.

107-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Planning report prepared by Dmitry Kurylovich, Project Manager/ Senior Planner with the County of Frontenac, including proposed policies related to Additional Residential Units; and thanks him for his time spent today;

And That a final draft of the Additional Residential Unit policies will be provided to Council for consideration at a future meeting.

Carried

[Kashwakamak Lake Association](#)

b) File #Z03/25 - Zoning By-law Amendment - Struthadam Road (Sproule)

Dmitry Kurylovich, Project Manager/Senior Planner with the County of Frontenac, provided an overview of the application for a Zoning By-law Amendment for the two abutting properties on Struthadam Road. He advised these are lots of record, divided by a Township road. He noted the properties have been operating as a campground and all the parcels subject to the severance applications fall below the required lot area set out in the Recreational Commercial designation; therefore a Zoning By-Law Amendment is required to permit the undersized lots. He advised the Township maintained road creates a legal severance between the in-land parcel and the water parcel.

Kurylovich advised the existing campground started operating in the 1950's and sits adjacent to Little Green Lake, deemed an at capacity lake trout lake. He advised both lots are developed with dwellings, septic systems and recreational vehicles. Kurylovich noted any proposed development adjacent to and within 120 metres of an at capacity trout lake requires an Environmental Impact Assessment (EIA); and that new septic systems are not permitted within 300m of an at capacity lake. Kurylovich advised that, when it was determined the application is the result of estate planning, planning staff had extensive consultation with MECP and the applicants to find a solution to sever the parcels. He advised several conditions were discussed including:

- Tying the waterfront and in-land parcel together through zoning, essentially merging the lots;
- Registering a Site Plan Agreement on the parcels to regulate any further development; and
- Assessing the existing septic systems to ensure they are functioning properly.

Kurylovich advised that as no new development is being proposed, an EIA is not required. However any development on the property would trigger this requirement. He noted MECP is supportive of the proposed arrangement; provided there is an established site plan to regulate any future use.

Kurylovich advised only one public comment was received regarding the proposed lot sizes which suggested inspections of the existing septic systems and noting an EIA should be required. Kurylovich advised the reduced area of the subject properties will be addressed through the Zoning By-Law Amendment. The septic systems will be inspected during the severance process. A site plan will be registered on the property and any amendments to the site plan will require an EIA. Kurylovich recommended approval of the application.

108-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That Council receives for information the Planning Report prepared by Dmitry Kurylovich, Project Manager/ Senior Planner with the County of Frontenac, regarding a Zoning By-law Amendment Application; and thanks him for his time spent today;

And That Council will consider a By-law to amend the Zoning By-law at the Regular Meeting later today.

Carried

6. Public Comments

7. Adjournment

a) *Adjournment of the Meeting*

109-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That Council adjourns the Public Meeting at 5:21 p.m.

Carried

Mayor

Clerk



July 31, 2025

North Frontenac Council

Re: Official Plan Amendment – Proposed ARU Bylaw

Dear Mayor Lichty,

I am writing as a concerned Lake Association President of the largest lake in North Frontenac, Kashwakamak Lake, regarding the proposed Additional Residential Unit (ARU) bylaw currently under consideration as an Amendment to the Official Plan at your August 7th Council meeting. While I fully support the province's overall goal of expanding housing supply, it is essential that the implementation of this bylaw in our unique community align with both the provincial intent and local environmental realities and priorities.

The stated intent of Bill 23's ARU provisions is to encourage "*gentle density*" in **existing residential neighbourhoods**, making efficient use of existing infrastructure and services. In fact, as you may be aware, some municipalities have restricted ARU's to only areas with municipal water and sewage. Applying ARU permissions to rural and waterfront-adjacent lands, however, shifts this focus away from the established residential properties/hamlets and into sensitive environmental zones. Bill 23 provides that municipalities can adopt measures within the ARU Bylaw that are *appropriate for their region*.

While the current North Frontenac proposal precludes ARUs on waterfront properties, it allows ARUs on land designated Rural — much of which, in North Frontenac, lies within 150-200 metres of lake shorelines. In the absence of a clear policy for ARUs in land surrounding the lakes, this bylaw could have significant unintended consequences, including septic system stresses, erosion of natural environment, shoreline disturbance, congestion on the lakes and loss of natural buffers.

We understand that "at capacity" lakes will have a setback of 300 metres for ARUs. However, many lakes in North Frontenac, Kashwakamak Lake included, have not had capacity assessments completed in many years, despite substantial development over the past decade. Kashwakamak Lake, for example, has experienced extensive growth, and many would contend that several areas are already at or over capacity in terms of environmental health.

Our concern is that in the absence of sound principles built into the regulation protecting waterfront regions, this bylaw can and will be exploited — allowing incremental, overdevelopment of lands surrounding our lakes in ways that undermine the bylaw's stated intent and the Vision Statement for North Frontenac.

Recommendation

The ARU bylaw explicitly includes a provision prohibiting ARUs within 1000 metres of the high-water mark of any lake in North Frontenac. This measure would ensure that the bylaw's intent remains focused on existing residential properties/established residential areas, rather than becoming a vehicle for the overdevelopment of lands surrounding our lakes. Further, that a 1000 metre lakeshore buffer in the ARU bylaw aligns strongly with North Frontenac's Vision Statement:

- **Preserving the pristine natural environment**, especially around lakes

- Ensuring ARUs support **gentle density** on serviced lots/hamlets – **reinforcing rural resilience and character**, not shoreline areas that were never intended for intensification.

We respectfully request that Council consider incorporating this amendment into the proposed bylaw before its final reading.

Best regards,



Sue MacGregor

President

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c.c. Dmitry Kurylovich, Project Manager/Senior Planner, County of Frontenac

Tara Mieske, Clerk/Planning Manager, North Frontenac County

NF Councillors