

Regular Council Agenda

9:00 AM - Friday, April 4, 2025

Council Chambers

[Zoom Meeting Registration](#)

1. Call to Order

2. Approval of Agenda

a) April 4, 2025

Be It Resolved That Council approves the Agenda dated April 4, 2025, as circulated.

3. Disclosure of Pecuniary Interest and General Nature Thereof

4. Public Meeting Matters - Introduction and Reading of By-laws

a) By-laws to be Considered

7 - 12

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

- #2025-16 - To Amend Zoning By-law #55-19 - Zone Change from Recreational Commercial to Limited Service Rural, Limited Service Waterfront and Recreational Commercial Exception Zone 6;
- #2025-17 - To Amend Zoning By-law #55-19 - Zone Change from Recreational Commercial to Limited Service Rural, Limited Service Waterfront and Recreational Commercial Exception Zone 6;

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

[#2025-16 Zoning By-law Amendment](#)

[#2025-17 Zoning By-law Amendment](#)

5. Business Profile

None.

6. Presentations

a) EORN - Cell Towers

13 - 78

Be It Resolved That Council receives for information the presentation and report regarding Public Consultation for Cell Towers C8660 and C8661 prepared by Lisa Severson, Director of Communications, Eastern Ontario Regional Network (EORN); and thanks her for her time spent today.

[Township of North Frontenac Presentation 2025-04-04](#)

[Report to the Township of North Frontenac - Public Consultation](#)

7. Delegations

None.

8. Adoption of Minutes

- a) Minutes of the Meeting(s) to be adopted by Council 79 - 121

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

1. A Regular Meeting of Council held March 14, 2025; and
2. Meetings of the Personnel and Audit Committee held December 10, 2024 and March 18, 2025.

[Regular Council - 14 Mar 2025 - Minutes - Pdf](#)

[Personnel and Audit Committee - 10 Dec 2024 - Minutes - Pdf](#)

[Personnel and Audit Committee - 18 Mar 2025 - Minutes - Pdf](#)

9. Business Arising Out of Minutes

None.

10. Communications

- a) Clerk's Administrative Report - Communications 'A' Section 122

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

[Communications of Interest - Pdf](#)

- b) Communications 'B' Section

- B1. Baseball for Dad re: Mental Health Awareness in May - Green Ribbon Campaign 123

Be It Resolved That Council receives the request from Baseball for Dad regarding their "Go Green for Mental Health Awareness" campaign being held during Mental Health Awareness Month this May:

And That Council approves the request from Baseball for Dad to hang green Mental Health Awareness ribbons on Township property throughout our community; and encourage people to take a selfie and post on social media;

And That the Manager of Community Development will promote the campaign on the Township's Social Media accounts.

[Green Ribbon Letter Township of North Frontenac](#)

- B2. Cloyne Recreation Club re: Request for Participation - Meet the Machine Event 2025 124 - 125

Be It Resolved That Council receives for information an letter from Teri Woods, Cloyne Rec Club, requesting the Township's participation in the "Meet the Machine" event to be held June 14, 2025 from 10 a.m. to 1 p.m. at the Cloyne Community Hall and the North Addington Education

Centre;

And That Council approves the Township's participation provided staff are available from the Public Works Department and/or North Frontenac Fire Department to participate in the event.

[Letter from Cloyne Rec Club - Meet The Machines](#)

[Meet The Machine Poster](#)

11. Council, CAO, and Managers' Administrative Reports

- a) Chief Building Official: Proposed Changes to Building Permit Fee Refunds 126 - 127

Be It Resolved That Council receives for information the Chief Building Official's report entitled "Proposed Changes to Building Permit Fee Refunds" for information purposes;

And That Council instructs the Clerk/Planning Manager to include the proposed refund changes for the next Public Meeting to revise the Fees & Charges By-law.

[Proposed Changes to Building Permit Fee Refunds. - Pdf](#)

- b) Clerk/Planning Manager: Public Requests for the Use of Township Owned Property 128

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Public Requests for the Use of Township Owned Property";

And That Council approves the draft Policy with the following amendments:

And That Council instructs the Clerk to make the amendments and provide a By-law to adopt the Policy to Council at an upcoming Council Meeting for consideration.

[Public Requests for the Use of Township Owned Property - Pdf](#)

- c) Director of Emergency Services/Fire Chief: North Frontenac Fire Department (NFFD) Annual Report - 2024 137 - 179

Be It Resolved That Council receives the Director of Emergency Services/Fire Chief's Administrative Report entitled "North Frontenac Fire Department Annual Report - 2024" for information purposes.

[North Frontenac Fire Department \(NFFD\) Annual Report - 2024.For Information Purposes - Pdf](#)

- d) Manager of Community Development: Update re: PCCA Beach Property Transfer 180 - 188

Be It Resolved That Council receives for information the Manager of Community Development's Administrative Report entitled "Update re: PCCA Beach Property Transfer";

And That Council directs the MCD to advise MVCA that the Township will pay 50% of the legal costs that MVCA incurred in the amount of \$4,309.96 coming from the Recreational Land Reserve Fund, as requested by the MVCA;

And That previous Council had approved the costs for the future survey

and land transfer costs;

And That Council instructs the Treasurer to fund these costs from the Recreational Land Reserve Fund.

[Update re: PCCA Beach Property Transfer - Pdf](#)

- e) Manager of Community Development: Eastern Ontario Trails Alliance (EOTA) - 2025 Annual Agreement 189 - 190

Be It Resolved That Council receives for information the Manager of Community Development's Administrative Report entitled "Eastern Ontario Trails Alliance (EOTA) - 2025 Annual Agreement";

And That Council will consider a By-law later in the meeting to sign the 2025 Agreement with the EOTA to honour their trail permit on the Crown Roads within the North Frontenac Parklands.

[Eastern Ontario Trails Alliance \(EOTA\) - 2025 Annual Agreement - Pdf](#)

- f) Manager of Community Development: Ottawa Valley ATV Club (OVATVC) - 2025 Annual Agreement 191 - 192

Be It Resolved That Council receives for information the Manager of Community Development's Administrative Report entitled "Ottawa Valley ATV Club (OVATVC) - 2025 Annual Agreement";

And That Council will consider a By-law later in the meeting to sign the 2025 Agreement with the OVATVC to honour their trail permit on the Crown Roads within the North Frontenac Parklands.

[Ottawa Valley ATV Club \(OVATVC\) - 2025 Annual Agreement - Pdf](#)

- g) Treasurer: Tax Sale – Advertising of Lands for Public Sale May 8, 2025 193 - 197

Be it Resolved That Council receives the Treasurer's Administrative Report regarding Tax Sale – Advertising of Lands for Public Sale May 8, 2025 for information purposes.

[Tax Sale – Advertising of Lands for Public Sale May 8, 2025 - Pdf](#)

- h) Public Works Manager: Proposed Revision to 506 Waste Site and Re-Use Centre Hours 198 - 199

Be It Resolved That Council receives the Public Works Manager's (PWM)

Administrative Report entitled "Proposed Revision to 506 Waste Site and Re-Use Centre Hours" for information purposes;

And That Council approves revising the summer hours of the 506 Waste Site on Saturdays to 9:00am - 2:00pm.

[Proposed Revision to 506 Waste Site and Re-Use Centre Hours - Pdf](#)

- i) Chief Administrative Officer: Frontenac O.P.P Detachment Board - 2025 Operating Budget 200 - 205

Be it Resolved That Council receives for information the Chief Administrative Officer's (CAO) Administrative Report entitled "Frontenac O.P.P Detachment Board - 2025 Operating Budget";

And That the Treasurer is directed to remit payment of up to \$16,767 to the Frontenac O.P.P. Detachment Board for North Frontenac's share of the 2025 expenses, with \$13,767 of the total to be taken from the North Frontenac Contingency Reserve.

[Frontenac O.P.P Detachment Board - 2025 Operating Budget - Pdf](#)
[Memo re 2025 Frontenac OPP Board Budget](#)
[OPP Detachment Board Draft Budget-Final](#)

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

- a) Committee of Adjustment/Planning Advisory Committee 206 - 209

Be It Resolved That Council receives for information the Minutes of a Meeting of the Committee of Adjustment/Planning Advisory Committee dated February 24, 2025.

[Committee of Adjustment - 24 Feb 2025 - Minutes - Pdf](#)

- b) Economic Development Task Force 210 - 214

Be It Resolved That Council receives for information the March 17, 2025 Notes of the Economic Development Task Force (EDTF);
And That Council approves the updated 2025 EDTF Workplan.

[Economic Development Task Force - 17 Mar 2025 - Minutes - Pdf](#)

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. 215 - 216
The Councillor may provide a verbal report for information purposes.

[Council Portfolios 2022-2026](#)

16. Introduction and Reading of By-laws

- a) By-law to be Considered: 217 - 224

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

- #2025-18 To Enter into an Agreement with Eastern Ontario Trail Alliance;
- #2025-19 To Enter into an Agreement with Ottawa Valley ATV Club;

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

[2025-18 To Enter into Agreement with EOTA for 2025](#)

[2025-19 To Enter into Agreement with OVATV for 2025](#)

17. Public Forum

18. Closed Session

- a) Closed Meeting of Council

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

- a. Adopt Minutes of a Closed Meeting held January 31, 2025;
- b. A request under the Municipal Freedom of Information and Protection of Privacy Act;
- c. Litigation or potential litigation, including matters before a administrative tribunals, affecting the Municipality or local board; and
- d. Personal matters about an identifiable individual, including municipal or local board employees.

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

20. Confirmatory By-law

- a) Confirming By-law #2025-20

225

Be It Resolved That By-law #2025-20 being a By-law to confirm all actions and proceedings of Council for its Regular Meeting held April 4, 2025 be read a first, second, and third time and finally passed.

[2025-20 Confirming By-law - April 4, 2025](#)

21. Adjournment

- a) Adjournment of Meeting

Be It Resolved That Council adjourns the Meeting at ____ .m. until April 24, 2025, or at the call of the Chair.

The Corporation of the Township of North Frontenac

By-law #2025-16

Being a By-law to Amend Zoning By-law Number 55-19, as amended – Zone Change from Recreational Commercial (RC) to Limited Service Rural (LSR), Limited Service Waterfront (LSW), and Recreational Commercial Exception Zone 6 (RC-X6); Part Lot 23, Concession 9, Geographic Township of Palmerston

Whereas pursuant to the provisions of Section 34 of the Planning Act, RSO 1990, the Council of a Municipality may enact by-laws regulating the use of lands and the erection of buildings and structures thereon;

And Whereas By-Law #55-19 regulates the use of land and the location, use and erection of buildings and structures within the Township of North Frontenac;

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

1. By-Law #55-19 of The Corporation of the Township of North Frontenac, as amended, is hereby further amended as follows:
 - a. Schedule A of Zoning By-law #55-19, as amended, is hereby further amended to change the zoning of a parcel of land approximately 1.64 hectares (4.05 acres) in area, legally described as Part Lot 23, Concession 9, Geographic Township of Palmerston; Part 1 on Registered Plan 13R-23183; from Recreational Commercial (RC) to Limited Service Rural (LSR); as illustrated by Parcel Number B18/24 on Schedule 'A' attached to and forming part of By-Law Number 2025-16;
 - b. Schedule A of Zoning By-law #55-19, as amended, is hereby further amended to change the zoning of a parcel of land approximately 1.53 hectares (3.78 acres) in area, legally described as Part Lot 23, Concession 9, Geographic Township of Palmerston; Part 4 on Registered Plan 13R-23183; from Recreational Commercial (RC) to Limited Service Waterfront (LSW); as illustrated by 'Parcel Number B19/24' on Schedule 'A' attached to and forming part of By-Law Number 2025-16;
 - c. Schedule A of Zoning By-law #55-19, as amended, is hereby further amended to change the zoning of a parcel of land approximately 2.36 hectares (5.83 acres) in area, legally described as Part Lot 23, Concession 9, Geographic Township of Palmerston; Part 6 on Registered Plan 13R-23183; from Recreational Commercial (RC) to Limited Service Waterfront (LSW); as illustrated by 'Parcel Number B20/24' on Schedule 'A' attached to and forming part of By-Law Number 2025-16;
 - d. Schedule A of Zoning By-law #55-19, as amended, is hereby further amended to change the zoning of a parcel of land approximately 2.36 hectares (5.83 acres) in area, legally described as Part Lot 23, Concession 9, Geographic Township of Palmerston; from Recreational Commercial (RC) to Recreational Commercial Exception Zone 6 (RC-X6); as illustrated by 'Retained Parcel' on Schedule 'A' attached to and forming part of By-Law Number 2025-17;
2. Section 4.3.5 of By-Law #55-19, as amended, is hereby further amended as follows:
 - a. By adding the following new sub-section (f) to Section 4.12.5 Recreational Commercial, Exception Zones:

Recreational Commercial Exception Zone 6 (RC-X6)

 - i. In addition to the permitted uses listed in Section 4.12.1 **A Dwelling – Detached** shall also be permitted as a **Principal Use**.
3. That all other provisions of By-Law #55-19 shall continue to apply.

4. That this by-law shall come into force and take effect on the date of final passing by the Council of the Township of North Frontenac, subject to the provisions of the Planning Act, R.S.O, 1990, as amended

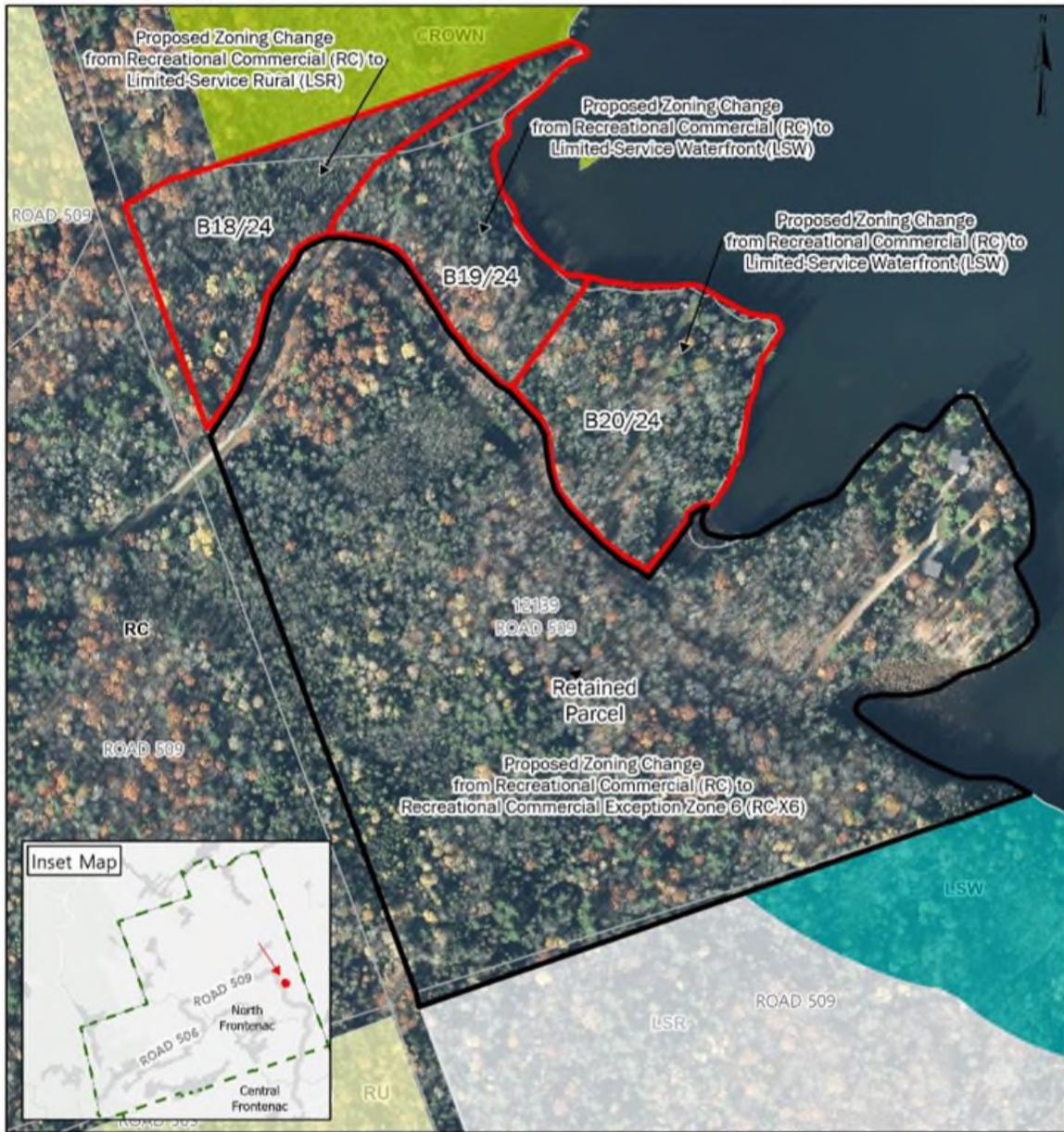
Read a first and second time **April 4, 2025**.

Read a third time and finally passed this **April 4, 2025**.

Gerry Lichty, Mayor

Tara Mieske, Clerk

Township of North Frontenac Schedule 'A' to By-Law Number 2025-16





**PROPOSED ZONING CHANGE -
BY-LAW AMENDMENT (201/25)**

12139 ROAD 509, GEOGRAPHIC
TOWNSHIP OF PALMERSTON

Scale: 1:3,750

Legend

Parcels	Subject Property
Existing Building Footprint	Retained
Lake Trout Lake - At Capacity	NF Zoning 2019
Lake Trout Lake - Not at Capacity	CROWN
Non-Lake Trout Lake - At Capacity	Rural (RU)
Road	Recreational Commercial (RC)
Railway	Limited Service Waterfront (LSW)
	Limited Service Rural (LSR)

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The Corporation of the Township of North Frontenac

By-law #2025-17

Being a By-law to Amend Zoning By-law Number 55-19, as amended – Zone Change from Recreational Commercial (RC) to Limited Service Rural (LSR), Limited Service Waterfront (LSW), and Recreational Commercial Exception Zone 6 (RC-X6); Part Lot 23, Concession 8, Geographic Township of Palmerston

Whereas pursuant to the provisions of Section 34 of the Planning Act, RSO 1990, the Council of a Municipality may enact by-laws regulating the use of lands and the erection of buildings and structures thereon;

And Whereas By-Law #55-19 regulates the use of land and the location, use and erection of buildings and structures within the Township of North Frontenac;

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

1. By-Law #55-19 of The Corporation of the Township of North Frontenac, as amended, is hereby further amended as follows:
 - a. Schedule A of Zoning By-law #55-19, as amended, is hereby further amended to change the zoning of a parcel of land approximately 12.1 hectares (29.89 acres) in area, legally described as Part Lot 23, Concession 8, Geographic Township of Palmerston; Part 8 on Registered Plan 13R-23183; from Recreational Commercial (RC) to Limited Service Rural (LSR); as illustrated by Parcel Number B22/24 on Schedule 'A' attached to and forming part of By-Law Number 2025-17;
 - b. Schedule A of Zoning By-law #55-19, as amended, is hereby further amended to change the zoning of a parcel of land approximately 5.88 hectares (14.53 acres) in area, legally described as Part Lot 23, Concession 8, Geographic Township of Palmerston; Part 12 on Registered Plan 13R-23183; from Recreational Commercial (RC) to Rural (RU); as illustrated by 'Parcel Number B23/24' on Schedule 'A' attached to and forming part of By-Law Number 2025-17;
 - c. Schedule A of Zoning By-law #55-19, as amended, is hereby further amended to change the zoning of a parcel of land approximately 30.72 hectares (75.85 acres) in area, legally described as Part Lot 23, Concession 8, Geographic Township of Palmerston; from Recreational Commercial (RC) to Recreational Commercial Exception Zone 6 (RC-X6); as illustrated by 'Retained Parel' on Schedule 'A' attached to and forming part of By-Law Number 2025-17;
2. Section 4.3.5 of By-Law #55-19, as amended, is hereby further amended as follows:
 - a. By adding the following new sub-section (f) to Section 4.12.5 Recreational Commercial, Exception Zones:

Recreational Commercial Exception Zone 6 (RC-X6)

 - i. In addition to the permitted uses listed in Section 4.12.1 **A Dwelling – Detached** shall also be permitted as a **Principal Use**.
3. That this by-law shall come into force and take effect on the date of final passing by the Council of the Township of North Frontenac, subject to the provisions of the Planning Act, R.S.O, 1990, as amended.

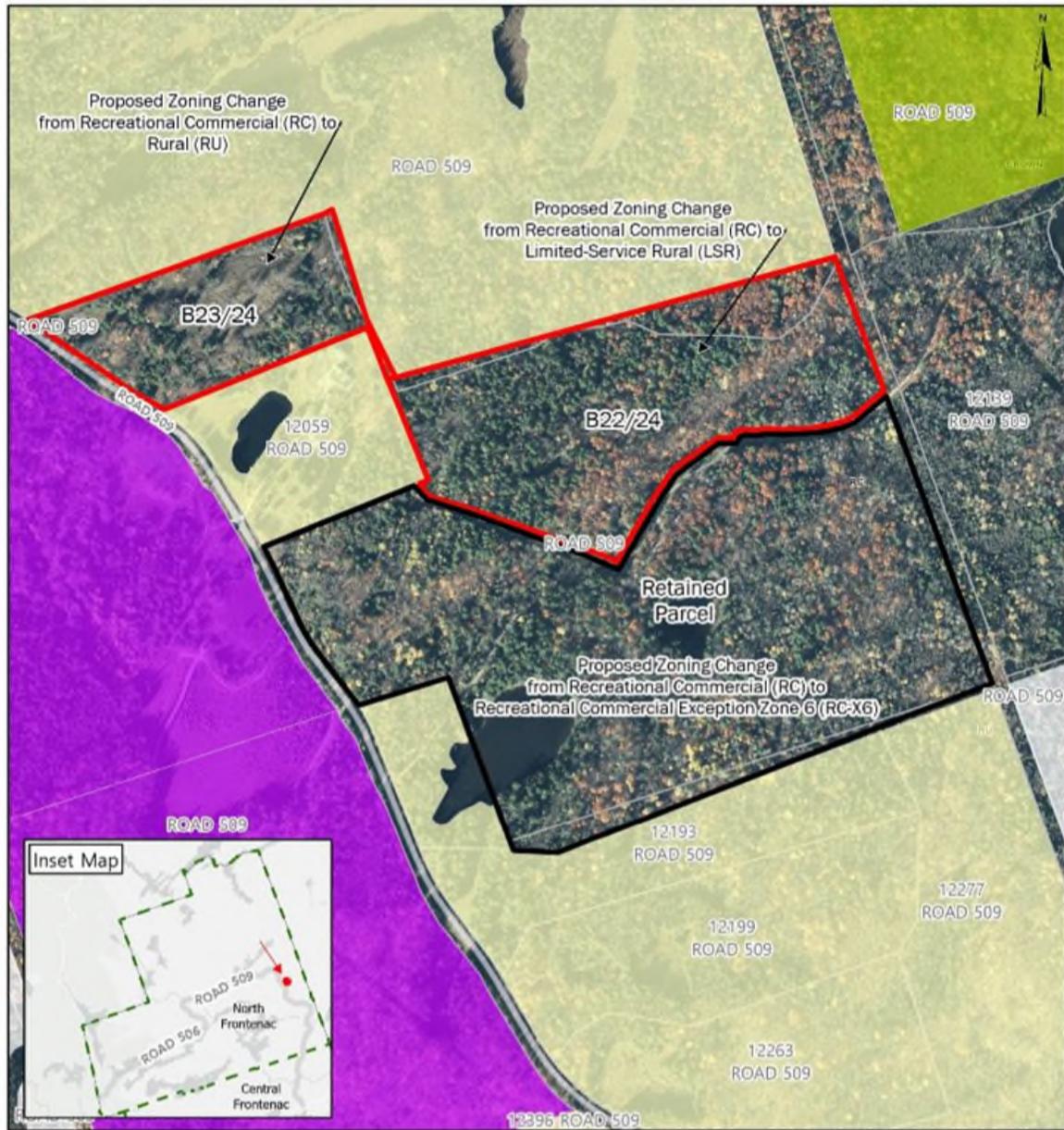
Read a first and second time **April 4, 2025**.

Read a third time and finally passed this **April 4, 2025**.

Gerry Lichty, Mayor

Tara Mieske, Clerk

Township of North Frontenac Schedule 'A' to By-Law Number #2025-17





**PROPOSED ZONING CHANGE -
BY-LAW AMENDMENT (202/25)**

ROAD 509, GEOGRAPHIC
TOWNSHIP OF PALMERSTON



Scale: 1:7,000

Legend

Parcels	Subject Property
Existing Building Footprint	Retained
Lake Trout Lake - At Capacity	NF Zoning 2019
Lake Trout Lake - Not at Capacity	CROWN
Non-Lake Trout Lake - At Capacity	Rural (RU)
Road	Recreational Commercial (RC)
Railway	Limited Service Waterfront (LSW)
	Limited Service Rural (LSR)

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Township of North Frontenac Cell Towers Public Consultation Findings

April 4, 2025

SUBJECT TO CHANGE



EORN

EASTERN ONTARIO
REGIONAL NETWORK

Agenda

- EORN Cell Gap Project overview
- Land use authority process
- North Frontenac sites and consultation
- Questions

EORN Cell Gap Project Overview



EORN

EASTERN ONTARIO
REGIONAL NETWORK

EORN Cell Gap Project Goals



Achieve **99% coverage** in the eastern Ontario region where people live, work and travel on major roadways so that they can make and receive cell phone calls.

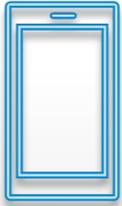


Achieve **95% coverage** in the eastern Ontario region where people live, work and travel on major roadways with standard definition service level which can support email, web browsing and social media services.



Achieve **85% coverage** in the eastern Ontario region where people live, work and travel on major roadways with high-definition service level which can support video conferencing, movie streaming and other more data intensive applications.

Benefits of the Project



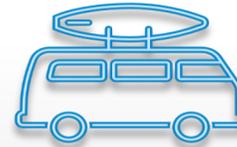
Closing coverage gaps to help you stay connected



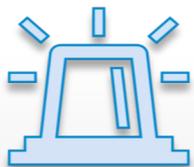
Improved municipal services – paramedics, public works, etc.



Increased capacity



Improved economic opportunities and tourism experience



Improved public safety (9-1-1 calls)



New towers allow for future deployment of fixed wireless and new technology roll outs

Examples of Guyed Towers



Taken from approximately 300 meters from base



Tower base and compound

Land Use Authority Process



EORN

EASTERN ONTARIO
REGIONAL NETWORK

Reason to Redo the Public Consultation Process

- Concurrence was granted by council for these sites in late 2023 based on report prepared by CRINS
- Construction stated in fall of 2024 with soil testing
- Concerns raised to council and staff that public notification and consultation process was not properly followed
- Council and staff listened to the public concern, and requested that work be paused and that a full ISED* consultation be completed
- Council and staff asked EORN to complete a public consultation following the ISED policy
- EORN has completed the public consultation process for C8660 and C8661

*ISED: Innovation, Science and Economic Development Canada

ISED's Role in Tower Site Approvals

- Ultimately ISED has the authority under the Radiocommunication Act to approve each site on which radio apparatus, including towers, may be located and to approve the erection of all masts, towers and other antenna-supporting structures.
- ISED generally favours having the telecommunication service providers (TSPs) and the local public and the LUA work together toward a solution which takes each other's interests into consideration.
- Under ISED procedures, if either the LUA or TSP believes discussions have reached an impasse, either can formally request departmental intervention concerning a reasonable and relevant concern.

ISED Consultation Protocol

When the township rescinded CRINS and its protocol for LUA, it by default adopted the ISED Consultation Protocol in CPC-2-0-03.

The key components are:

1. Investigating sharing or using existing infrastructure before proposing new antenna-supporting structures
2. Contacting the land-use authority to determine local requirements regarding antenna systems
3. Undertaking public notification and addressing relevant concerns, whether by following local land-use authority requirements or ISED's default process, as is required and appropriate
4. Satisfying ISED's general and technical requirements
5. Completing the construction within three years

ISED's Tower Guidelines Related to Concerns

Concerns considered relevant include:

- Why is the use of an existing tower not possible?
- Why is an alternate site not possible?
- What is the TSP doing to ensure that the tower is not accessible to the general public?
- How is the TSP trying to integrate the tower into the local surroundings?
- What options are available to satisfy aeronautical obstruction marking requirements at this site?
- What are the steps the TSP took to ensure compliance with the general requirements of this document including the Canadian Environmental Assessment Act (CEAA), Safety Code 6, etc.

Concerns that are not relevant include:

- Disputes with members of the public relating to the TSP's service, but unrelated to tower installations.
- Potential effects that a proposed tower system will have on property values or municipal taxes.
- Questions whether the Radiocommunication Act, CPC-2-0-03 — Radiocommunication and Broadcasting Antenna Systems, Safety Code 6, locally established by-laws, other legislation, procedures or processes are valid or should be reformed in some manner

North Frontenac Sites and Consultation

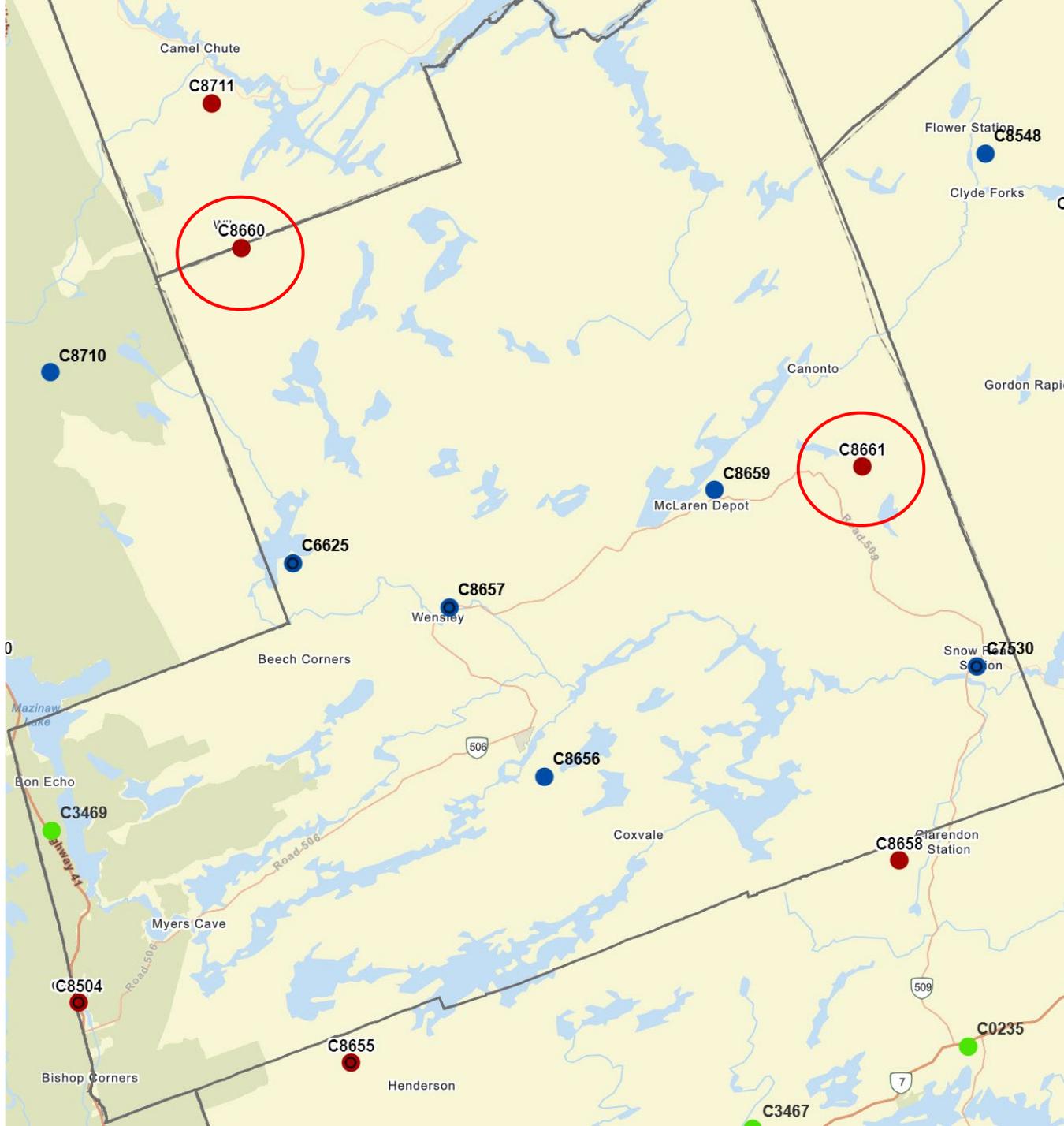


EORN

EASTERN ONTARIO
REGIONAL NETWORK

North Frontenac Sites

	Uplifts
	Co-locations (existing sites)
	New builds
	In-service

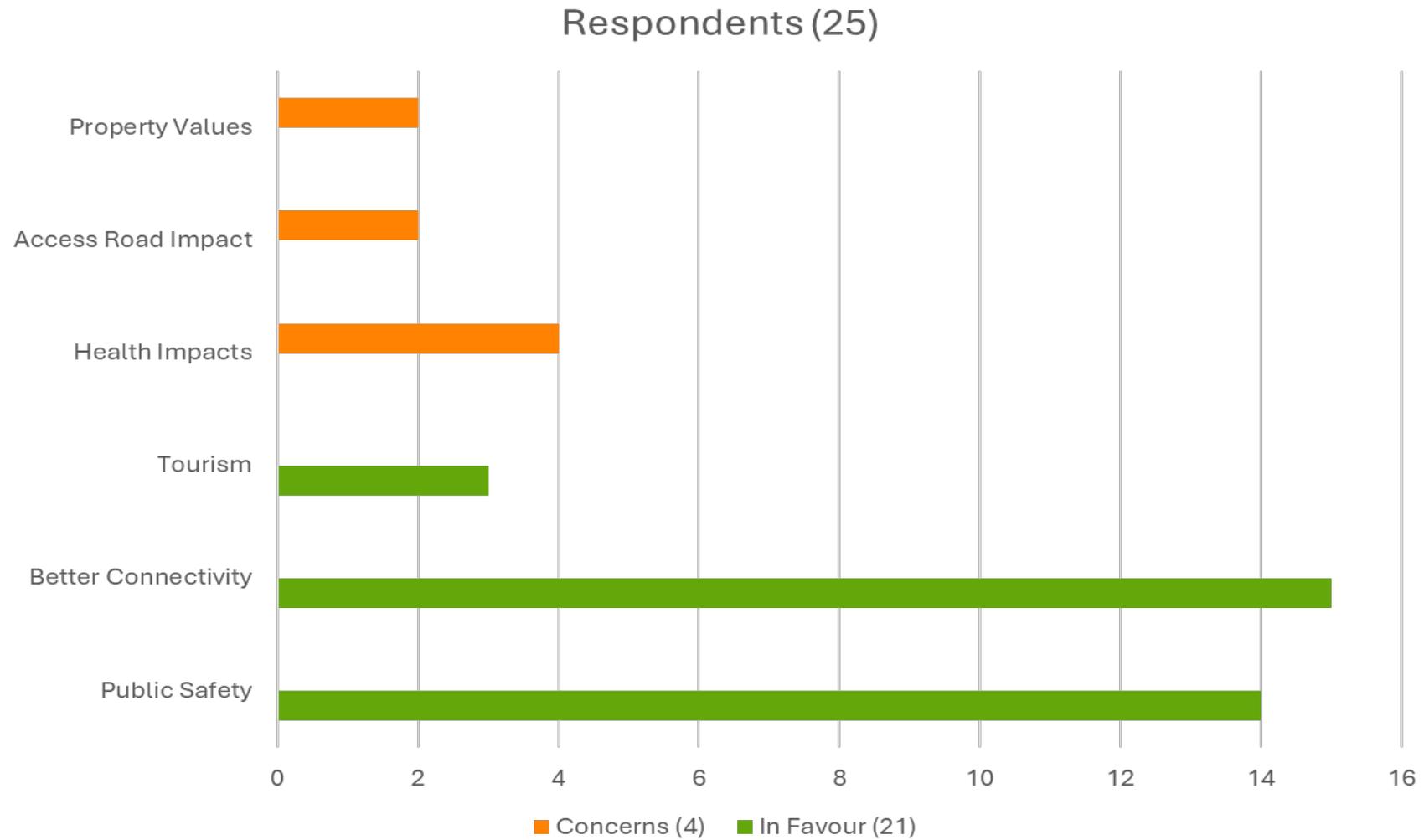


C8660 and C8661 Public Notification and Consultation

Notification

- Notification to all property owners within three times the tower height, measured from the furthest point of the supporting mechanism, approximately 350 meters, but went to 385 meters to ensure notifications would be sent to residents within a larger search ring
- Notification sent by registered letter.
 - Nine sent for C8660 Matawatchan Road at Wilson
 - Four sent for C8661 Sunday Lake Drive and Cruise Road
 - Three notifications were not picked up by the landowners
- Notice appeared in the February 6, 2025, Frontenac News publication, on page six. Notice was also posted on the township's website on February 6, 2025
- Public meeting held March 5, 2025, at the Township of North Frontenac Municipal Office with six attendees
- Last date for public comment was March 7 but was extended to March 14, 2025, as comments were still being received (43 days after newspaper notice)
- 47 interactions with the public occurred via emails, phone calls, in person meeting and public meeting

Overview of Comments Received



C8660 – Matawatchan Road

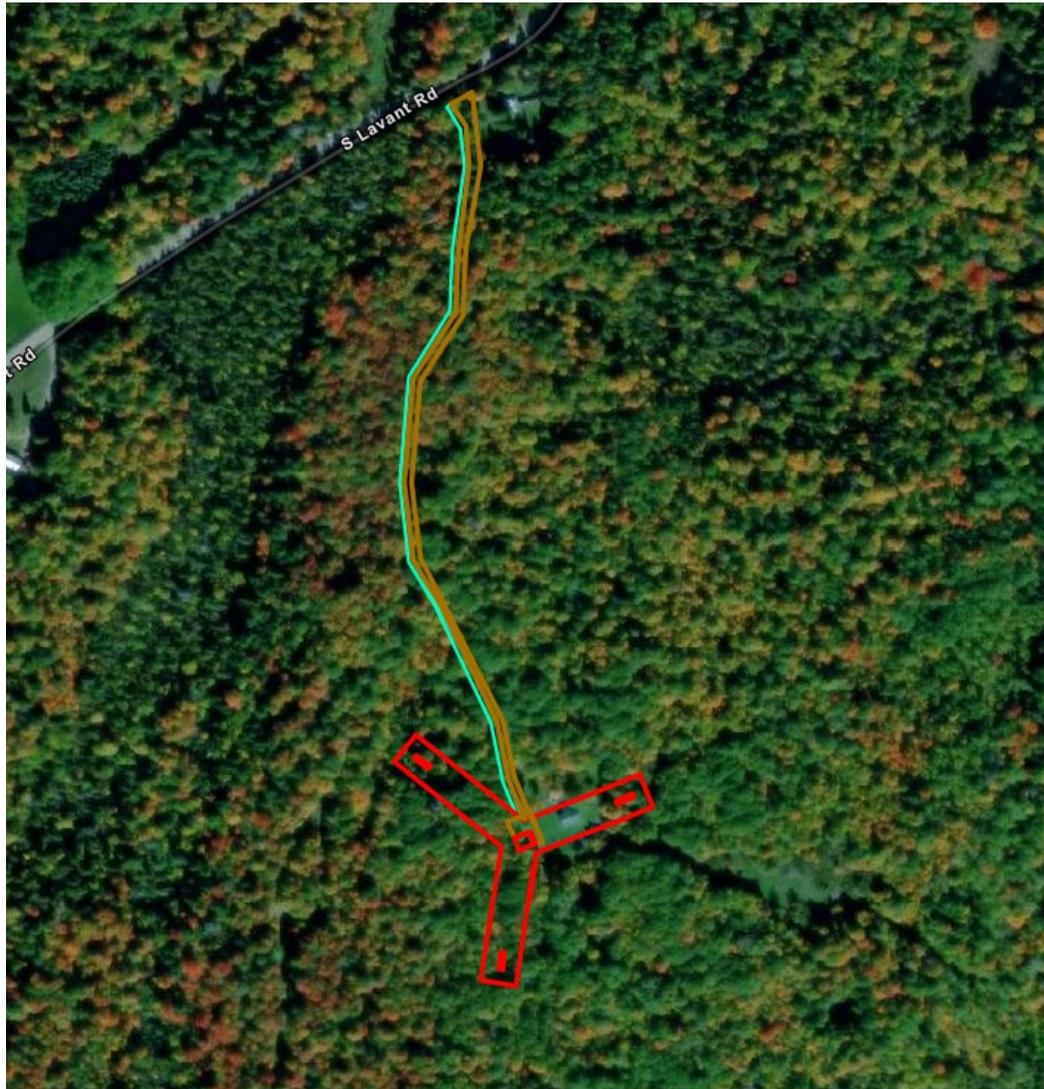


- 91.5 meter guyed tower
- Transport Canada and NAV Canada have determined no lights are required at this point in time
- Fenced compound surrounding equipment shelter

C8660 Matawatchan Road at Wilson

- 23 residents provided comments on C8660
- 21 of the 23 residents who commented are in support of the tower siting public safety, access to connectivity and tourism as reasons why it should proceed.
- Two residents who live at the same residential property do not support the tower due to concerns with possible property devaluation and health issues related to electromagnetic radiation from the tower. The property owners have requested the tower be moved.
 - Property values and questioning Safety Code 6 are deemed non relevant concerns by ISED
 - To move the site would require new archaeological and natural heritage assessments, soil samples, etc. to be completed. The Cell Project is to be completed in 2026, and moving the tower jeopardizes its completion. EORN budget is also not able to absorb additional costs to move the tower at this time.

C8661 – Sunday Lake Drive and Cruise Road (off S Lavant Road)



- 91.5 meter guyed tower
- Transport Canada and NAV Canada require daytime and nighttime lighting
- Fenced compound surrounding equipment shelter

C8661 – Sunday Lake Drive and Cruise Road

- Two residents living at the same residential property brought forward concerns about the impact of the proposed access road and associated tree clearing which is in close proximity to their residence and business
 - EORN has asked that the entrance to the access road be altered to avoid the section near the property owner's residence and business. Rogers is working with Hydro to see if the power can be brought in via the proposed new route. If not compensation for fencing or a natural vegetation barrier will be provided.
- The property owners asked if an affidavit would be signed ensuring no health impacts due to tower
 - As Health Canada is responsible for Safety Code 6 contact information was to the residents by EORN. Questioning Safety Code 6 is deemed a non relevant concern by ISED

Recommendation to North Frontenac Council

That the Township of North Frontenac support the current concurrence on towers C8660 Matawatchan Road at Wilson and C8661 Sunday Lake Drive and Cruise Road with the continuation of construction for the proposed cell towers;

Or

That the Township of North Frontenac rescind the concurrence granted for cell towers C8660 and C8661 and the township notify Rogers Communications Inc. and ISED of the decision.

Questions



EORN

EASTERN ONTARIO
REGIONAL NETWORK

Public Consultation Report for Cell Towers C8660 and C8661

April 4, 2025



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1. Introduction

The Eastern Ontario Regional Network (EORN) is proposing as part of the EORN Cell Gap Project with its partner Rogers Communication Inc (RCI), to build new wireless communications towers known as C8660 Matawatchan Road at Wilson located at 2216 Matawatchan Road, North Frontenac and C8661 Sunday Lake Dr and Cruise Rd located at 6137 South Lavant Road, North Frontenac- collectively known as the “Towers” and to improve mobile cellular coverage and meet increasing demands across the eastern Ontario region.

This report outlines the public consultation process completed for the proposed Towers. The purpose of this consultation was to inform the community, gather feedback, and assess the potential impact of these developments on the surrounding areas. The consultation process was carried out in accordance with the municipal guidelines for land use applications and development approvals under the Ministry of Innovation, Science and Economic Development (ISED) Default Public Consultation Protocol.

2. Background

The proposed installation of the Towers is part of an initiative to enhance telecommunications infrastructure within the Township of North Frontenac. EORN’s goal is to improve cellular coverage and capacity, meeting the increasing demand for mobile data and communication services. These proposed towers are intended to service the growing population and business needs, while minimizing interference with existing land uses and residential areas.

In accordance with municipal policy, a public consultation process was required to ensure transparency and community engagement in the decision-making process regarding land use and zoning amendments. Both sites had received concurrence by the Township of North Frontenac in late 2023. EORN completed the required archaeological and natural heritage assessment and released the site to Rogers in September 2024. On C8660 Rogers began work completing soil samples, clearing the site and readying for construction on the site and access road. At the January 31, 2025, North Frontenac Council meeting, council was approached by local property owners who stated they had not been properly notified of the builds by the township’s consultant CRINS, who performed the land use authority on behalf of the township. Council felt it was important to ensure the process was completed correctly and on January 31, 2025 requested that EORN stop work on the two sites and conduct a fulsome public consultation process following Innovation, Science and Economic Development’s default public consultation process.

EORN began the process on February 6, 2025.

3. Consultation process

The public consultation process took place between February 6, 2025, and March 14, 2025, utilizing multiple platforms and methods to ensure broad participation. The consultation approach included the following:

3.1 Public notice and advertisement

EORN was responsible for notifying neighbouring landowners within a 385-meter radius of the proposed towers via registered mail:

- C8660 Matawatchan Road and Wilson Road tower - nine letters were sent. Seven letters were delivered and two were returned to EORN.
- C8661 Sunday Road and tower four letters were sent. Three were confirmed delivered and one was out for delivery at the time of this report. There was one landowner who had two separate letters for two property parcels, and it was one of these letters that was still out for delivery. A copy of the registered mail notifications can be found under appendix A.

Notices were published in the Frontenac News on February 6, 2025, providing details about the proposed cell towers, including their locations and the nature of the development. EORN provided contact information to receive comments from the public and to provide responses until March 14, 2025, and the ads provided information of a hybrid public information session held on March 5, 2025.

A copy of the notices was also placed on the municipality's website on February 6, 2025.

3.2 Public information session

A hybrid public information session was held on March 5, 2025, from 6 p.m. to 8 p.m. at the Township of North Frontenac Municipal Offices at 6648 Road 506, Plevna, Ontario. EORN hosted the meeting to discuss C8660 and C8661 sites and to answer questions from the public. Three EORN staff were present and one facilitator. One council member from North Frontenac was in attendance and five members of the public. One staff member from North Frontenac was in attendance to manage the virtual meeting platform for the meeting. No participants joined virtually.

The session allowed community members to ask questions and submit feedback on the proposed two sites. A summary of the meeting can be found under 7. Attachments.

3.3 Direct consultation with stakeholders

Direct outreach was conducted with key stakeholders, including nearby property owners, business owners and any affected parties identified during the consultation process.

One-on-one meetings were offered to provide further clarification about the project and address any specific concerns.

3.4 Nearby property owner notification

EORN was responsible for notifying neighbouring landowners within a 385-meter radius of the proposed towers via registered mail. Addresses for the property owners were provided by municipal staff to EORN.

3.5 One-on-one meetings

As per the request of North Frontenac's council, EORN staff met the neighbouring property owners who are close to the proposed access road for C8661 site. After discussions and review EORN has requested that Rogers review moving the entrance of the access road to avoid impact to the property owners' home and business which abuts the access road.

Discussions with the landowner of the proposed site has occurred and they are amenable to the proposal. This request would require a change to how power for the site is delivered and a request to Hydro One has been made to see if this is a possibility. If this proposed change cannot be done a compensation for a fence or natural vegetation barrier would be provided.

4. Feedback and responses summary

As per ISED's CPC-2-0-03 Radiocommunication and Broadcasting Antenna Systems they have deemed relevant and non relevant concerns for the process. The factors that will determine whether a concern is reasonable or relevant according to this process will vary but will generally be considered if they relate to the requirements of document and to the amenities or important characteristics of the area surrounding the proposed antenna system. Examples of concerns that proponents are to address may include:

- Why is the use of an existing antenna system or structure not possible?
- Why is an alternate site not possible?
- What is the proponent doing to ensure that the antenna system is not accessible to the public?
- How is the proponent trying to integrate the antenna into the local surroundings?
- What options are available to satisfy aeronautical obstruction marking requirements at this site?
- What are the steps the proponent took to ensure compliance with the general requirements of this document, including the Impact Assessment Act, Safety Code 6, etc.?

Concerns that are not relevant include:

- Disputes with members of the public relating to the proponent's service, but unrelated to antenna installations
- Potential effects that a proposed antenna system will have on property values or municipal taxes
- Questions whether the Radiocommunication Act, Safety Code 6, locally established by-laws, other legislation, procedures or processes are valid or should be reformed in some manner.

Throughout the process EORN followed Innovation, Science and Economic Development's (ISED) default public consultation process. As required by the default process, EORN's acknowledgement of the comments was answered within 14 days of receipt, with responses provided by EORN within 60 days. Upon receipt of EORN's response the respondent was allowed up to 21 days to make further comments.

A total 47 emails and phone calls with comments were received from 25 residents during the consultation process. Twenty-three residents provided comments on site C8660, and two residents commented on C8661. These comments were collected from consultations via email and telephone calls as well as input provided at the hybrid public information session. Below is a summary of the key themes identified.

4.1 Breakdown of comments

C8660 - 21 of 23 residents expressed support for the tower, emphasizing the need for enhanced cellular coverage, especially in areas where service has been sporadic or nonexistent. Two residents do not support the tower.

C8661 – two residents were not directly opposed to the site but have concerns with the proximity of their residence and business to the access into the site.

4.2 Concerns about aesthetic and environmental impacts

C8660 - two respondents voiced concerns about the visual impact of the tower, particularly related to their own residential property which they have developed over time into gardens. There was also concern about potential environmental impacts, including effects on local wildlife and vegetation. A request was made by the respondent to move the tower to another location on the landowner's property further away from their property.

C8661 - two respondents voiced concerns about the visual impact of the access road and its associated tree clearing on their residential and business property. There was also some concern about potential environmental impacts, including effects on local wildlife and vegetation.

Prior to EORN notifying the province or Rogers that construction can begin, EORN conducts archaeological Stage 1 and Stage 2 assessments on each new build site. EORN also conducts

natural heritage assessments on each site with First Nations communities who have reviewed the sites and identified any concerns from a cultural and environmental perspective. This process has been endorsed by both the upper levels of government and 18 Indigenous communities and organizations that EORN is working with as per its duty to consult requirements for the project. If any concerns are found mitigation measures are implemented for the sites.

Cell towers are essential for providing service, as they are the only effective way to deploy wireless connectivity. While they may not be visually appealing, their presence is a necessary requirement for reliable communication.

4.3 Health and safety concerns

C8660 - two residents raised questions about the potential health effects of electromagnetic radiation from the tower impacting their ability to utilize parts of their property.

C8661 - two residents did raise concerns about potential health effects of electromagnetic radiation from the tower. A request was made for a signed affidavit affirming their health and safety would be protected.

Through this project EORN's partner Rogers Communication Inc follows and adheres to all federal policies which includes Safety Code 6 that sets the acceptable limits for EMF radiation.

Under CPC-2-0-03 Radiocommunication and Broadcasting Antenna Systems for land use authority decisions, this is deemed a non relevant concern. Contact information for Health Canada was shared with the residents near C8661 regarding their request for an affidavit.

4.4 Property value impact

C8660 - two property owners near the proposed site expressed concerns about potential negative effects on property values due to the proximity of the tower to their property.

C8661 - two residents did voice concern of property value and impact to their business. As per CPC-2-0-03 Radiocommunication and Broadcasting Antenna Systems for land use authority decisions, this is deemed a non relevant concern.

4.5 Access and traffic concerns

C8660 - two property owners voiced concerns regarding being approached by Hydro One to have pole lines which would supply power to the site cross their property. They were insulted by this as not in support of the tower.

C8661 - two property owners expressed concern to how the proximity of the access road and its development will impact their business. Clearing of trees and heavy equipment and truck traffic during construction.

EORN has met with the property owners and have requested that Rogers look at altering the entrance into the property to avoid the section near the property owner's residence and business. At this point in time Rogers is working with Hydro One to see if the power from the site can be brought in via the suggested alternate route. If this is deemed not possible by Hydro One, compensation for fencing or natural vegetation barrier will be discussed.

4.6 Public safety

C8660 - of the 21 residents who supported the tower 14 sited being able to access emergency services if needed to be a key factor in their support.

C8661 was also included in many of the above noted comments as better service for the entire community/township.

EORN thanked the respondents and recognized receipt of their email.

4.7 Connectivity

C8660 - 15 of the 21 residents who supported the tower remarked that the need for improved connectivity, both broadband and cellular is needed in the municipality.

C8661 was also included in many of the above noted comments for better connectivity in the community/township.

EORN thanked the respondents and recognized receipt of their email.

4.8 Tourism

C8660 - three residents of the 21 in support of the tower commented on visitors to the area having access to better connectivity.

C8661 was included in comments received in regard to support for towers in the township as a whole.

EORN thanked the respondents and recognized receipt of their email.

5. Conclusion

The public consultation process for the proposed Towers was successful in engaging the community and gathering valuable input. While there were concerns raised, particularly about property values and health, there was overwhelming community support for the towers. The consultation has allowed for open discussion and input from the community as was the direction council requested to EORN to ensure that a public consultation process was completed.

EORN has investigated if there were ways in which to address the concerns raised for both C8660 Matawatchan Road at Wilson and C8661 Sunday Lake Drive and Cruise Road. It will not be possible to move the tower at C8660. EORN's project end date is 2026, and if the tower is moved archaeological and natural heritage assessments will need to be completed as will soil samples and possibly a new access road into the site would need to be developed. The time remaining in the project will not allow for this work to happen and finish the tower on time. There is also a considerable cost to the proposed move which cannot be absorbed in the current budget.

C8861 Sunday Lake Drive and Cruise Road site's access road is under review now. If the layout plan for Hydro One can be accommodated EORN will work with Rogers Communications Inc. to move the access site to allow for less disruption to the property owner who borders the current suggested access road. If that is not possible compensation for a natural vegetation barrier or fencing.

6. Recommendation

That the Township of North Frontenac support the current concurrence on towers C8660 Matawatchan Road at Wilson and C8661 Sunday Lake Drive and Cruise Road with the continuation of construction for the proposed cell towers C8660 and C8661:

Or

That the Township of North Frontenac rescind the concurrence granted for cell towers C8660 and C8661 and the township notify Rogers Communications Inc. and ISED.

7. Attachments

- 1) Copy of advertisement in Frontenac News February 6, 2025
- 2) Sample letter and package for C8660 and C8661 to neighbouring properties
- 3) March 5, 2025, public information session summary
- 4) EORN Public Information Meeting Notes for Proposed Tower Sites C8660 and C8661
- 5) Comment log

PUBLIC NOTICE PROPOSED ROGERS 91.5 METRE WIRELESS TELECOMMUNICATIONS GUYED TOWER INSTALLATION C8660 Matawatchan Road at Wilson

Proposal:

EORN is proposing an antenna system at 2216 Matawatchan Road, North Frontenac, which consists of the following: a 91.5 meter guyed tower in a fenced compound. Once completed the antenna system will measure 91.5 meters in height.

EORN invites you to provide by email your comments and questions on the proposed antenna system by March 14, 2025.

A hybrid public information session will be held where representatives from EORN will be available to provide information around the project and answer any questions.

Hybrid Public Information Session Details:

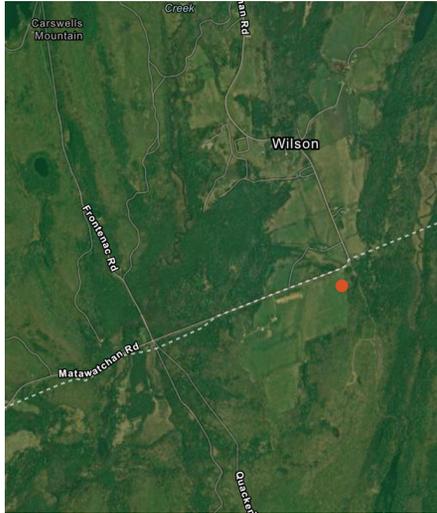
Date: March 5, 2025
Time: 6 p.m. to 8 p.m.
Location: The Township of North Frontenac municipal office
6648 Road 506, Plevna ON

To join virtually please register with Tara Mieske at clerkplanning@northfrontenac.ca by March 3, 2025.

EORN will respond to all reasonable and relevant concerns, and this information will be shared with the Township of North Frontenac for review to assist in determining their position to the proponent and the Ministry of Innovation, Science and Economic Development.

Innovation, Science and Economic Development Canada is responsible for the approval of the antenna system and requires that we review the proposal with the local municipality. After reviewing this proposal, The Township of North Frontenac will provide its position to Innovation Science and Economic Development Canada and Rogers.

Contact Information
Proposed Wireless Communication Installation
Reference C8660 Matawatchan Road at Wilson
Lisa Severson
lseverson@eorn.ca
Phone: 613-213-8520



PUBLIC NOTICE PROPOSED ROGERS 91.5 METRE WIRELESS TELECOMMUNICATIONS GUYED TOWER INSTALLATION C8661 Sunday Lake Drive and Cruise Road

Proposal:

EORN is proposing an antenna system at 6137 South Lavant Road, North Frontenac, which consists of the following: a 91.5 meter guyed tower in a fenced compound. Once completed the antenna system will measure 91.5 meters in height.

EORN invites you to provide by email your comments and questions on the proposed antenna system by March 14, 2025.

A hybrid public information session will be held where representatives from EORN will be available to provide information around the project and answer any questions.

Hybrid Public Information Session Details:

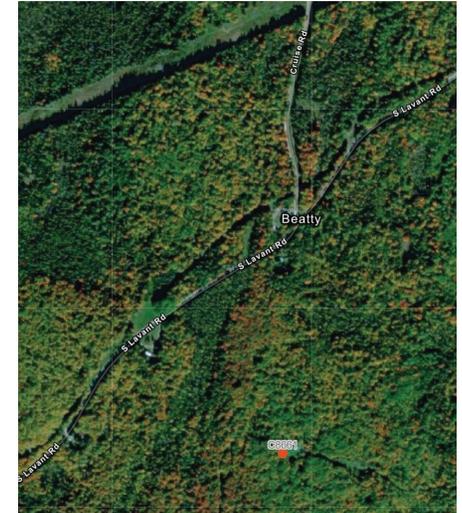
Date: March 5, 2025
Time: 6 p.m. to 8 p.m.
Location: The Township of North Frontenac municipal office
6648 Road 506, Plevna ON

To join virtually please register with Tara Mieske at clerkplanning@northfrontenac.ca by March 3, 2025.

EORN will respond to all reasonable and relevant concerns, and this information will be shared with the Township of North Frontenac for review to assist in determining their position to the proponent and the Ministry of Innovation, Science and Economic Development.

Innovation, Science and Economic Development Canada is responsible for the approval of the antenna system and requires that we review the proposal with the local municipality. After reviewing this proposal, The Township of North Frontenac will provide its position to Innovation Science and Economic Development Canada and Rogers.

Contact Information
Proposed Wireless Communication
Installation Reference C8661 Sunday Lake Dr
and Cruise Rd
isa Severson
lseverson@eorn.ca
Phone: 613-213-8520



February 5, 2025

Property Owner Address

Dear Property Owner,

Subject: Notification and Information Package – Proposed Cell Tower Installation – C8660

We are reaching out to inform you about a proposed telecommunications tower installation in your area. As a neighbouring property owner within three times the tower height as per Innovation, Science and Economic Development Canada's notification requirements, we want to ensure you have all the necessary information regarding this project and provide you with an opportunity to share any questions or concerns you may have.

The Eastern Ontario Regional Network (EORN) is working to enhance wireless coverage and connectivity in the Township of North Frontenac. This project is part of a broader effort to improve telecommunications infrastructure, ensuring residents, businesses, and emergency services have reliable access to mobile services in 112 municipalities in eastern Ontario.

The proposed site details are as follows:

- Site name: C8660 Matawatchan Road at Wilson
- Location: 2216 Matawatchan Road, North Frontenac
- Structure type: Guyed tower
- Height: 91.5 meters
- Service provider(s): Rogers Communications Inc.

Enclosed with this letter, you will find an information package that includes:

- A project overview
- A site plan and visual representation
- Contact details for further inquiries

Public consultation is an important part of this process, and we welcome your feedback. If you have any questions or concerns regarding this proposed installation, please feel free to reach out to us. Additionally, we invite you to attend an upcoming hybrid public information session where representatives from EORN staff will be available to provide information around the project and answer any questions.

Hybrid public information session details:

- Date: March 5, 2025
- Time: 6 p.m. to 8 p.m.
- Location: The Township of North Frontenac municipal office
6648 Road 506
Plevna, Ontario

To join virtually please register with Tara Mieske at clerkplanning@northfrontenac.ca by March 3, 2025.

We appreciate your time and consideration in reviewing this information. Your input is valuable, and we look forward to engaging with the community.

Please direct any comments and questions on the proposed tower to Lisa Severson at lseverson@eorn.ca

Sincerely,



Lisa Severson,
Director of Communications, EORN
lseverson@eorn.ca
Phone: 613-213-8520

Public Notification – Proposed Wireless Telecommunications Installation

Purpose

The Eastern Ontario Regional Network (EORN) is proposing as part of the EORN Cell Gap Project with its partner Proponent, to build a new wireless communications tower known as C8660 Matawatchan Rd @ Wilson located at 2216 Matawatchan Road, North Frontenac to improve mobile cellular coverage and meet increasing demands across the eastern Ontario region.

This public consultation is being undertaken on behalf of the Township of North Frontenac.

The telecommunications industry is exclusively regulated under the Federal Radiocommunication Act and administered by Innovation, Science and Economic Development Canada (ISED). It has established a clear set of rules that wireless carriers must follow when looking to install or modify a tower or antenna system ([Client Procedures Circulars - CPC 2-0-03, Radiocommunication and Broadcasting Antenna Systems](https://www.isd-canada.ca/ISED/eng/learn-more/key-documents/procedures/client-procedures-circulars-cpc/cpc-2-0-03-radiocommunication-and-broadcasting-antenna-systems)¹).

Representatives of the Township of North Frontenac as the land use authority must be consulted, with respect to their applicable local land-use and consultation requirements. As the township does not have their own protocol, ISED's default public consultation (CPC 2-0-03) will be followed.

Installation description

Municipal address: 2216 Matawatchan Road

Geographic coordinates: 45.110492 -77.09201

Appendix A contains a map of the proposed location.

Location on the lot: The site is located on the east side of a large field, with the tower center approximately 110 meters from the road. The access road will be through an existing trail / concession road allowance to the side of the field.

Appendix B shows the proposed site plan.

Type of tower and details: 91.5 meter guyed tower

¹ <https://www.isd-canada.ca/ISED/eng/learn-more/key-documents/procedures/client-procedures-circulars-cpc/cpc-2-0-03-radiocommunication-and-broadcasting-antenna-systems>

Appendix C is a photograph of a similar tower.

Details: An equipment shelter will also be installed *at the base of the proposed tower and will be surrounded by a security fence with a locked gated access point. Anchors will also be fenced.* The site is designed to provide 3-sectored LTE 700/2100/2600 MHz and LTE/NR 600. It can also accommodate future technologies.

Aeronautical obstruction marking and land use: Transport Canada and NAV Canada have approved this site, and determined at this point in time, that no lights or marking is required on the tower. This may change in the future based on changes in the usage of navigation systems.

For additional information: [NAV CANADA Land Use Program](#) and Transport Canada's Obstruction Marking regulations:

<https://tc.canada.ca/en/corporate-services/acts-regulations/list-regulations/canadian-aviation-regulations-sor-96-433/standards/standard-621-obstruction-marking-lighting-canadian-aviation-regulations-cars>

Location rational

The EORN Cell Gap Project's objective is to provide improved cellular service in unserved and underserved areas across the region where people live, work and travel.

To enable this improved coverage, a complex network design was created factoring in existing infrastructure including third party towers, proximity to neighbouring towers and terrain as well as other factors. Based on this design, within a specified search area, the proponent then identified a willing landowner to host the proposed site.

There are no existing third party towers within eight kilometers of the search area. The nearest proposed proponent tower is more than six kilometers from the search area. To meet the Project objectives, there are no alternatives but building this site.

Health Canada's Safety Code 6

The Proponent attests that the radio antenna system for the proposed Installation will be installed and operated on an ongoing basis so as to comply with Health Canada's *Safety Code 6* limits as it may be amended from time to time, for the protection of the general public, including any combined effects of additional carrier co-locations and nearby installations within the local radio environment.

Additional information from the Government of Canada and from other credible sources:

<http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf11467.html>

<https://www.canada.ca/en/health-canada/services/environmental-workplace-health/reports-publications/radiation/understanding-safety-code-6.html>

<https://www.canada.ca/en/health-canada/services/health-risks-safety/radiation/everyday-things-emit-radiation/cell-phones-towers.html>

<https://www.who.int/news-room/questions-and-answers/item/radiation-5g-mobile-networks-and-health>

Respect of engineering ethics and code of practice

The Proponent attests that the radio antenna system for the proposed installation will be constructed in compliance with the *National Building Code* and the structural standards contained in *CSA S37-18* (Canadian Standard Association), and will respect good engineering practices, including structural adequacy.

Environmental assessment - Impact Assessment Act

The Proponent attests that the proposed Installation is not located within federal lands nor is it incidental to, or form part of, projects that are designated under the *Regulations Designating Physical Activities* or by the Minister of the Environment as requiring an environmental assessment. Detailed information on the Impact Assessment Act (S.C. 2019, c. 28, s. 1) can be found at: <https://laws-lois.justice.gc.ca/eng/acts/l-2.75/page-1.html>

Contact information

Land use authority of the Township of North Frontenac

Tara Mieske

Clerk/Planning Manager

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

clerkplanning@northfrontenac.ca

Eastern Ontario Regional Network

Lisa Severson

Director of Communications

Eastern Ontario Regional Network (EORN)

Phone: 613-213-8520

Email: lseverson@eorn.ca

Website: www.eorn.ca

Innovation, Science and Economic Development Canada / Innovation, Science et développement économique Canada

2 Queen Street East, Sault Ste. Marie, ON, P6A 1Y3

Tel: 1-855-465-6307

Fax: 705-941-4607

Email/Courriel: spectrumenod-spectredeno@ised-isde.gc.ca

Web: https://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/h_sf11435.html

Invitation to submit feedback as part of the public consultation

Within the framework of the public consultation, we invite citizens to submit their written comments and concerns **by 5 p.m. on March 14, 2025 to:**

Eastern Ontario Regional Network

Lisa Severson

Director of Communications

Eastern Ontario Regional Network (EORN)

Email: lseverson@eorn.ca

Only written comments and concerns sent to the above address will form part of the official record of public consultation.

Public meeting

EORN will host a hybrid public information session on

March 5, 2025 from 6 p.m. to 8 p.m.

at

Council Chambers

Township Municipal Office

6648 Road 506, Plevna, Ontario

The purpose of this meeting is to provide information about the EORN Cell Gap Project and the proposed tower and answer questions from area residents. The meeting will be mediated to ensure that project information is presented, and questions answered and responded to in a respectful manner. Only written comments and concerns sent to the above consultation address will form part of the official record of public consultation.

To attend this meeting virtually, please register by March 3, 2025 to:

Tara Mieske

Clerk/Planning Manager

clerkplanning@northfrontenac.ca

Avis public – Installation proposée de télécommunications sans fil

Objectif

Le Réseau régional de l'est de l'Ontario (RREO) propose, dans le cadre du projet de connectivité cellulaire du RREO, en collaboration avec son partenaire promoteur, de construire une nouvelle tour de communication sans fil appelée C8660 Matawatchan Rd @ Wilson, située au 2216, chemin Matawatchan, North Frontenac, afin d'améliorer la couverture cellulaire mobile et de répondre à la demande croissante dans la région de l'est de l'Ontario.

Cette consultation publique est menée au nom du canton de North Frontenac.

L'industrie des télécommunications est exclusivement réglementée en vertu de la Loi sur la radiocommunication fédérale et administrée par Innovation, Sciences et Développement économique Canada (ISDE). Elle a établi un ensemble clair de règles que les fournisseurs de services sans fil doivent suivre lorsqu'ils cherchent à installer ou à modifier une tour ou un système d'antennes ([Circulaires des procédures concernant les clients – CPC 2-0-03, Systèmes d'antennes de radiocommunications et de radiodiffusion](#)²).

Les représentants du canton de North Frontenac en tant qu'autorité responsable de l'utilisation des terres doivent être consultés en ce qui concerne leurs exigences locales en matière d'utilisation des terres et de consultation. Comme le canton n'a pas son propre protocole, celui de la consultation publique par défaut d'ISDE (CPC 2-0-03) sera suivi.

Description de l'installation

Adresse municipale : 2216, chemin Matawatchan

Coordonnées géographiques : 45.110492 -77.09201

L'annexe A contient une carte de l'emplacement proposé.

² <https://ised-isde.canada.ca/site/gestion-spectre-telecommunications/fr/savoir-plus/documents-cles/procedures/circulaires-procedures-concernant-clients-cpc/cpc-2-0-03-systemes-dantennes-radiocommunications-radiodiffusion>

Emplacement sur le site : Le site est situé sur le côté est d'un grand champ, avec le centre tour à environ 110 mètres de la route. La route d'accès se fera par une réserve de sentier et chemin de concession existante sur le côté du champ.
L'annexe B montre le plan du site proposé.

Type de tour et détails : Pylône haubané de 91,5 m

L'annexe C est une photographie d'une tour similaire.

Détails : Un cabinet d'équipements sera aussi aménagé à la base de la tour proposée et sera ceinturé d'une clôture de sécurité et d'une entrée verrouillée. Les points d'ancrage seront également clôturés. Le site est conçu pour fournir des fréquences LTE 700/2100/2600 MHz et LTE/NR 600 à trois secteurs. Il peut également accueillir les technologies futures.

Marquage des obstacles aéronautiques et utilisation des terres : Transport Canada et NAV Canada ont approuvé ce site et ont déterminé qu'à l'heure actuelle, aucune lumière ou signalisation n'est requise sur la tour. Cela pourrait changer à l'avenir en fonction des changements dans l'utilisation des systèmes de navigation.

Pour plus d'informations : [Programme d'utilisation de terrains de NAV CANADA](#) et règlements de marquage des obstacles de Transports Canada :
<https://tc.canada.ca/fr/services-generaux/lois-reglements/liste-reglements/reglement-aviation-canadien-dors-96-433/normes/norme-621-marquage-eclairage-obstacles-reglement-aviation-canadien-rac>

Justification de l'emplacement

L'objectif du projet de connectivité cellulaire du RREO est de fournir un service cellulaire amélioré dans les zones non desservies et mal desservies de la région où des gens vivent, travaillent et se déplacent.

Pour permettre cette meilleure couverture, une conception de réseau complexe a été créée en tenant compte de l'infrastructure existante, y compris les tours de tiers, la proximité des tours voisines et le relief, ainsi que d'autres facteurs. Sur la base de cette conception, dans une zone de recherche spécifiée, le promoteur a ensuite identifié un propriétaire foncier disposé à accueillir le site proposé.

Il n'y a pas de tours de tiers existantes dans un rayon de huit kilomètres de la zone de recherche. La tour la plus proche de celle proposée par le promoteur se trouve à plus de six kilomètres de la zone de recherche. Pour atteindre les objectifs du projet, il n'y a pas d'autre choix que de construire ce site.

Code de sécurité 6 de Santé Canada

Le promoteur atteste que l'installation radio du projet proposé sera établie et exploitée de façon continue en conformité avec le *Code de sécurité 6* de Santé Canada et les modifications qui pourront y être apportées, pour la protection du grand public, y compris tous les effets combinés de la colocation et des installations avoisinantes sur l'environnement radio local.

Pour plus de détails, nous vous invitons à consulter les sites du Gouvernement du Canada et de sources crédibles :

<http://www.ic.gc.ca/eic/site/smt-gst.nsf/fra/sf11467.html>

<https://www.canada.ca/fr/sante-canada/services/securite-et-risque-pour-sante/radiation/exposition-professionnelle-reglementation/code-securite-6-lignes-directrices-exposition-radiofrequences.html>

<https://www.canada.ca/fr/sante-canada/services/securite-et-risque-pour-sante/radiation/sources-rayonnements-quotidien/cellulaires-stations-base.html>

<https://www.who.int/news-room/questions-and-answers/item/radiation-5g-mobile-networks-and-health> (en anglais seulement)

Respect des codes et principes de génie

Le promoteur atteste que tous les ouvrages, installations et structures réalisés et érigés dans le cadre du projet proposé respecteront les codes applicables (*Code national du bâtiment* et de l'Association canadienne de normalisation – *CSA S37-18*), et seront conçus selon les principes de génie généralement reconnus, et les méthodes de construction respecteront les règles de l'art, y compris l'intégrité structurelle.

Évaluation environnementale – Loi sur l'évaluation d'impact

Le promoteur atteste que l'installation proposée ne se trouve pas sur des terres fédérales et ne fait pas partie de projets désignés en vertu du *Règlement désignant les activités concrètes* ou par le ministre de l'Environnement comme nécessitant une évaluation environnementale. Pour plus de détails concernant la Loi sur l'évaluation d'impact (L.C. 2019, ch. 28, art. 1) :

<https://laws-lois.justice.gc.ca/fra/lois/l-2.75/page-1.html>

Coordonnées

Autorité d'utilisation des terres du canton de North Frontenac

Tara Mieske



Commissaire/Gestionnaire de la planification
Municipalité de North Frontenac, 6648, chemin 506, Plevna, Ontario, K0H 2M0,
clerkplanning@northfrontenac.ca

Réseau régional de l'est de l'Ontario

Lisa Severson
Directrice des communications
Réseau régional de l'est de l'Ontario (RREO)
Téléphone : 613-213-8520
Courriel : lseverson@eorn.ca
Site web : www.eorn.ca

Innovation, Science et Développement économique Canada / Innovation, Science and Economic Development Canada

2 rue Queen Est, Sault Ste. Marie, Ontario, P6A 1Y3
Téléphone : 1-855-465-6307
Télécopieur : 705-941-4607
Courriel : spectrumnod-spectredeno@ised-isde.gc.ca
Web : https://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/h_sf11435.html

**Invitation à soumettre des commentaires dans le cadre de la
consultation publique**

Dans le cadre de la consultation publique, nous invitons les citoyens à soumettre leurs commentaires écrits et leurs préoccupations **d'ici 17 h, le 14 mars 2025, à :**

Réseau régional de l'est de l'Ontario

Lisa Severson
Directrice des communications
Réseau régional de l'est de l'Ontario (RREO)
Courriel : lseverson@eorn.ca

Seuls les commentaires écrits et les préoccupations envoyés à l'adresse ci-dessus feront partie du dossier officiel de la consultation publique.

Réunion publique

Le RREO organisera une séance d'information publique hybride

le 5 mars 2025, de 18 h à 20 h

à
la salle du Conseil
Bureau municipal du canton
6648, chemin 506, Plevna, Ontario

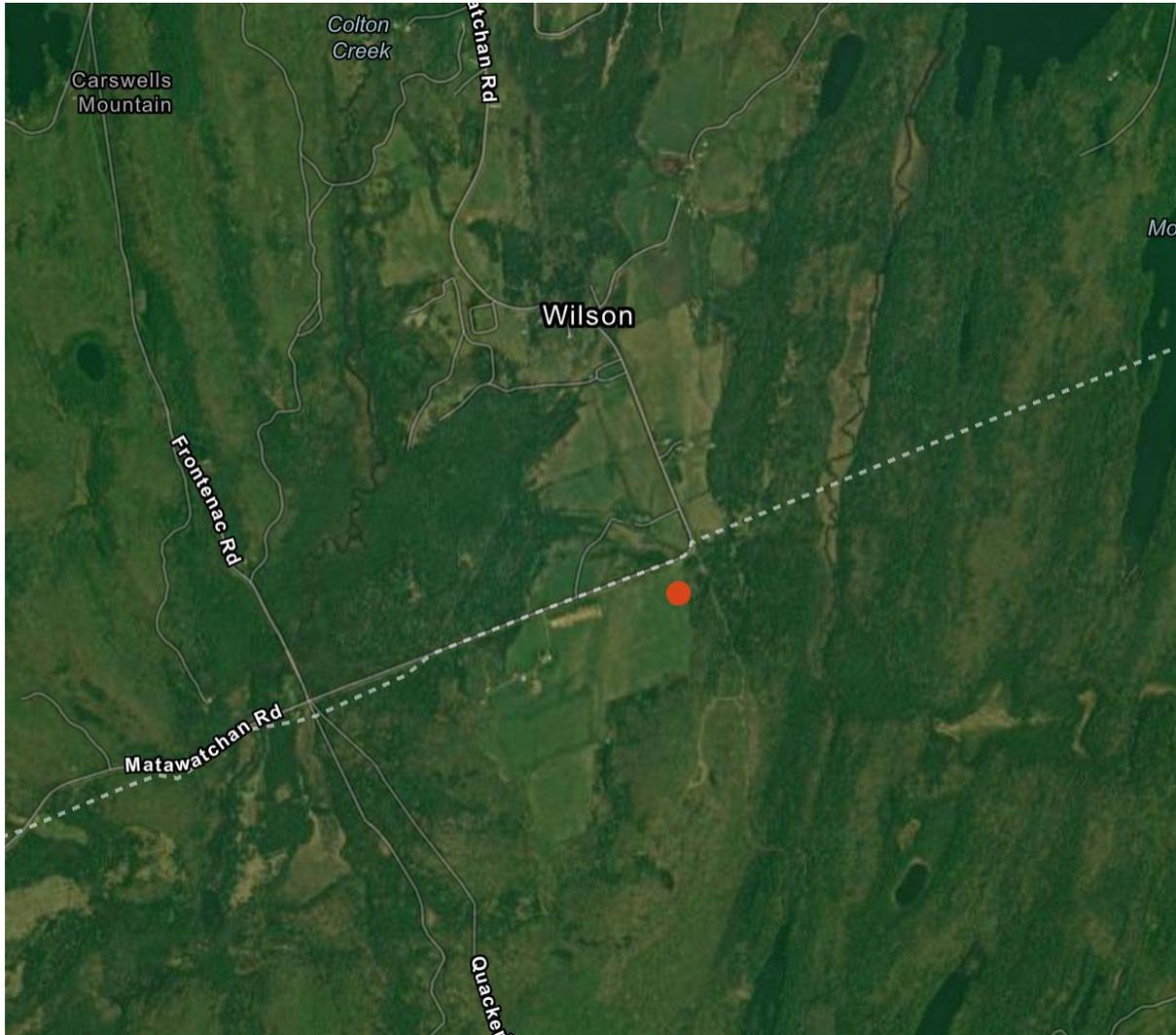
Le but de cette réunion est de fournir des renseignements sur le projet de connectivité cellulaire du RREO et la tour proposée et de répondre aux questions des résidents de la région. La réunion sera animée afin de s'assurer que les informations sur le projet soient présentées et que l'on réponde aux questions de manière respectueuse. Seuls les commentaires écrits et les préoccupations envoyés à l'adresse de consultation ci-dessus feront partie du dossier officiel de la consultation publique.

Pour assister à cette réunion virtuellement, veuillez vous inscrire d'ici le 3 mars 2025 auprès de :

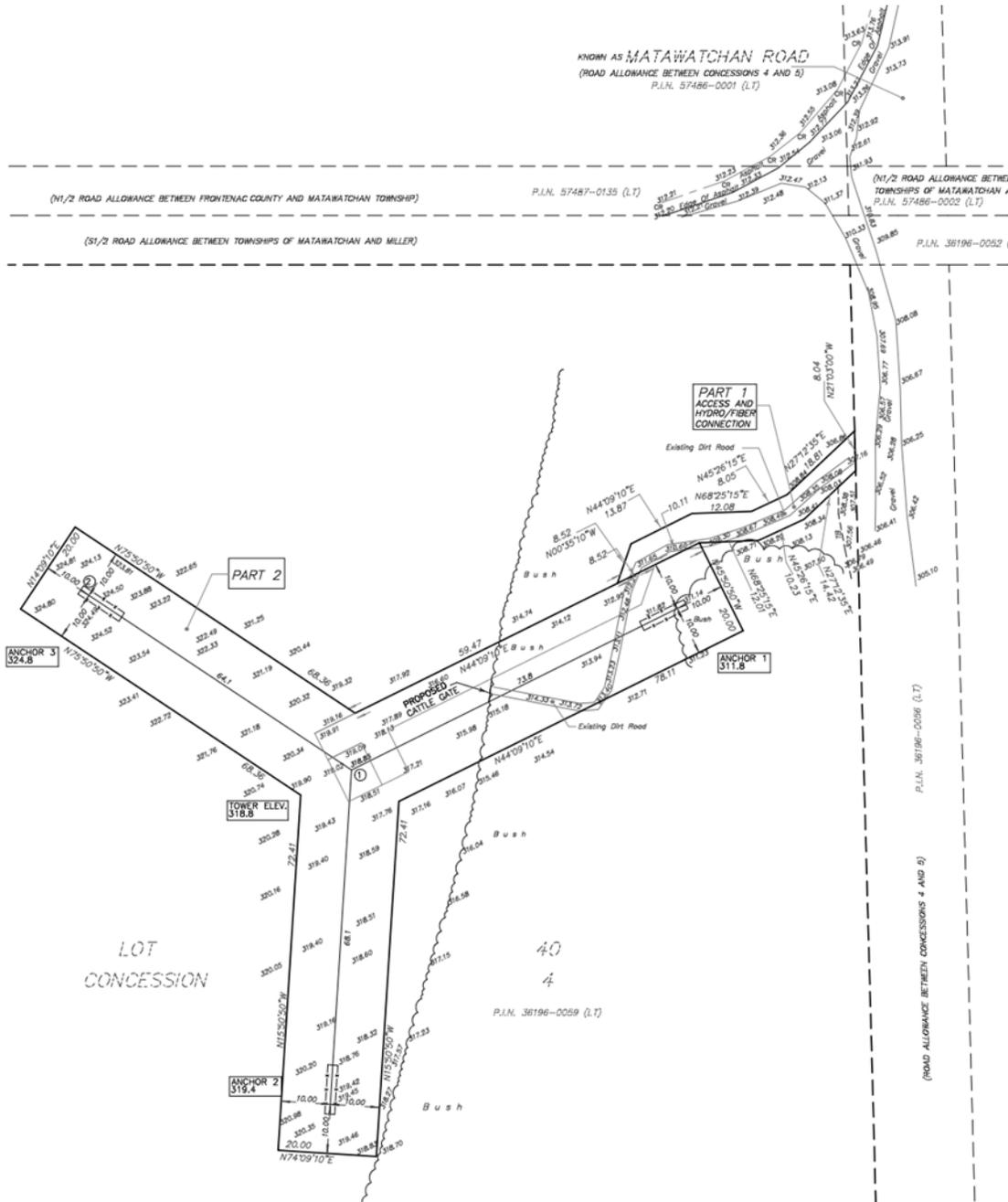
Tara Mieske
Commis/Gestionnaire de la planification
clerkplanning@northfrontenac.ca

Appendix A: Location map of the Proposed Installation

Annexe A : Carte de localisation de l'installation proposée



Appendix B: Site plan of the Proposed Installation Annexe B : Projet de site arpenté



Appendix C: Photograph of Similar Tower
Annexe C: Photographie d'une tour similaire



This image is of another 90 meter guyed tower, and represents what the proposed tower will look like.

Cette image est d'un autre pylône haubané de 90 mètres, et représente à quoi ressemblera la tour proposée.



February 5, 2025

Dear landowner,

Subject: Notification and Information Package – Proposed Cell Tower Installation – C8661

We are reaching out to inform you about a proposed telecommunications tower installation in your area. As a neighbouring property owner within three times the tower height as per Innovation, Science and Economic Development Canada’s notification requirements, we want to ensure you have all the necessary information regarding this project and provide you with an opportunity to share any questions or concerns you may have.

The Eastern Ontario Regional Network (EORN) is working to enhance wireless coverage and connectivity in the Township of North Frontenac. This project is part of a broader effort to improve telecommunications infrastructure, ensuring residents, businesses, and emergency services have reliable access to mobile services in 112 municipalities in eastern Ontario.

The proposed site details are as follows:

- Site name: C8661 Sunday Lake Drive and Cruise Road
- Location: 6137 South Lavant Road, North Frontenac
- Structure type: Guyed tower
- Height: 91.5 meters
- Service provider(s): Rogers Communications Inc.

Enclosed with this letter, you will find an information package that includes:

- A project overview
- A site plan and visual representation
- Contact details for further inquiries

Public consultation is an important part of this process, and we welcome your feedback. If you have any questions or concerns regarding this proposed installation, please feel free to reach out to us. Additionally, we invite you to attend an upcoming hybrid public information session where representatives from EORN staff will be available to provide information around the project and answer any questions.

Hybrid public information session details:

- Date: March 5, 2025
- Time: 6 p.m. to 8 p.m.
- Location: The Township of North Frontenac municipal office
6648 Road 506
Plevna, Ontario

To join virtually please register with Tara Mieske at clerkplanning@northfrontenac.ca by March 3, 2025.

We appreciate your time and consideration in reviewing this information. Your input is valuable, and we look forward to engaging with the community.

Please direct any comments and questions on the proposed tower to Lisa Severson at lseverson@eorn.ca

Sincerely,

A handwritten signature in black ink that reads "Lisa Severson". The signature is written in a cursive, flowing style.

Lisa Severson,
Director of Communications, EORN
lseverson@eorn.ca
Phone: 613-213-8520

Public Notification – Proposed Wireless Telecommunications Installation

Purpose

The Eastern Ontario Regional Network (EORN) is proposing as part of the EORN Cell Gap Project with its partner Proponent, to build a new wireless communications tower known as C8661 Sunday Lake Dr & Cruise Rd located at 6137 South Lavant Road, North Frontenac to improve mobile cellular coverage and meet increasing demands across the eastern Ontario region.

This public consultation is being undertaken on behalf of the Township of North Frontenac.

The telecommunications industry is exclusively regulated under the Federal Radiocommunication Act and administered by Innovation, Science and Economic Development Canada (ISED). It has established a clear set of rules that wireless carriers must follow when looking to install or modify a tower or antenna system ([Client Procedures Circulars - CPC 2-0-03, Radiocommunication and Broadcasting Antenna Systems](#)).

Representatives of the Township of North Frontenac as the land use authority must be consulted, with respect to their applicable local land-use and consultation requirements. As the township does not have their own protocol, ISED's default public consultation (CPC 2-0-03) will be followed.

Installation description

Municipal address: 6137 South Lavant Road

Geographic coordinates: 45.024100 -76.745770

Appendix A contains a map of the proposed location.

Location on the lot: The site is located in a wooded area, with the tower center approximately 400 meters from the road. The access road will enter the property from South Lavant Road and will be graveled.

Appendix B shows the proposed site plan.

Type of tower and details: 91.5 meter guyed tower

Appendix C is a photograph of a similar tower.

Details: An equipment shelter will also be installed at the base of the proposed tower and will be surrounded by a security fence with a locked gated access point. Anchors will also be fenced. The site is designed to provide 3-sectored LTE 700/2100/2600 MHz and LTE/NR 600. It can also accommodate future technologies.

Aeronautical obstruction marking and land use: Transport Canada and NAV Canada have approved this site, and determined at this point in time, that both daytime and nighttime lights are required on the tower.

For additional information: [NAV CANADA Land Use Program](#) and Transport Canada's Obstruction Marking regulations:

<https://tc.canada.ca/en/corporate-services/acts-regulations/list-regulations/canadian-aviation-regulations-sor-96-433/standards/standard-621-obstruction-marking-lighting-canadian-aviation-regulations-cars>

Location rational

The EORN Cell Gap Project's objective is to provide improved cellular service in unserved and underserved areas across the region where people live, work and travel.

To enable this improved coverage, a complex network design was created factoring in existing infrastructure including third party towers, proximity to neighbouring towers and terrain as well as other factors. Based on this design, within a specified search area, the proponent then identified a willing landowner to host the proposed site.

Existing third-party towers within six and ten kilometers of the search area have the proponent's equipment already on them and are too far away to provide appropriate coverage. To meet the project objectives, there are no alternatives but building this site.

Health Canada's Safety Code 6

The proponent attests that the radio antenna system for the proposed installation will be installed and operated on an ongoing basis so as to comply with Health Canada's *Safety Code 6* limits as it may be amended from time to time, for the protection of the general public, including any combined effects of additional carrier co-locations and nearby installations within the local radio environment.

Additional information from the Government of Canada and from other credible sources:

<http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf11467.html>

<https://www.canada.ca/en/health-canada/services/environmental-workplace-health/reports-publications/radiation/understanding-safety-code-6.html>

<https://www.canada.ca/en/health-canada/services/health-risks-safety/radiation/everyday-things-emit-radiation/cell-phones-towers.html>

<https://www.who.int/news-room/questions-and-answers/item/radiation-5g-mobile-networks-and-health>

Respect of engineering ethics and code of practice

The proponent attests that the radio antenna system for the proposed installation will be constructed in compliance with the *National Building Code* and the structural standards contained in *CSA S37-18* (Canadian Standard Association), and will respect good engineering practices, including structural adequacy.

Environmental assessment - Impact Assessment Act

The proponent attests that the proposed Installation is not located within federal lands nor is it incidental to, or form part of, projects that are designated under the *Regulations Designating Physical Activities* or by the Minister of the Environment as requiring an environmental assessment.

Detailed information on the Impact Assessment Act (S.C. 2019, c. 28, s. 1) can be found at:

<https://laws-lois.justice.gc.ca/eng/acts/l-2.75/page-1.html>

Contact information

Land use authority of the Township of North Frontenac

Tara Mieske

Clerk/Planning Manager

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

clerkplanning@northfrontenac.ca

Eastern Ontario Regional Network

Lisa Severson

Director of Communications

Eastern Ontario Regional Network (EORN)

Phone: 613-213-8520

Email: lseverson@eorn.ca

Website: www.eorn.ca

Innovation, Science and Economic Development Canada/Innovation, Science et développement économique Canada

2 Queen Street East, Sault Ste. Marie, ON, P6A 1Y3

Tel: 1-855-465-6307

Fax: 705-941-4607

Email/Courriel: spectrumnod-spectredeno@ised-isde.gc.ca

Web: https://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/h_sf11435.html

Invitation to submit feedback as part of the public consultation

Within the framework of the public consultation, we invite citizens to submit their written comments and concerns **by 5 p.m. on March 14, 2025 to:**

Eastern Ontario Regional Network
Lisa Severson
Director of Communications
Eastern Ontario Regional Network (EORN)
Email: lseverson@eorn.ca

Only written comments and concerns sent to the above address will form part of the official record of public consultation.

Public meeting

EORN will host a hybrid public information session on

March 5, 2025, from 6 p.m. to 8 p.m.

at

Council Chambers
Township Municipal Office
6648 Road 506, Plevna, Ontario

The purpose of this meeting is to provide information about the EORN Cell Gap Project and the proposed tower and answer questions from area residents. The meeting will be mediated to ensure that Project information is presented, and questions answered and responded to in a

respectful manner. Only written comments and concerns sent to the above consultation address will form part of the official record of public consultation.

To attend this meeting virtually, please register by March 3, 2025 to:

Tara Mieske

Clerk/Planning Manager

clerkplanning@northfrontenac.ca

Avis public – Projet d'implantation d'un site de télécommunication sans fil

1. Objectif

Le Réseau régional de l'est de l'Ontario (RREO) propose, dans le cadre du projet de connectivité cellulaire du RREO, en collaboration avec son partenaire promoteur, de construire une nouvelle tour de communication sans fil appelée C8661 Sunday Lake Dr & Cruise Rd, située au 6137, chemin South Lavant, North Frontenac, afin d'améliorer la couverture cellulaire mobile et de répondre à la demande croissante dans la région de l'est de l'Ontario.

Cette consultation publique est menée au nom du canton de North Frontenac.

L'industrie des télécommunications est exclusivement réglementée en vertu de la Loi sur la radiocommunication fédérale et administrée par Innovation, Sciences et Développement économique Canada (ISDE). Elle a établi un ensemble clair de règles que les fournisseurs de services sans fil doivent suivre lorsqu'ils cherchent à installer ou à modifier une tour ou un système d'antennes ([Circulaires des procédures concernant les clients – CPC 2-0-03, Systèmes d'antennes de radiocommunications et de radiodiffusion](#)).

Les représentants du canton de North Frontenac en tant qu'autorité responsable de l'utilisation des terres doivent être consultés en ce qui concerne leurs exigences locales en matière d'utilisation des terres et de consultation. Comme le canton n'a pas son propre protocole, celui de la consultation publique par défaut d'ISDE (CPC 2-0-03) sera suivi.

2. Description de l'installation

Adresse municipale : 6137, chemin South Lavant

Coordonnées géographiques : 45.024100 -76.745770

L'annexe A contient une carte de l'emplacement proposé.

Emplacement sur le site : Le site est situé dans une zone boisée, le centre de la tour étant situé à environ 400 mètres de la route. La route d'accès entrera dans la propriété à partir du chemin South Lavant et sera gravelée.

L'annexe B montre le plan du site proposé.

Type de tour et détails : Pylône haubané de 91,5 m

L'annexe C est une photographie d'une tour similaire.

Détails : Un cabinet d'équipements sera aussi aménagé à la base de la tour proposée et sera ceinturé d'une clôture de sécurité et d'une entrée verrouillée. Les points d'ancrage seront également clôturés. Le site est conçu pour fournir des fréquences LTE 700/2100/2600 MHz et LTE/NR 600 à trois secteurs. Il peut également accueillir les technologies futures.

Marquage des obstacles aéronautiques et utilisation des terres : Transport Canada et NAV Canada ont approuvé ce site et ont déterminé qu'à l'heure actuelle, des lumières de jour et de nuit sont requises sur la tour.

Pour plus d'informations : [Programme d'utilisation de terrains de NAV CANADA](#) et règlements de marquage des obstacles de Transports Canada :

<https://tc.canada.ca/fr/services-generaux/lois-reglements/liste-reglements/reglement-aviation-canadien-dors-96-433/normes/norme-621-marquage-eclairage-obstacles-reglement-aviation-canadien-rac>

3. Justification de l'emplacement

L'objectif du projet de connectivité cellulaire du RREO est de fournir un service cellulaire amélioré dans les zones non desservies et mal desservies de la région où des gens vivent, travaillent et se déplacent.

Pour permettre cette meilleure couverture, une conception de réseau complexe a été créée en tenant compte de l'infrastructure existante, y compris les tours de tiers, la proximité des tours voisines et le relief, ainsi que d'autres facteurs. Sur la base de cette conception, dans une zone de recherche spécifiée, le promoteur a ensuite identifié un propriétaire foncier disposé à accueillir le site proposé.

Les tours de tiers existantes situées à six et dix kilomètres de la zone de recherche ont déjà l'équipement du promoteur et sont trop éloignées pour assurer une couverture adéquate. Pour atteindre les objectifs du projet, il n'y a pas d'autre choix que de construire ce site.

4. Code de sécurité 6 de Santé Canada

Le promoteur atteste que l'installation radio du projet proposé sera établie et exploitée de façon continue en conformité avec le *Code de sécurité 6* de Santé Canada et les modifications qui pourront y être apportées, pour la protection du grand public, y compris tous les effets combinés de la colocation et des installations avoisinantes sur l'environnement radio local.

Pour plus de détails, nous vous invitons à consulter les sites du Gouvernement du Canada et de sources crédibles :

<http://www.ic.gc.ca/eic/site/smt-gst.nsf/fra/sf11467.html>

<https://www.canada.ca/fr/sante-canada/services/securite-et-risque-pour-sante/radiation/exposition-professionnelle-reglementation/code-securite-6-lignes-directrices-exposition-radiofrequences.html>

<https://www.canada.ca/fr/sante-canada/services/securite-et-risque-pour-sante/radiation/sources-rayonnements-quotidien/cellulaires-stations-base.html>

<https://www.who.int/news-room/questions-and-answers/item/radiation-5g-mobile-networks-and-health> (en anglais seulement)

5. Respect des codes et principes de génie

Le promoteur atteste que tous les ouvrages, installations et structures réalisés et érigés dans le cadre du projet proposé respecteront les codes applicables (*Code national du bâtiment* et de l'Association canadienne de normalisation – *CSA S37-18*), et seront conçus selon les principes de génie généralement reconnus, et les méthodes de construction respecteront les règles de l'art, y compris l'intégrité structurelle.

6. Évaluation environnementale – Loi sur l'évaluation d'impact

Le promoteur atteste que l'installation proposée ne se trouve pas sur des terres fédérales et ne fait pas partie de projets désignés en vertu du *Règlement désignant les activités concrètes* ou par le ministre de l'Environnement comme nécessitant une évaluation environnementale. Pour plus de détails concernant la Loi sur l'évaluation d'impact (L.C. 2019, ch. 28, art. 1) :

<https://laws-lois.justice.gc.ca/fra/lois/l-2.75/page-1.html>

7. Coordonnées

Autorité d'utilisation des terres du canton de North Frontenac

Tara Mieske

Commis/Gestionnaire de la planification

Municipalité de North Frontenac, 6648, chemin 506, Plevna, Ontario, K0H 2M0,

clerkplanning@northfrontenac.ca

Réseau régional de l'est de l'Ontario

Lisa Severson

Directrice des communications

Réseau régional de l'est de l'Ontario (RREO)

Téléphone : 613-213-8520

Courriel : lseverson@eorn.ca

Site web : www.eorn.ca

Innovation, Science et Développement économique Canada / Innovation, Science and Economic Development Canada

2 rue Queen Est, Sault Ste. Marie, Ontario, P6A 1Y3

Téléphone : 1-855-465-6307

Télécopieur : 705-941-4607

Courriel : spectrumenod-spectredeno@ised-isde.gc.ca

Web : https://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/h_sf11435.html

8. Invitation à soumettre des commentaires dans le cadre de la consultation publique

Dans le cadre de la consultation publique, nous invitons les citoyens à soumettre leurs commentaires écrits et leurs préoccupations **d'ici 17 h, le 14 mars 2025, à :**

Réseau régional de l'est de l'Ontario

Lisa Severson

Directrice des communications

Réseau régional de l'est de l'Ontario (RREO)

Courriel : lseverson@eorn.ca

Seuls les commentaires écrits et les préoccupations envoyés à l'adresse ci-dessus feront partie du dossier officiel de la consultation publique.

9. Réunion publique

Le RREO organisera une séance d'information publique hybride

Le 5 mars 2025, de 18 h à 20 h

à

la salle du Conseil
Bureau municipal du canton
6648, chemin 506, Plevna, Ontario

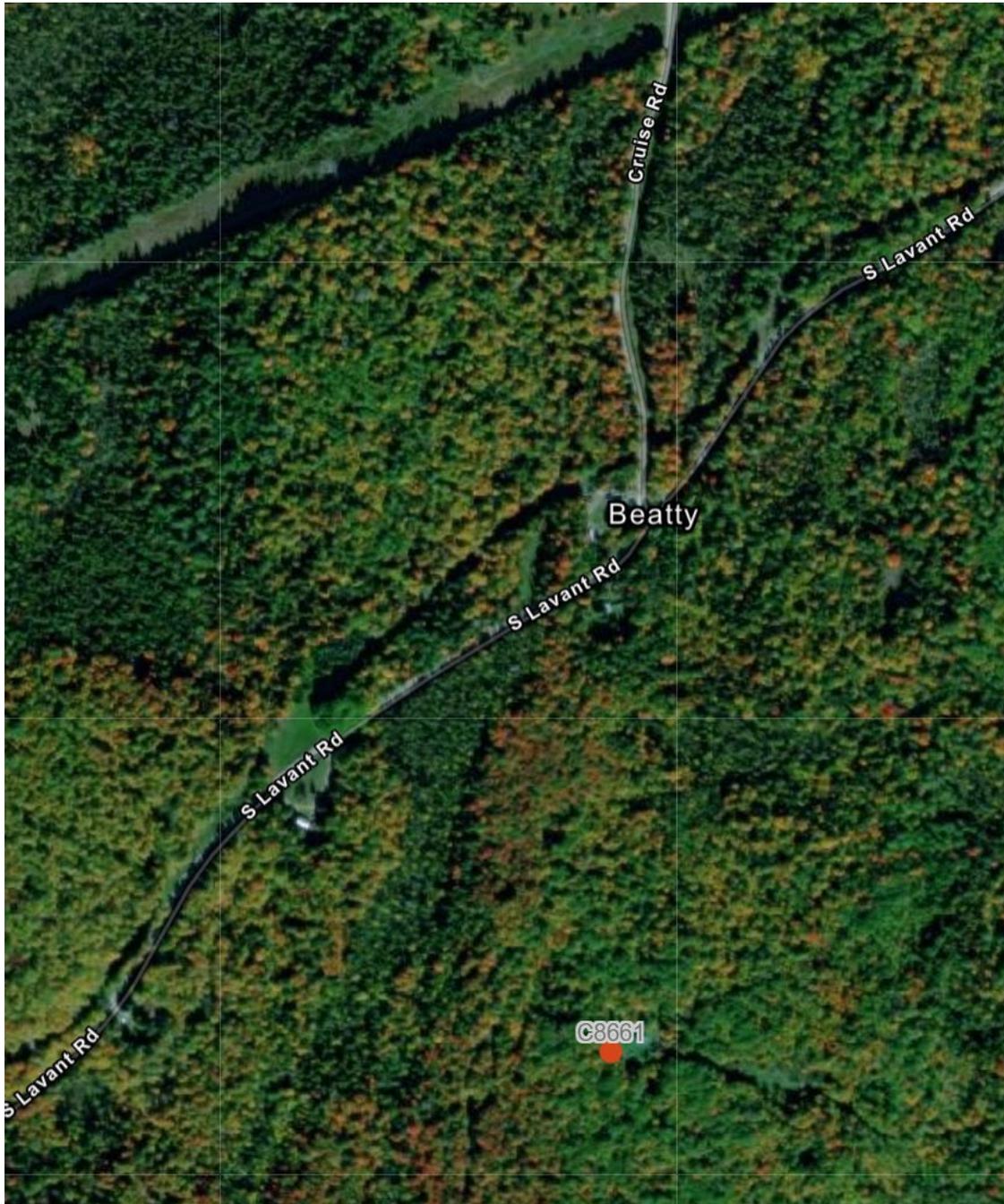
Le but de cette réunion est de fournir des renseignements sur le projet de connectivité cellulaire du RREO et la tour proposée et de répondre aux questions des résidents de la région. La réunion sera animée afin de s'assurer que les informations sur le projet soient présentées et que l'on réponde aux questions de manière respectueuse. Seuls les commentaires écrits et les préoccupations envoyés à l'adresse de consultation ci-dessus feront partie du dossier officiel de la consultation publique.

Pour assister à cette réunion virtuellement, veuillez vous inscrire d'ici le 3 mars 2025 auprès de :

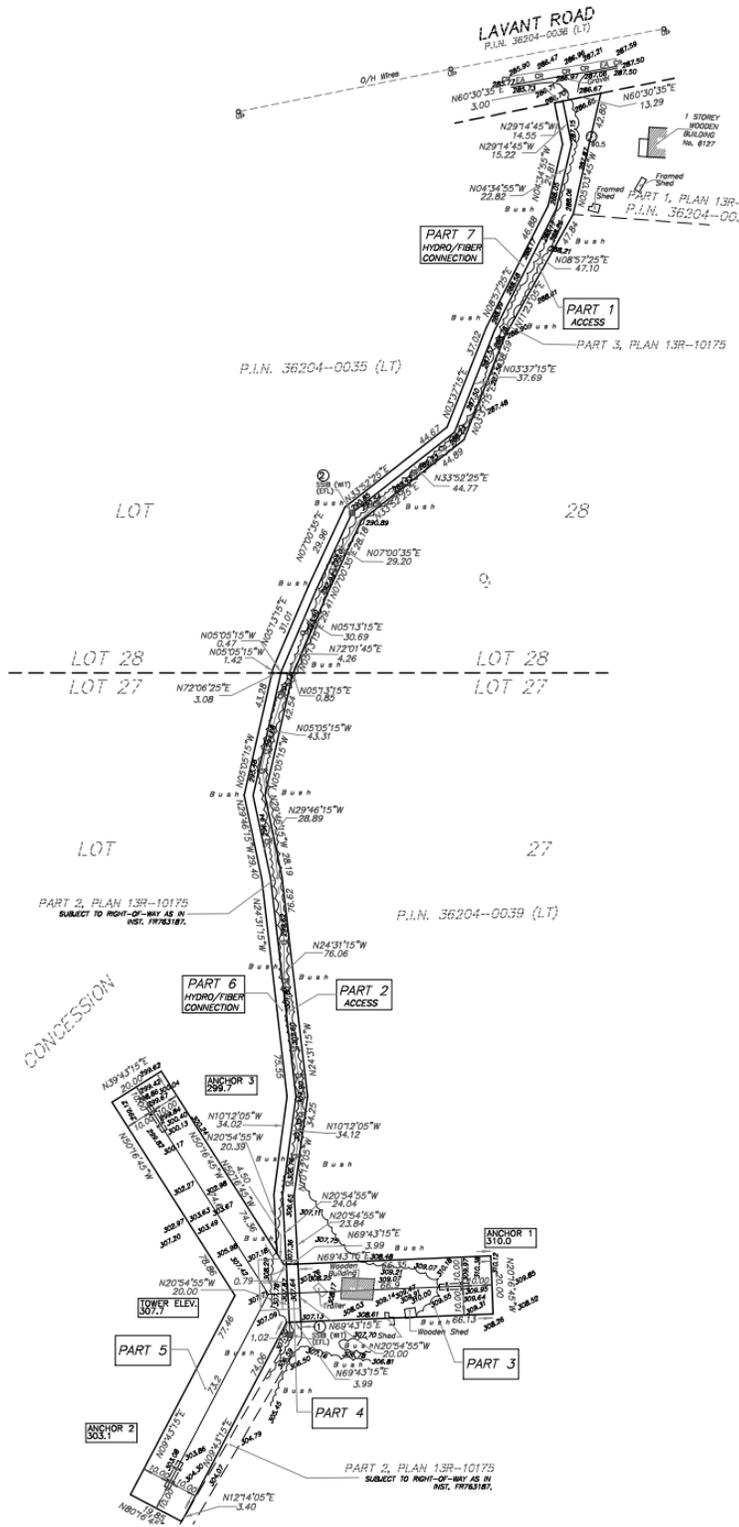
Tara Mieske
Commis/Gestionnaire de la planification
clerkplanning@northfrontenac.ca

Appendix A: Location map of the Proposed Installation

Annexe A : Carte de localisation de l'installation proposée



Appendix B: Site plan of the Proposed Installation Annexe B : Projet de site arpenté



Appendix C: Photograph of Similar Tower Annexe C : Photographie d'une tour similaire



This image is of another 90 meter guyed tower, and represents what the proposed tower will look like.

Cette image est d'un autre pylône haubané de 90 mètres, et représente à quoi ressemblera la tour proposée.

EORN Public Information Meeting Notes for Proposed Tower Sites C8660 and C8661

Date: Wednesday March 5, 2025

Time: 6:00 p.m. to 8:00 p.m.

Location: North Frontenac Municipal Administration Office
6648 Road 506, Plevna, ON

Attendees:

EORN: Jason St.Pierre, Lisa Severson, Marco Smits, Jim Pine,

North Frontenac: Councillor John Inglis, Tara Mieske

Public: Donnie McAlear, Margie McAlear, Christina Kearns,
William Joseph Clayton, Adam Snider

1. Welcome

Mr. Pine, meeting facilitator, welcomed everyone to the meeting

2. Meeting format and etiquette

Mr. Pine reviewed the agenda and discussed acceptable meeting practices and etiquette for the evening. Members of the public were asked to identify themselves before asking questions to EORN.

3. Introduction of EORN team

Mr. Pine introduced the EORN team to the attendees.

4. EORN presentation

Mr. St.Pierre and Mrs. Severson provided an overview of the EORN Cell Gap Project. An overview of Innovation, Science and Economic Development (ISED)its consultation protocol in CPC-2-0-03 Radio Communication and Broadcasting Antenna Systems, the land use authority (LUA) process, and a review of infrastructure going into Frontenac County and North Frontenac.

5. Questions and comments from attendees

Councillor Inglis provided an overview of the process to date, with concurrence granted by the Township of North Frontenac after a report from their consultants at the time CRINS said there were no concerns around the tower. He acknowledged that council is no longer dealing with CRINS, and that were questions raised from the public that the public notification process had not been correctly followed. This led to the resolution from council to request work stop at sites C8660 and C8661 and that the public notification process be redone.

Questions from the audience:

1. Q: EORN listed benefits in the presentation, why were non benefits about the project not listed?
A: EORN supports the tower and the benefits it can provide.
2. Q: ISED's default policy states that concerns around property values are irrelevant, how can EORN explain that? Is EORN aware of any areas that have seen property values decline?
A: EORN does not have influence over ISED policy. EORN is not aware of any areas that have seen property values decline. Property values may increase because residents will be able to connect.
3. Q: We chose to live here because of the natural beauty and peace. Having the tower here reduces the number of potential buyers.
A: Having the tower close by may also appeal to potential buyers.
4. Q: Health concerns due to 5G technology and being close to the tower. Have tried to decipher Safety Code 6 and what is the acceptable distances. 300 meters from actual house but have large property and there is a wedge of the property that is less than 300 meters?
EORN agreed the calculations can be confusing and defers to Safety Code 6.

5. Q: Will EORN sign an affidavit stating that 5G technology is safe and neighbours close by will not get sick from it.
A: That is not within EORN's scope. A request should be sent to Health Canada. EORN will share contact information with Ms. Kearns.
6. Q: Can the tower(s) be moved?
A: At this point no. It would be difficult as all towers must be completed by summer 2026, we would run out of time as new engineering drawings, soil testing, archeological and natural heritage would need to be redone.
7. Q: Status of C8661 and if access can be moved?
A: EORN staff visited the site and Mr. Clayton and Ms. Kearns. EORN has submitted a request to Rogers to see if the access road could be changed to come in past the gate.
8. Q: Is there a contingency plan in place?
A: At this time no as the project's construction is to be completed by summer of 2026 and as discussed in the presentation it can take up to three years to find a site and be ready for construction to begin.
9. Q: C8661 site has caused stress to owner of art gallery, large equipment there to remove trees etc. had triggered a breakdown.
A: EORN thanked the owner for sharing his story and regrets the impacts to his mental health.
10. The landowner where tower C8660 is to be built was in attendance and he supports the tower for a variety of reasons including public safety.

6. Next steps

EORN will complete a report on the public consultation process and will submit to the Township of North Frontenac for review. Council will discuss at their April 4, 2025, meeting.

EORN thanked the attendees for taking time to attend the public information session.

*Note that these are not verbatim minutes but a summary of the discussion.

Date Received	Name	Date of Response	Type of Correspondence	Comment
10-Feb-25	Margie and Donnie McAlear	10-Feb-25	Phone call	Receipt of letter and information provided as to why tower should be moved further away from their location
10-Feb-25	Margie McAlear	11-Feb-25	Email	EORN received pictures of gardens and provided a summation of telephone call on February 10, 2025
11-Feb-25	Margie McAlear	12-Feb-25	Email	Questions of concerns around C8660 including health impacts and property values
11-Feb-25	Margie McAlear	20-Feb-25	Email	Questions of concerns around C8660 including health impacts and property values
11-Feb-25	Joe Clayton, Christina Kearns	11-Feb-25	Phone call	Receipt of letter
12-Feb-25	Lilly Snider	12-Feb-25	Email	Better access to connectivity, public safety
13-Feb-25	Margie McAlear	21-Feb-25	Email	Addendum to questions sent February 11, 2025
13-Feb-25	Margie McAlear	21-Feb-25	Email	Timeline for decision on C8660
15-Feb-25	Gail Hothauer	19-Feb-25	Email	Better access to connectivity
18-Feb-25	Joe Clayton, Christina Kearns	18-Feb-25	Phone call	Arrival of construction vehicles to site
20-Feb-25	Joanne Ingram	21-Feb-25	Email	Better access to connectivity, public safety and tourists ability to have access
20-Feb-25	Margie McAlear	05-Mar-25	Email	Dr. Martin Pall video
20-Feb-25	Joe Clayton, Christina Kearns	20-Feb-25	Phone call	Follow up construction vehicles on site
21-Feb-25	Margie McAlear	21-Feb-25	Email	Evaluation of property
21-Feb-25	Joe Clayton, Christina Kearns	21-Feb-25	Phone call	Coordination of in-person meeting at Clayton-Kearns residence
23-Feb-25	Steven May	25-Feb-25	Email	Better access to connectivity
24-Feb-25	Nicole Tohivsky	25-Feb-25	Email	Better access to connectivity, public safety
26-Feb-25	Joe Clayton, Christina Kearns	26-Feb-25	In-person meeting	Meeting with Claytons-Kearns to discuss impact of access road to their property
28-Feb-25	Allison Holtzhauer	28-Feb-25	Email	Better access to connectivity, public safety
28-Feb-25	Donnie McAlear	03-Mar-25	Email	Request for agenda for EORN public information session
28-Feb-25	Bill and Bev Snider	28-Feb-25	Email	Better connectivity
01-Mar-25	Patricia Hanlon	03-Mar-25	Email	Better access to connectivity
01-Mar-25	Margie McAlear	03-Mar-25	Email	Wireless radiation
01-Mar-25	Margie McAlear	03-Mar-25	Email	5G tower blocked by residentsial community
01-Mar-25	Margie McAlear	03-Mar-25	Email	EMF exposure
02-Mar-25	Jason Bridges	03-Mar-35	Email	Better access to connectivity, public safety
03-Mar-25	10 residents who have commented	03-Mar-25	Email	EORN sent agenda to public information session to 10 residents who had provided input to comments on cell towers.
04-Mar-25	Beverley Tucker	05-Mar-25	Email	Public safety
04-Mar-25	Stephen Bridges	05-Mar-25	Email	Better access to connectivity , public safety and tourists ability to have access
05-Mar-25	Elizabeth Jackson	05-Mar-25	Email	Public safety, able to use cell instead of landlines
05-Mar-25	Erin McBride	06-Mar-25	Email	Better access to connectivity, public safety and use of GPS on cell phones
05-Mar-25	Kamilla Holtzhauer	06-Mar-25	Email	Better access to connectivity, public safety
06-Mar-25	Adam Snider	07-Mar-25	Email	Public safety
06-Mar-25	Kelly Snider	07-Mar-25	Email	Better access to connectivity
06-Mar-25	Kirk Inwood	06-Mar-25	Email	Better access to connectivity
06-Mar-25	Lainie Snider	07-Mar-25	Email	Better access to connectivity enabling more frequent visits to area
06-Mar-25	Steve Inwood	07-Mar-25	Email	Public safety
06-Mar-25	Margie McAlear	07-Mar-25	Email	Feedback on public information meeting
09-Mar-25	Margie McAlear	10-Mar-25	Email	Public information meeting - concurrence
10-Mar-25	Brad D	10-Mar-25	Email	Better access to connectivity, public safety
10-Mar-25	Tom Connors	10-Mar-25	Email	Better access to connectivity, public safety
10-Mar-25	Margie McAlear	10-Mar-25	Email	Public information meeting - EORN CEO remarks - moving tower
10-Mar-25	Margie McAlear	10-Mar-25	Email	EORN staff dishonesty
10-Mar-25	Margie McAlear	10-Mar-25	Email	Meeting acknowledge of EORN response
10-Mar-25	Margie McAlear	10-Mar-25	Email	EORN staff dishonesty questioning why viewed disrespectful
10-Mar-25	Margie McAlear	10-Mar-25	Email	Acknowledgment of EORN response
10-Mar-25	Joe Clayton, Christina Kearns	10-Feb-25	Email	EORN sent contact information for Health Canada re; health affidavit
20-Mar-25	Joe Clayton, Christina Kearns	20-Mar-25	Email	EORN sent and email to Clayton-Kearns to provide update on possible access road changes



Regular Council Minutes

9:00 AM - Friday, March 14, 2025

Council Chambers

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

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

1. Call to Order

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

2. Traditional Land Acknowledgement

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

3. Approval of Agenda

a) *March 14, 2025*

74-25 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer

Be It Resolved That Council approves the Agenda dated March 14, 2025, as circulated.
Carried

4. Disclosure of Pecuniary Interest and General Nature Thereof

None noted.

5. Business Profile

None.

6. Presentations

- a) **Joe Gallivan, Director of Planning and Economic Development, County of Frontenac: Planning Services and 2025-2026 Work Plan**

75-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Roy Huetl

Be It Resolved That Council receives for information the presentation from Joe Gallivan, Director of Planning and Economic Development, County of Frontenac, and Sonya Bolton, Manager of Community Planning, County of Frontenac regarding Planning Services and 2025-2026 Work Plan; and thanks them for their time spent today.

Carried

- b) **Cambium Inc.: Annual Waste Sites Report**

76-25 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the presentation from Michael Pion, Project Manager, Cambium Inc., providing the Annual Update of the Township Waste Sites; and thanks him for his time spent today.

Carried

[2025-03-06 TNF Waste Site Presentation Cambium](#)

7. Delegations

None.

8. Adoption of Minutes

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

77-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Roy Huetl

Be It Resolved That Council adopts the Minutes dated February 21, 2025, as circulated.

Carried

9. Business Arising Out of Minutes

- a) **Kaladar Barrie Annual Report 2024**

78-25 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Kaladar Barrie Annual Report 2024;

And That Council thanks Chief Cuddy for the report.

Carried

- b) **Kaladar Barrie Joint Fire Committee Resolution #07-25 - Kaladar Barrie Fire Department 2025 Budget**

79-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Roy Huetl

Whereas at the meeting held February 14, 2025, the Kaladar Barrie Joint Fire Committee passed Resolution #07-25 receiving for information the draft 2025 Budget for the Kaladar Barrie Fire Department and approved the budget with the following amendment;

- Insurance to be increased to \$22,875 to reflect the actual cost recently provided;

Now Therefore Be It Resolved That Council receives for information the draft Kaladar/Barrie Fire Department 2025 Budget;

And That Council approves the budget as approved in principle by the Committee;

And That Council instructs the Clerk to provide this Resolution to Fire Chief Cuddy, the Township of Addington Highlands' Clerk and the Joint Fire Committee.

Carried

c) ***Resolution #60-25 - Senior of the Year Nominees***

80-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Roy Huetl

Whereas at the meeting held on February 21, 2025, Council received for information the Clerk/Planning Manager's Administrative Report entitled "Senior of the Year Award – 2025 Nominations"; and Council deferred the nominations until the next Council meeting for additional candidates to be considered for the awards;

Now Therefore Be It Resolved That Council nominates Betty Hunter as Senior of the Year; and instructs the Clerk to submit the Application prior to the April 30, 2025 deadline;

And That Council nominates Barb Sproule for the Ontario Achievement Award; and instructs the Clerk to obtain two testimonial letters and submit the Application prior to the June 15, 2025 deadline.

Carried

d) ***Resolution #350-24 - Update re: Eurasian Water-Milfoil Meeting with North Frontenac, Addington Highlands Councils, Ministries, MP's and MPP's***

Note: Councillor Regent left the meeting at this time.

81-25 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer

Whereas at the meeting held on October 25, 2024, Council passed Resolution #350-24 receiving a letter from the Mazinaw Property Owners' Association (MPOA) regarding government action to manage Eurasian Water-Milfoil Invasive Species; and that Council supported the request for a meeting with representatives from the Township of North Frontenac; the Township of Addington Highlands; MPs and MPPs in both ridings; senior level representatives from MNRF, the Department of Oceans and Fisheries and the Mississippi Valley Conservation Authority; and that Council instructed the CAO to work with Addington Highland's CAO to coordinate a meeting;

Now Therefore Be it Resolved That Council receives for information an email dated February 26, 2025 from the CAO advising that Addington Highland's Council decided to pare down the meeting regarding Eurasian Milfoil previously approved by both Councils as it has been difficult to get responses from several of the ministries and to reduce the

invitation to the MP's, MPP's, MPOA and other Lake Associations and the previously designated Councillors and staff;

And That North Frontenac Council hereby rescinds Resolution #350-24; and directs the CAO to work with Addington Highland's CAO to assist in setting up a meeting with the local MPs and MPPs; the MPOA; other Lake Associations; Addington Highland's Councillors; Councillor Huetl and Councillor Regent to discuss Eurasian Water-Milfoil and the importance of the MPs and MPPs lobbying for assistance with controlling and/or funding the eradication of Eurasian Water-Milfoil.

Carried

Note: Councillor Regent left the meeting at this time.

10. Communications

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

82-25 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**

None.

11. Council, CAO, and Managers' Administrative Reports

a) **Chief Administrative Officer: Proposed Updates to By-Law #14-20 Being a By-Law to Regulate the Location, Installation and Operation of Outdoor Solid-Fuel Combustion Appliances**

83-25 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer

Be it Resolved That Council receives for information the Chief Administrative Officer's Administrative Report entitled "Proposed Update to By-Law #14-20 Being a By-Law to Regulate the Location, Installation and Operation of Outdoor Solid-Fuel Combustion Appliances";

And That an amended By-Law will be presented later in the meeting for Council's consideration addressing proposed changes to the By-law as recommended by the Township's Solicitor.

Carried

b) **Clerk/Planning Manager: Updated Procedural Policy for Committee of Adjustment/Planning Advisory Committee**

84-25 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 "Updated Procedural Policy for Committee of

Adjustment/Planning Advisory Committee";

And That Council will consider a By-law later in the meeting to adopt the new Procedural Policy.

Carried

- c) ***Clerk/Planning Manager: Shore Road Allowance Closure and By-law - Williams 85-25 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 "Shore Road Allowance Closure and Sale By-law – Williams";

And That, as required by By-law #20-23, the following be declared as surplus and sold to the adjoining owner:

All That Part of the Shore Road Allowance around Lake Kashwakamak lying in front of Lot 277, Registered Plan No 1044, geographic Township of Barrie, Township of North Frontenac, County of Frontenac being Part 3 on Registered Plan 13R-22146;

And That appraisals of the properties are not necessary as these are Shore Road Allowances;

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

Carried

- d) ***Clerk/Planning Manager: Proposed Update to Procedural Policy for Members of Council, Committees and Task Forces***

86-25 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Proposed Update to Procedural Policy for Members of Council, Committees and Task Forces";

And That Council instructs the Clerk to prepare a draft Procedural Policy for Council's review at a future Council Meeting.

Carried

- e) ***Clerk/Planning Manager: Proposed By-law to Regulate and Govern the Operation of Cemeteries***

87-25 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 By-law to Regulate and Govern the Operation of Cemeteries";

And That Council approves the draft Cemetery By-law;

And That Council instructs the Clerk to prepare the required public notice;

And That if public comments are received, the Clerk shall provide them to Council; and if no public comments are received, the By-law shall be provided to the Bereavement

Authority of Ontario for consideration;

And That Council approves in principle the proposed fees (excluding care and maintenance) as follows:

- Plot (resident) - \$500
- Cremation Lot (resident) - \$250
- Lot (non resident) - \$600
- Cremation Lot (non-resident) \$300
- Repurchase Plot Administration Fee \$100
- Transfer Administration Fee \$100
- Mark a Plot or Monument \$100;

And That Council instructs the Clerk to schedule a Public Meeting for Council to receive any public comments on the proposed fees; and consider adopting an amended Fees and Charges By-law - Cemetery Schedule.

Carried

f) ***Community Emergency Management Coordinator: Preparedness Week, May 5 - 11, 2025***

88-25 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Community Emergency Management Coordinator's (CEMC) Administrative Report entitled "Emergency Preparedness Week May 5 - 11, 2025";

And That Council is joining with the Ontario Fire Marshall and Emergency Management to remind and educate local residents about the importance of being personally prepared;

And That Council declares May 5 - 11, 2025 as Emergency Preparedness Week;

And That Council approves the Mayor's Declaration;

And That Council instructs the CEMC to include a copy of the Mayoral Declaration on the Township's Website, Social Media and in the Frontenac News;

And That Council instructs the CEMC to publish the quiz and approves the purchase of one (1) 2 Person 72 Hour Emergency Survival Kit with water as a draw prize;

And That Council instructs the CEMC to post daily (Monday-Friday) bulletins on the Township's Website and Social Media regarding safety tips for Emergency Preparedness. The five (5) topics will include:

1. Extreme Heat;
2. Wild Fires;
3. Severe Storms/Flooding;
4. Power Outages;
5. Pets during an Emergency.

Carried

g) ***Director of Emergency Services/Fire Chief: 2025 Bunker Gear Purchase***

89-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Director of Emergency Services

/ Fire Chief's Administrative Report entitled, "2025 Bunker Gear Purchase;
And That Council directs the Treasurer to take the additional \$15,000 required for the additional bunker gear in 2025 from the Fire Sustainability TCA Reserve Fund.

Carried

- h) ***Director of Emergency Services/Fire Chief: Emergency First Responder Day (May 1st, 2025), and International Firefighters Day (May 4th, 2025)***

90-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That Council receives for information the Director of Emergency Services, Fire Chief's Administrative Report entitled "Emergency First Responder Day (May 1st, 2025), and International Firefighters Day (May 4th, 2025)."

Carried

- i) ***Manager of Community Development: 2025 Land Use Permit with the Ministry of Natural Resources and Forestry (MNRF) for the North Frontenac Parklands***

91-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Manager of Community Development's Administrative Report entitled "2025 Land Use Permit with the Ministry of Natural Resources and Forestry (MNRF) for the North Frontenac Parklands";

And That Council approves the 2025 Land Use Permit for operation of the North Frontenac Parklands.

Carried

- j) ***Treasurer: 2024 Council/Committee Remuneration & Expenses***

92-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That Council receives for information the Treasurer's Administrative Report entitled "2024 Council/Committee Remuneration and Expenses".

Carried

- k) ***Public Works Manager: Contract Extension - Waste Site Environmental Monitoring and Reporting***

93-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Public Works Manager's Administrative Report entitled "Contract Extension - Waste Site Environmental Monitoring and Reporting";

And That Council approves extending the existing Agreement with Cambium Inc. (Cambium) for a further three years, to April 30, 2028; with an option for the Township to extend the Agreement by an additional two years;

And That based on Cambium's specialized experience, knowledge, expertise and on-going projects, it is more efficient to extend the existing Agreement than to issue a Request for Proposal and potentially secure services from another vendor;

And That further efficiencies result from two other Frontenac Townships also extending the existing Agreements with Cambium;

And That Council authorizes the Chief Administrative Officer (CAO), in consultation with the Public Works Manager, to approve the extended Agreement on behalf of the Township;

And That the terms and conditions governing the Environmental Monitoring and Reporting Agreement be subject to the details outlined in the proposal provided by Cambium dated September 6, 2024.

Carried

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

a) *Committee of Adjustment/Planning Advisory Committee*

94-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That Council receives for information the Minutes of a Meeting of the Committee of Adjustment/Planning Advisory Committee held November 25, 2024.

Carried

b) *Kaladar Barrie Joint Fire Committee*

95-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Minutes of a Meeting of the Kaladar Barrie Joint Fire Committee held December 20, 2024.

Carried

c) *Economic Development Task Force*

96-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That Council receives for information the Minutes of a Meeting of the Economic Development Task Force held February 18, 2025.

Carried

d) *Environmental Task Force*

97-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Minutes of a Meeting of the Environmental Task Force held February 25, 2025;

And That Council approves the Task Force creating and distributing a quarterly newsletter focusing on environmental issues based on the season.

Carried

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

None.

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

None.

15. Council Portfolio Verbal Reports

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

16. Introduction and Reading of By-laws

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

98-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

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

- #2025-12 To Adopt Procedural Policy for Committee of Adjustment;
- #2025-13 To Close and Sell Shore Road Allowance;
- #2025-14 To Regulate the Location, Installation and Operation of Outdoor Solid Fuel Combustion Appliances;

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

Carried

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 #2025-15***

99-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That By-law #2025-15, being a By-law to confirm all actions and proceedings of Council for its Regular Meeting held March 14, 2025 be read a first, second, and third time and finally passed.

Carried

21. Adjournment

- a) ***Adjournment of the Council Meeting***

100-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That Council adjourns the Meeting at 11:21 a.m. until April 4, 2025, or at the call of the Chair.

Carried

Mayor

Clerk

Annual Update March 14, 2025

Township of North Frontenac Waste Disposal Sites



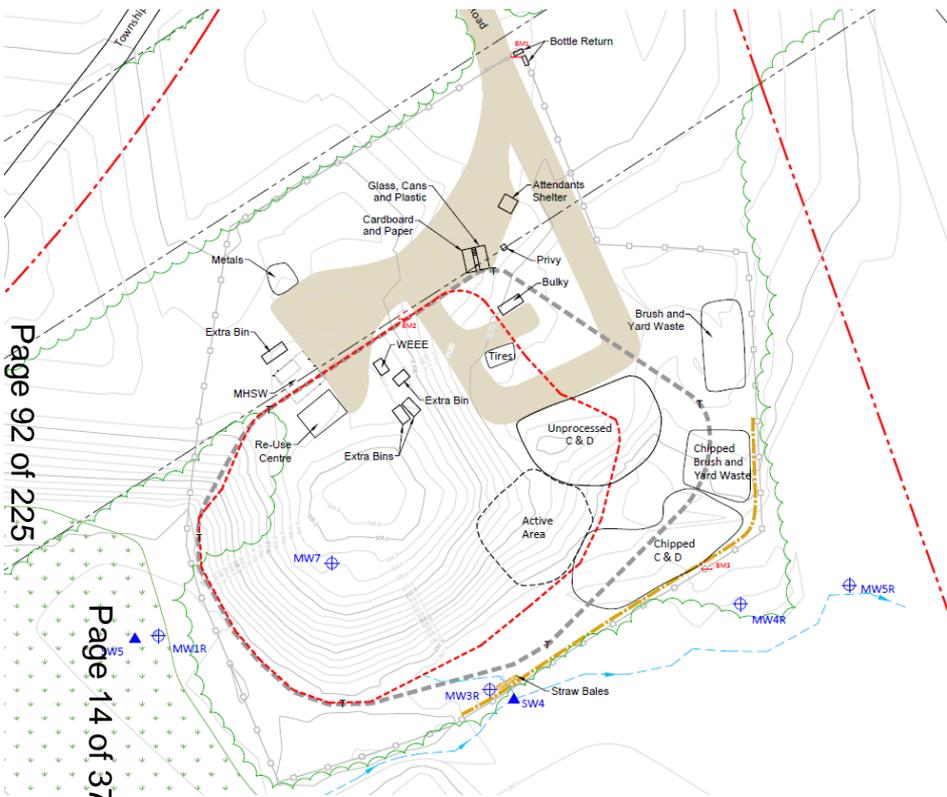
Overview

- Annual monitoring
- Update on landfill capacities
- Site inspections
- Report
- Summary of operational information
- Recommendations for changes to monitoring/operations
- Requirements to meet Ministry guidelines

506 Waste Disposal Site

- Transfer station, Landfill
- Monitoring, Survey, Reporting
- Site was reconfigured in 2024 – loop road/access was constructed on high ground, making it easier to deposit waste in the active area
- New attendant shelter
- No adverse impacts off-site in groundwater or surface water
- Township should place additional cover material near MW3R and replace sediment fencing. Regular inspections and repairs should continue.
- A cleanup of blown refuse should be completed along the southern watercourse and in the treeline north of MW5R
- Operated in compliance with ECA





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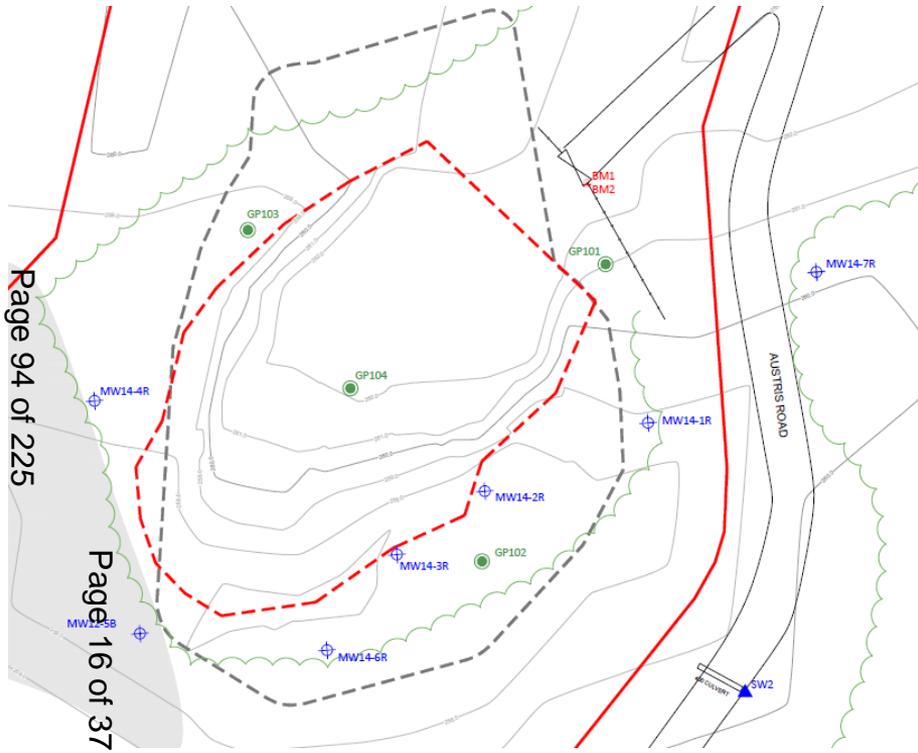
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Ardoch Waste Disposal Site

- Temporarily closed in 2013 (~20,000m³ remain or 38 years based on historical fill rates)
- Proposal to re-open site on a limited basis. Hauling and covering waste with no public access. ECA requires a Site Development and Operations Plan to be submitted two years prior to re-opening site. Re-opening site is contingent on Director approval.
- Monitoring and reporting reductions approved in 2022. Next report will address 2025 to 2028 monitoring years (due in 2029)
- No adverse impacts off-site in groundwater or surface water; complied with trigger mechanism and ECA requirements
- Landfill gas measurements remained low
- Operated in compliance with ECA





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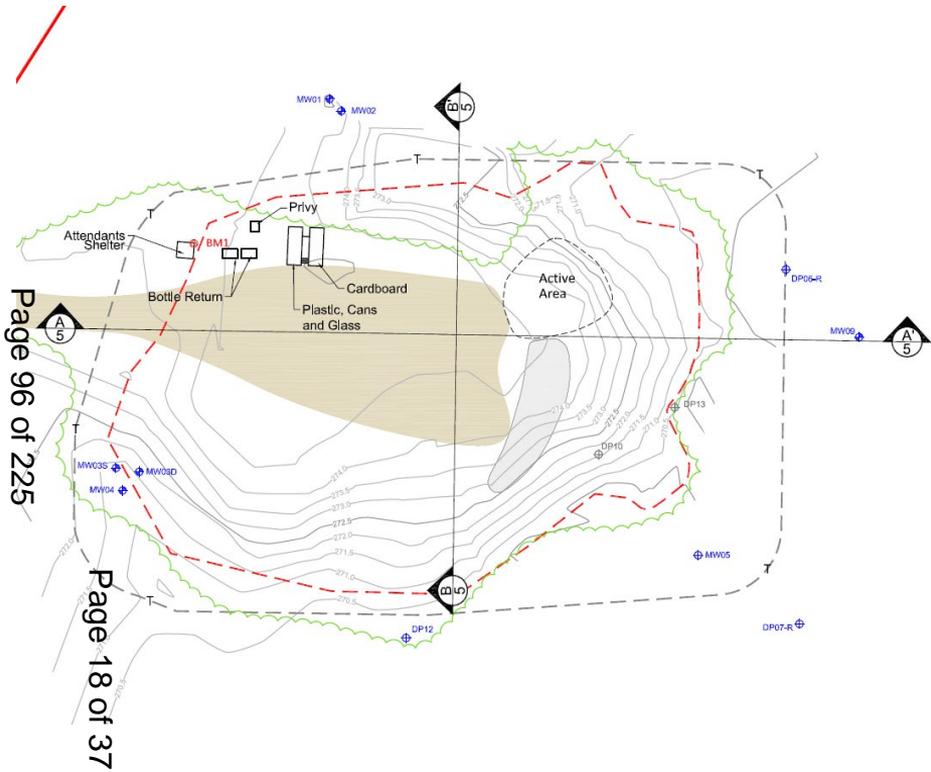
Kashwakamak Waste Disposal Site

- Transfer Station, Landfill
- Monitoring, Survey, Reporting
- Action Plan on-going due to potential offsite impacts
- Four new wells were installed to delineate impacts. Based on initial results, a Contingency Plan was submitted in December 2024 for Ministry review.
- Support received from Ministry technical staff for the removal of select wells, and VOC sampling reductions. Director approval to be sought following the establishment of an adequate monitoring program
- Landfill gas not measured at concentrations of concern
- Township should remain diligent with litter control including the use of fencing around the active area
- Landfill operations in compliance with ECA

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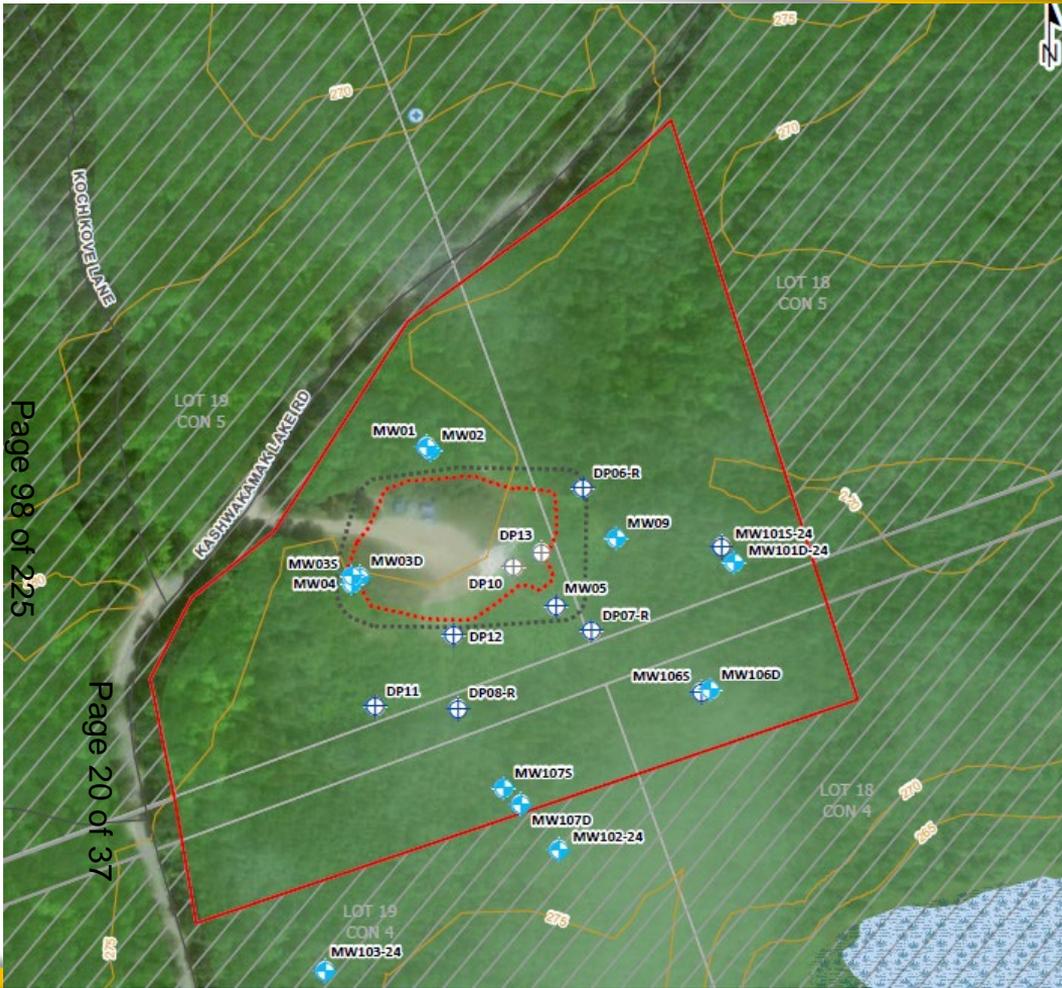
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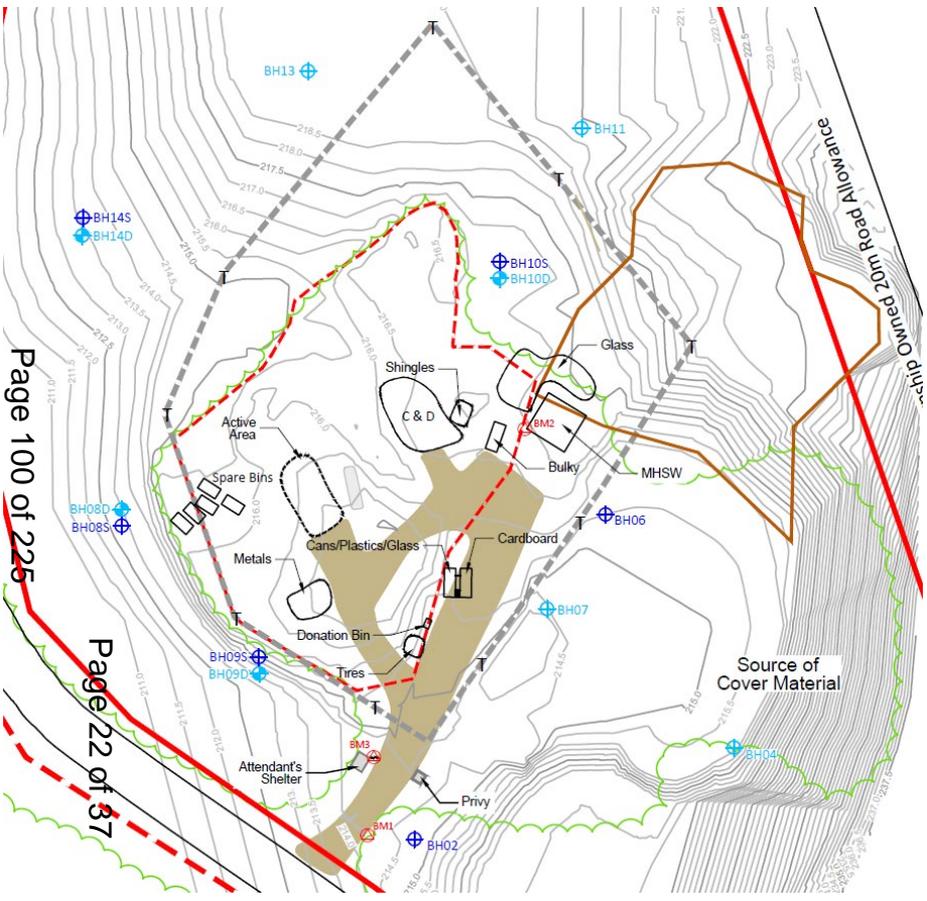
Kashwakamak - Results and Next Steps

- The Site did not comply with Ministry Guideline B-7 to the east. Additional sampling is required to confirm these exceedances.
- No site-related impacts were observed at the wells installed on Crown Land (to the south). Based on the work completed this may suggest that impacts are upwelling in the wet areas prior to reaching these off-site wells.
- A surface water investigation should be conducted in spring 2025.
- If ponded/wet conditions are observed – 3 shallow drivepoints and staff gauges should be installed to the south/southwest. Data loggers to be installed to monitor temperature.
- A vegetation assessment to be completed during the growing season to delineate and assess the health of the wetland environment.
- Monitoring program to be reviewed and contingency measures to be assessed based on the results of the work detailed above.



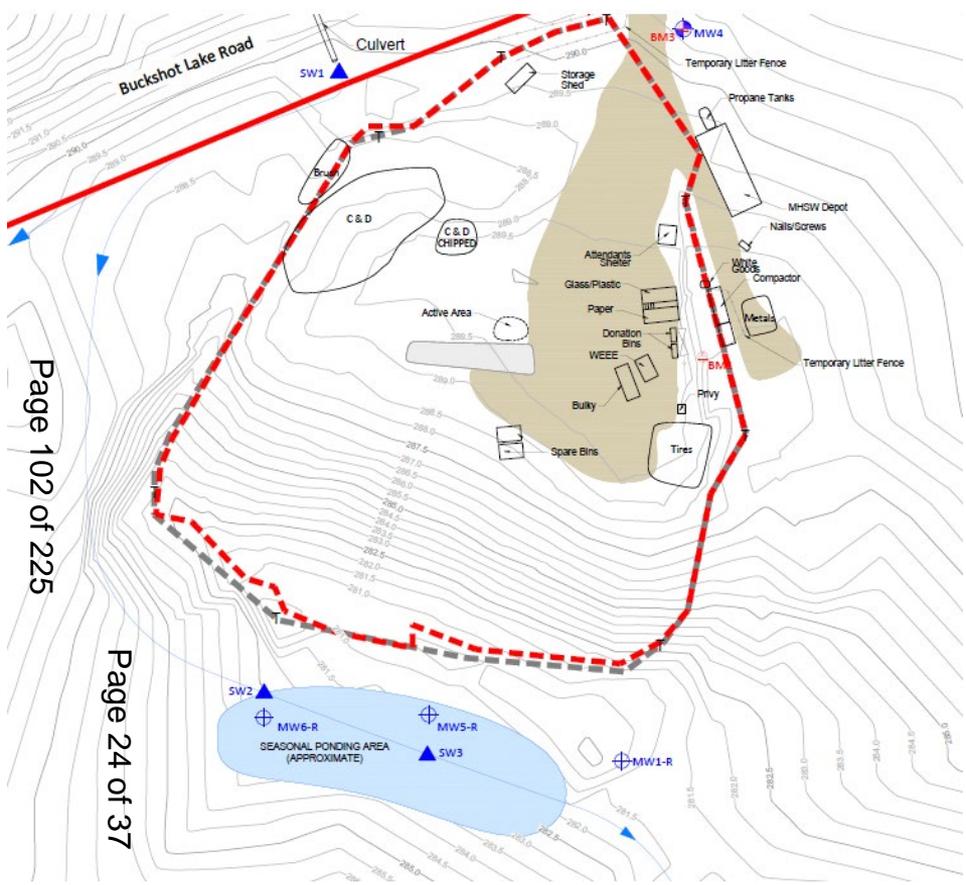
Mississippi Waste Disposal Site

- Transfer Station, Landfill
- Monitoring, Survey, Reporting
- No adverse impacts off-site in groundwater or surface water; complied with trigger mechanism
- Landfill gas concentration remained low
- Litter control fencing should continue to be used around active area
- Operated in compliance with ECA



Plevna Waste Disposal Site

- Transfer Station, Landfill
- Monitoring, Survey, Reporting
- Amended ECA to update trigger and some operations (C&D processing, alternative daily cover (ADC), reuse) was issued in March 2024
- No adverse impacts off-site in groundwater or surface water
- Landfill gas concentration remained low
- Township should continue efforts to control bears and litter
- Operated in compliance with ECA
- New attendant shelter is in progress



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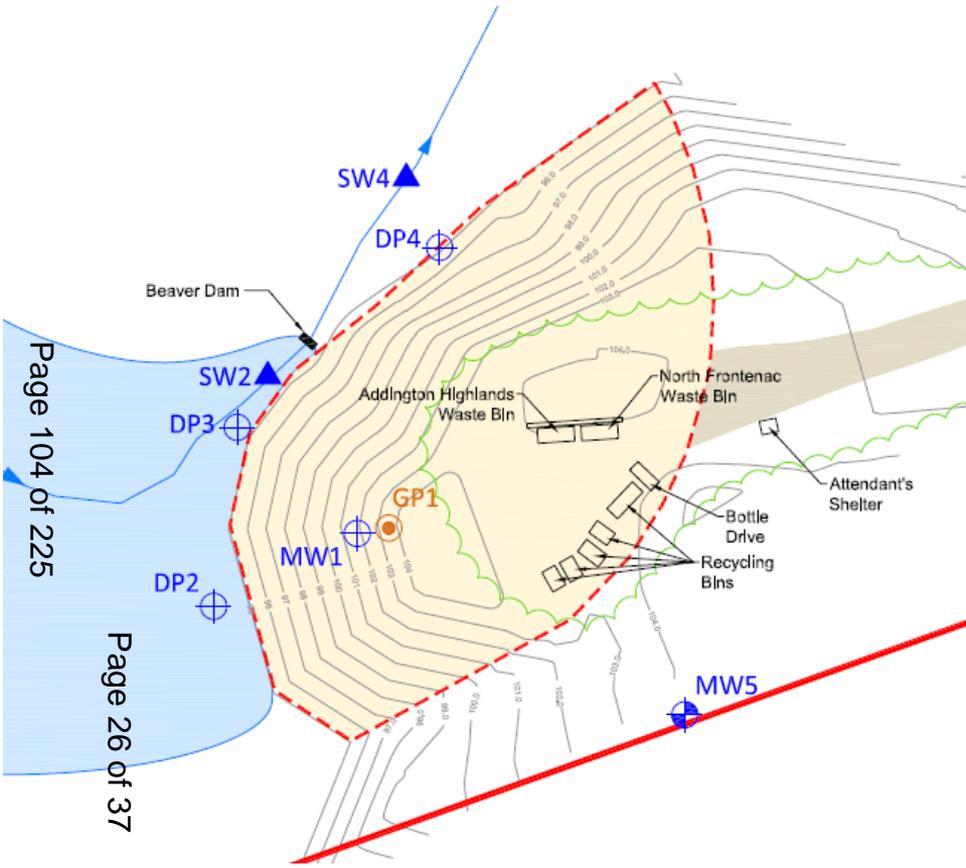
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Cloyne Waste Disposal Site

- Transfer station, closed landfill (waste was hauled to various active Township sites in 2024)
- Shared site with Addington Highlands – shared blue box bins, with separate waste bins provided for each Township
- Monitoring, Reporting
- No adverse impacts expected off-site
- Tier 1 of the surface water trigger mechanism was activated; Tier I report should be prepared (consistent with past years)
- Despite Township efforts, flooding continued in 2024. Toxicity testing was completed in 2023 and confirmed no adverse impacts were occurring. Toxicity testing should be completed once every five years unless surface water quality results dictate otherwise. Passive flood management should continue
- Litter should be removed from surface watercourse when conditions permit
- Landfill gas concentration remained low
- Operated in compliance with ECA
- Recommendations were continued to be suggested in the Annual Monitoring Report that includes: decommissioning drive-points DP2 and DP3 due to damage, as well as removing the groundwater trigger mechanism – compliance should focus on the receiving surface water course. To date, no Ministry comments have been received.





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Ompah Waste Disposal Site

- Transfer station, closed landfill
- Monitoring, Reporting – every third year, occurred in 2023 (next in 2026)
- Trigger mechanism was not activated in 2023; no adverse impacts off-site in groundwater or surface water
- Operated in compliance with ECA

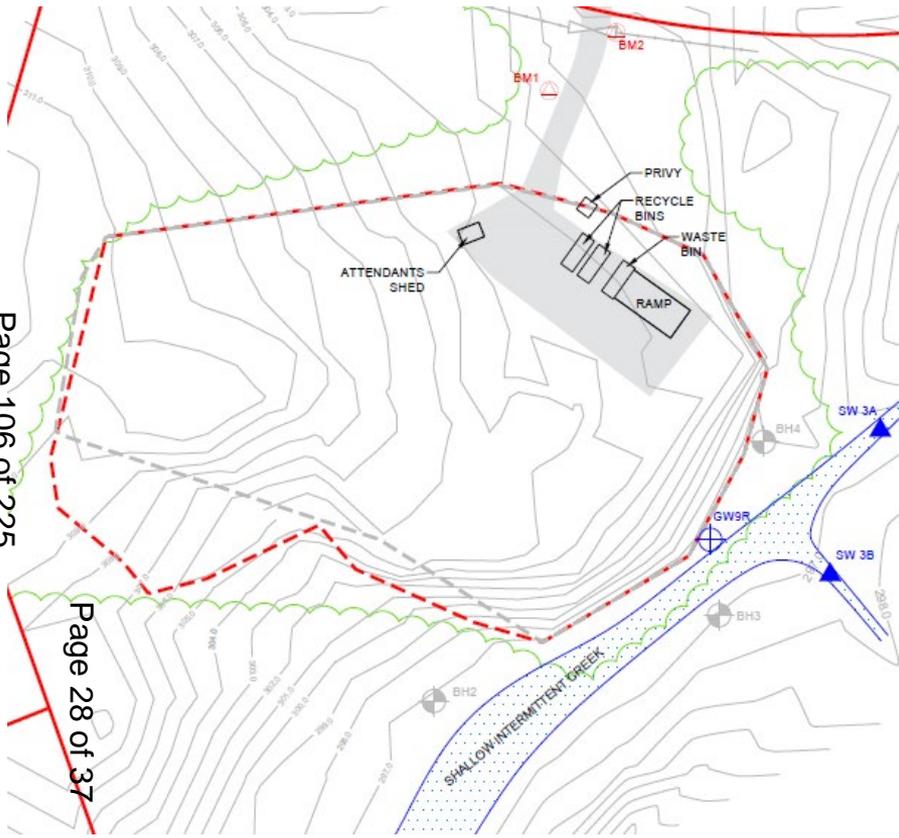
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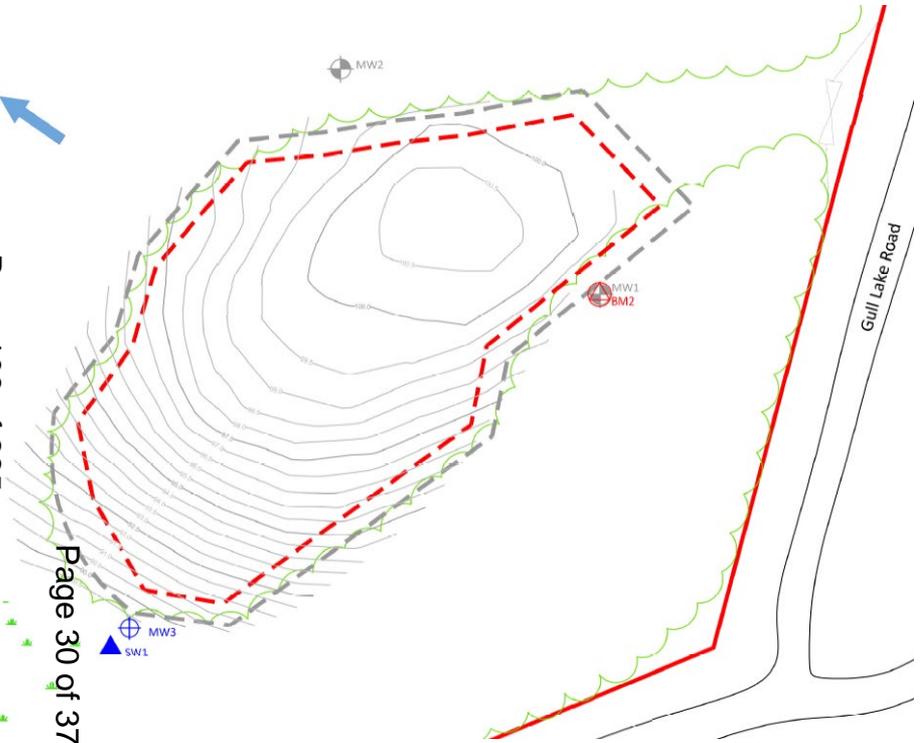
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Gull Lake Waste Disposal Site

- Closed landfill (1991)
- Monitoring (once per year), Reporting (every two years)
- Weak leachate signature immediately adjacent waste mound
- Impacts will be attenuated before reaching Big Gull Lake
- Operated in compliance with ECA
- Monitoring program ongoing for 2024 and 2025 reporting years



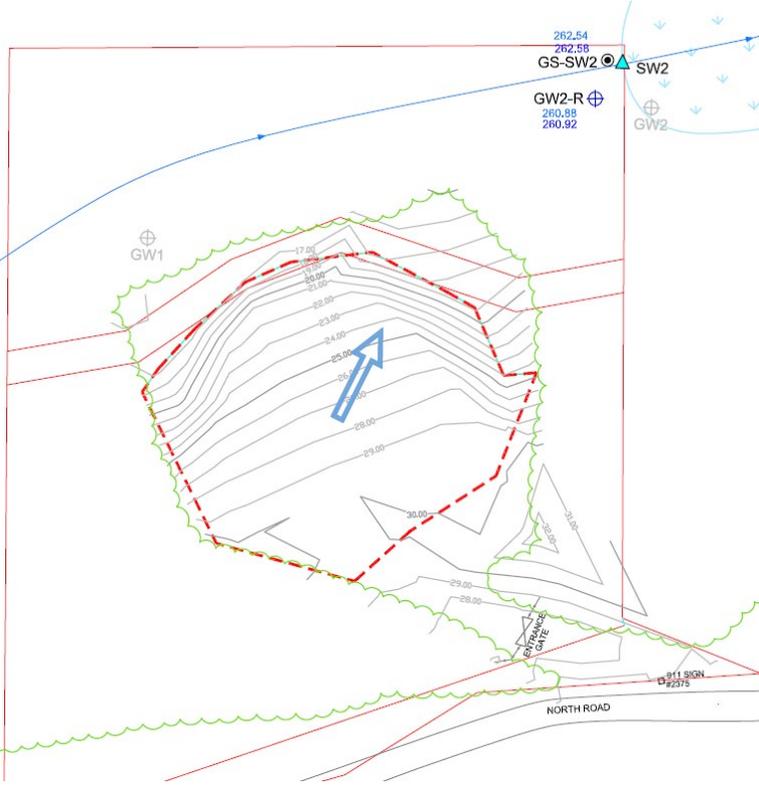
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Fernleigh Waste Disposal Site

- Closed landfill (2002)
- Monitoring, Reporting
- No adverse impacts off-site in groundwater or surface water
- No measured landfill gas at concentrations of concern
- Support was received from the Ministry for discontinuation of the surface water monitoring program - if the Groundwater Unit agrees with the groundwater flow direction. To date - no comments have been received. Director approval is required prior to implementing changes.
- If monitoring and reporting are discontinued, it was recommended that site inspections continue to occur to ensure that there is no visual evidence of adverse impacts to SW2.
- Operated in compliance with ECA





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Township Summary

- Training completed in 2024 including H&S training
- Aesthetics – transfer stations and closed sites were well maintained
- No notable complaints or incidents reported
- Additional work to be completed at Kashwakamak
- Changes to the Fernleigh monitoring and reporting program
- Proposed changes to operations at Ardoch

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Landfill Capacity Update

	Active				Closed	Municipality
	506	Kashwakamak	Mississippi	Plevna	Ardoch ¹	2024
Approved waste disposal capacity (m ³)	40,000	26,200	28,825	39,500	30,325	164,850
Existing volume of capacity used (m ³)	21,900	9,905	9,315	17,810	11,895	70,825
Annual Volume Used in 2023 (m ³)	300	225	200	450	-	1,175
Remaining volume of capacity (m ³)	18,100	16,295	19,510	21,690	18,430	94,025
Average annual waste placement (m ³) ²	415	200	290	695	490	1,600
Remaining site life (years)	44	81	68	31	38	59 ³
<i>2023 Remaining Site Life</i>	<i>41</i>	<i>88</i>	<i>60</i>	<i>27</i>	<i>38</i>	<i>54</i>

Notes:

1. Ardoch is temporarily closed.
2. Based on the five-year average annual fill rate.
3. Remaining site life reduced to 47 years if Ardoch is not reopened.

Landfill Capacity Update – Annual Comparison

	Municipality				
	2024	2023	2022	2021	2020
Approved waste disposal capacity (m ³)	164,850	164,850	164,850	164,850	164,850
Existing volume of capacity used (m ³)	70,825	70,890	69,295	67,710	66,705
Annual Volume Used (m ³)	1,175	1,595	1,695	1,205	1,440
Remaining volume of capacity (m ³)	94,025	93,960	95,555	97,140	98,145
Average annual waste placement (m ³) ²	1,600	1,745	1,725	1,690	2,000
Remaining site life (years)³	59⁴	54	55	57	49

Notes:

1. Ardoch is temporarily closed.
2. Based on the five-year average annual fill rate.
3. Increase in site life due to gradual decrease in amount of waste placed at each site. Other factors may include waste settlement and compaction, removal of on-site roads, increased grading, increase in diversion practices, etc.
4. Remaining site life reduced to 47 years if Ardoch is not reopened.



2024 Diversion

Material	Tonnes
Blue Box	
Comingled Containers	96.30
Comingled Paper/Fibre Products	59.85
C&D Materials and Bulky Items ^{1,2}	52.06
MHSW ^{1,4}	13.97
Propane Tanks ¹	0.63
Scrap Metal ¹	101.25
Single Use Batteries ¹	0.51
Tires ¹	10.65
WEEE ³	6.48
White Goods ¹	3.29
Total	344.99 tonnes

Notes:

1. Materials accepted at 506, Mississippi, and Plevna
2. Hauled off-site by Kimco Steel
3. WEEE is only accepted at Plevna and 506
4. Hauled off-site by Addington Highland's Share



CAMBIUM

QUESTIONS?

Michael Pion, C.E.T.

Project Manager

c: 705.957.9042

e: mike.pion@cambium-inc.com

w: cambium-inc.com





Personnel and Audit Committee Minutes

9:00 AM - Tuesday, December 10, 2024
Council Chambers

Present: Deputy Mayor John Inglis, Chair; and Councillor Fred Fowler
Absent with Regret: Councillor Vernon Hermer
Also Present: Corey Klatt, Chief Administrative Officer, Dipl. M.A.; Kelly Watkins, Treasurer, Dipl. M.A., Dipl. M.M. and Tara Mieske, Clerk/Planning Manager, Dipl. M.A., Dipl. M.M.

1. Call to Order

The Chair called the meeting to order at 9:02 a.m.

2. Traditional Land Acknowledgement

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

3. Approval of Agenda

a) *Approval of Agenda*

25-24 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis

Be It Resolved That the Committee approves the Agenda of the Personnel and Audit Committee dated December 10, 2024, as circulated.

Carried

4. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

5. Presentations

None.

6. Delegations

None.

7. Adoption of Minutes

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

26-24 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis

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

Carried

8. Business Arising Out of Minutes

None.

9. Communications

None.

10. Administrative Reports

a) ***Proposed 2025 Personnel and Audit Committee Meeting Dates***

27-24 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis

Be It Resolved That the Committee receives the Clerk/Planning Manager's Administrative Report entitled "Proposed 2025 Personnel and Audit Committee Meeting Dates";

And That the Committee will set the next meeting date at the end of each meeting or at the Call of the Chair;

And That the Committee sets the first meeting of 2025 for February 24 at 9:00 a.m.

Carried

b) ***North Frontenac Township Staff Complement***

28-24 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis

Be it Resolved that the Personnel and Audit Committee receives for information the Chief Administrative Officers Administrative Report entitled "North Frontenac Staff Complement".

Carried

c) ***Statement of Revenue & Expenditures - 2024 Variance Report as of December 4, 2024***

29-24 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis

Be It Resolved That the Personnel and Audit Committee receives for information the Treasurer's Administrative Report entitled "Statement of Revenue & Expenditures –2024 Variance Report as of December 4, 2024".

Carried

d) ***North Frontenac Fire Department (NFFD) Roster Update***

30-24 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis

Be It Resolved That the Personnel and Audit Committee receives for information the Director of Emergency Services/Fire Chief's Administrative Report entitled "North Frontenac Fire Department (NFFD) Roster" and the current Roster dated November 29, 2024.

Carried

11. Notice of Motion

None.

12. Motion, Written Notice of Which has Been Given

None.

13. Public Forum

None.

14. Closed Session

None.

15. Adjournment

a) *Adjournment of the Meeting*

31-24 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis

Be It Resolved That the Personnel and Audit Committee adjourns the meeting at 9:32 a.m until February 24, 2025 or at the call of the Chair.

Carried

Chair



Personnel and Audit Committee Minutes

9:00 AM - Tuesday, March 18, 2025
Council Chambers

Present: Deputy Mayor John Inglis, Chair; Councillor Vernon Hermer; and Councillor Fred Fowler

Also Present: Corey Klatt, Chief Administrative Officer, Dipl. M.A.; Kelly Watkins, Treasurer, Dipl. M.A., Dipl. M.M. and Tara Mieske, Clerk/Planning Manager, Dipl. M.A., Dipl. M.M.

1. Call to Order

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

2. Traditional Land Acknowledgement

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

3. Approval of Agenda

a) *March 18, 2025*

1-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That the Committee approves the Agenda dated March 18, 2025, as circulated.

Carried

4. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

5. Presentations

None.

6. Delegations

None.

7. Adoption of Minutes

a) ***Minutes of the Meeting(s)***

2-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That the Committee approves the Minutes of a Meeting held December 10, 2024, as circulated.

Carried

8. Business Arising Out of Minutes

None.

9. Communications

None.

10. Administrative Reports

a) ***Chief Administrative Officer - Proposed Updates to North Frontenac Township's Bereavement Policy.***

3-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That the Personnel and Audit Committee receives for information the Chief Administrative Officer's Administrative Report entitled "Proposed Updates to North Frontenac Township's Bereavement Policy";

And That the Personnel and Audit Committee approves amending Section 14.1 – Bereavement Leave to: Extend the loss of a parent from 3 days to 5 days bereavement leave; extend the loss of a sibling-in-law from 1 day to 3 days; and the loss of a grandchild from 3 days to 5 days.

Carried

b) ***Treasurer - Debt and Investment Update***

4-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That Personnel and Audit Committee receives the Treasurer's Administrative Report entitled "Debt and Investment Update", for information purposes.

Carried

c) ***Treasurer - Workers Safety Insurance Board (WSIB) Rebate of Surplus Funds based on 2023 contributions.***

5-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That the Personnel and Audit Committee receives for information the Treasurer's Administrative Report entitled "Workers Safety Insurance Board (WSIB) Rebate of Surplus Funds based on 2023 contributions";

And That the Committee recommends to Council that the Treasurer transfer the WSIB Rebate to the Operating Contingency Reserve.

Carried

- d) ***Treasurer - Statement of Revenue & Expenditures - 2025 Variance Report as of March 12, 2025***

6-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That the Personnel and Audit Committee receives for information the Treasurer's Administrative Report entitled "Statement of Revenue & Expenditures –2025 Variance Report as of March 12, 2025“;

Carried

11. Notice of Motion

None.

12. Resolution, Written Notice of Which has Been Given

None.

13. Public Forum

None.

14. Closed Session

None.

15. Rise and Report (Overview of the Closed Session by the Chair)

16. Adjournment

- a) ***Adjournment of the Meeting***

7-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That the Personnel and Audit Committee adjourns the meeting at 9:22 a.m until May 27, 2025, at 1:00 p.m. or at the call of the Chair.

Carried

Mayor

Clerk

To: Mayor and Members of Council
From: Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M.
Approved by:
Date of Meeting: 04 Apr 2025
Re: 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. Town of Bradford West Gwillimbury re: Request for Support - Landlord Tenant Reforms
2. Frontenac County re: Economic Development Update
3. TVO Today re: How Practical Are Municipal Made-In-Canada Initiatives
4. Rural Frontenac Community Services re: Save the Date - Celebrating 50 years!
5. Canada Community Building Fund re: Project Profile
6. Mississippi Valley Conservation Authority re: Board Summary Report - March 10, 2025 Meeting
7. Frontenac County re: Economic Development Update
8. Municipality of Assiginack re: Request for Support - Banning Public Display of Nazi Symbols
9. File #A02/25 - Minor Variance - 1140 MacDonald Road
10. Frontenac OPP Detachment Board re: January 16, 2025 Minutes

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

1. Baseball for Dad re: Mental Health Awareness in May - Green Ribbon Campaign
2. Cloyne Recreation Club re: Request for Participation - Meet the Machine Event 2025

Baseball For Dad

Louri Snider

March 12, 2025

Dear Council,

Re: Request to Hang Green Ribbons at the Township of North Frontenac for Mental Health Awareness in May

I am reaching out to request the Township of North Frontenac recognizes **Mental Health Awareness Month** this May by allowing green ribbons to be hung throughout the town.

Green ribbons symbolize mental health awareness and are a visual reminder of the importance of fostering open conversations, reducing stigma, and supporting mental health initiatives within our community. By decorating the Township of North Frontenac, it would be taking a proactive step in showing individuals and families impacted by mental health challenges, we care!

We are happy to provide the ribbons, put them up and remove them at the end of May.

Your support for this initiative would send a powerful message to residents and visitors alike, demonstrating the Township of North Frontenac's commitment to mental wellness and community care.

Thank you for considering this request.

Take Care,

Louri Snider

Good Morning North Frontenac Staff.

I am writing you this letter today to ask for the participation of the North Frontenac Public Works Department and North Frontenac Fire Department at the 3rd Annual "Meet the Machine" Event that the Cloyne Rec Club will be hosting June 14 from 10am to 12pm at the Cloyne Community Hall as well as the parking lot of North Addington Education Centre.

Meet the Machine is similar to a Touch the Truck event. Kids of all ages come to the event and get the opportunity to explore various vehicles that they only see driving through our communities.

Similar to last year, a dump truck and or machine of your choice would be great for participation as well as the Fire Departments wonderful displays.

We normally see hundreds of kids at these events, several community members as well as tourists that are travelling through. It is a great place for kids to explore vehicles that they many not normally get to see close up. Last year was a huge success and we are hoping to see the same this year as well.

Any question please email or give me a call.

Thanks
Teri Woods
Cloyne Rec Club

THE MACHINE

SATURDAY JUNE 14

TIME: 10 - 1PM

BBQ: 11:30 - 1PM

VENDORS: 10 - 1PM



\$2

**CONCESSION STAND
ICE CREAM SUNDAES!
COTTON CANDY CONES!**

To: Mayor and Members of Council
From: Don Reed, Chief Building Official
Approved by: Corey Klatt, Chief Administrative Officer
Date of Meeting: 04 Apr 2025
Re: Proposed Changes to Building Permit Fee Refunds.

Recommendation:

Be It Resolved That Council receives for information the Chief Building Official's report entitled "Proposed Changes to Building Permit Fee Refunds" for information purposes;
And That Council instructs the Clerk/Planning Manager to include the proposed refund changes for the next Public Meeting to revise the Fees & Charges Bylaw.

Background:

In accordance with Ontario Building Code Act (OBC), municipalities are mandated by the OBC to assume responsibility for construction within their community.

Section (6) "If a principle authority proposed to change any fees imposed under clause (1)c, the principle authority shall, (a) given notice of the proposed changes and fees to such persons as may be prescribed; and (b) hold a public meeting concerning the proposed changes. 2022, c.9,s. 11(2);2006, c.22, s.112(6).

The Refund amounts/thresholds are included in our Fees and Charges Bylaw and therefore will require a Public Meeting to make changes.

Researched By:

Don Reed, CBO
 Kelly Watkins, Treasurer

Comments:

During the 2024 Audit we were reviewing the refund policy for building permits as a result of a new accounting standard PS3400 Revenue recognition.

Due to this review during the Audit, we determined the refund policy requires being brought up to date as it was not updated to reflect the last fee change where Council approved changing the \$80 Deposit to an \$80 Non refundable Administrative Fee for the Review of an application.

The following chart shows the current Policy and the proposed changes.

	By-law #68-24	Proposed Changes
Application is withdrawn or only administrative functions have	80% of Building Permit Fee	Remove as not applicable (currently charging a Non-

been performed		refundable Application Plans Review Fee)
Building Permit has been issued, but construction has not started	60% of Building Permit Fees, no time frame	50% of Building Permit Fees if request is within 3 years of permit being issued. \$0 after 3 years.
For permits or inspections valued at \$100 or less	0% of Building Permit Fees	Remove

Financial Impact:

Over the years, we have issued minimal refunds for withdrawn Building Permits. The proposed changes aim to better align our refund policy with our fee structure. Additionally, the introduction of a 3-year time limit for refunds will help limit our potential outstanding liability.

Strategic Implications:

Sustainable Core Services



To: Mayor and Members of Council
From: Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M.
Approved by: Corey Klatt, Chief Administrative Officer
Date of Meeting: 04 Apr 2025
Re: Public Requests for the Use of Township Owned Property

Recommendation:

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Public Requests for the Use of Township Owned Property";

And That Council approves the draft Policy with the following amendments:

And That Council instructs the Clerk to make the amendments and provide a By-law to adopt the Policy to Council at an upcoming Council Meeting for consideration.

Background:

The request by the public to use Township property does not have a consistent approach and there are various policies, procedures and Resolutions used by staff to address the requests.

If a property owner requests to use or do work on Township property for access or other purposes they are advised they will need permission from Council. In most cases, if permission is granted, the property owner is required to enter into a Licence/Encroachment Agreement. However; we don't have a formal policy in place. The Clerk's Department has prepared a procedure and application form which is provided to property owners when they request to use or do work on Township property to assist the property owner and ensure the information provided to Council for consideration is sufficient for Council to make a decision.

If a property owner requests to build a new structure or renovate an existing structure on the Township Owned Shore Road Allowance adjacent to their property, staff advise them they must purchase the Shore Road Allowance prior to the construction or renovation.

Council passed [By-law #65-19](#) which is a policy for the construction and maintenance of docks on Township property including road allowances. This is provided to property owners if they request to construct a dock on a road allowance.

[By-law #69-22](#) authorizes the Public Works Manager (PWM) to sign "Utility Location Approval Certificates".

The Township also has Memorandums of Understanding with local snowmobile clubs for the use of Township property. The requests are provided by the clubs and considered and approved by Council.

Researched By:

Tara Mieske, Clerk/Planning Manager
Brooke Drechsler, Deputy Clerk/Assistant to the Planning Manager
Darwyn Sproule, Public Works Manager

Comments:

It is recommended a policy be created to formalize the process for use of Township property for access or for structures located on Township property; to incorporate the dock policy and to incorporate the By-law that authorizes the PWM to sign Location Approval Certificates.

For property owners who have existing structures on Shore Road Allowances it is recommended they be required to purchase the road allowance prior to any renovations or other construction being permitted. A clause has been incorporated to allow for Council to deal with extenuating circumstances.

For structures on Concession/Lot/Forced Road Allowances these will need to be considered by Council on an individual basis to determine if a portion of the road allowance can be purchased, an encroachment/licence agreement will be granted; or the structures will need to be removed.

By-law #69-22 authorizing the Public Works Manager to sign Location Approval Certificates has been incorporated in Schedule A, Section 11 Exemptions. The wording has been amended to authorize the Public Works Manager to update the Utility Location Approval application form as required.

The Dock Policy has been incorporated as written except to update the definition of dock and make the Note at the end of the Schedule A of the current Policy a provision of the policy.

Financial Impact:

None.

Strategic Implications:

None.

Attachments:

[Policy for Use of Township Property](#)

Schedule 'A' To
By-law #

Policy for the Use of Township Property Excluding the Construction of Docks

1. Definitions

In this Policy:

- a) **Clerk** means the person appointed as the Clerk for the Corporation of the Township of North Frontenac.
- b) **Council** means the Council of The Corporation of the Township of North Frontenac.
- c) **Property Owner** means a person listed on the Property Assessment Roll of the Township.
- d) **Public Works Manager** means the person appointed as the Public Works Manager for the Corporation of the Township of North Frontenac.
- e) **Structure** means anything constructed or erected, either temporary or permanent, the use of which requires location on the ground or attached to something located on the ground or on or in water and shall for the purposes of this definition, include a recreational vehicle (for setback purposes only), a sewage disposal system (for setback purposes only) a swimming pool whether in-ground or above-ground, a viewing platform, a shed, or a pumphouse, but excludes a fence.
- f) **Township Property** means a parcel of land owned by the Township and includes Lot/Concession/Reserve/Forced/Shore Road Allowance owned by the Township.
- g) **Township** means The Corporation of the Township of North Frontenac.

2. Purpose

The "Policy for Application for Use Township Property" applies to the use of Township owned property for any reason including providing access or construction, renovation, maintenance or use of structures and includes an Application for Licence Agreement.

3. Scope of the By-law

In the case of structures located on the Township owned Shore Road Allowance where the road allowance lies between the Property Owner's lands and the highwater mark of the lake, the construction or renovation of structures is not permitted through a Licence Agreement except in extenuating circumstances. The Property Owner shall purchase the Shore Road Allowance in accordance with the Sale of Land Policy prior to the construction or renovation of the structure.

In the case of existing structures located on Township owned Lot/Concession/Reserve/Forced Road Allowances each situation will be provided to Council to determine if a portion of the road allowance will be closed and sold or if a Licence/Encroachment Agreement will be required. The construction of structures on Lot/Concession/Reserve/Forced Road Allowance is not permitted.

In the case of the demolition of a structure located on a Lot/Concession/Reserve/Forced/Shore Road Allowance the proposal shall be reviewed by the CAO; and if required provided to Council for consideration.

In the case of the use of Township property that is not a Road Allowance the proposal shall be provided to Council for consideration.

No new structures shall be constructed on Township property without the approval of Council.

4. Request to Council for Use of Township Property other than Road Allowance

The Property Owner shall complete the Application for Licence Agreement. The completed Application shall be submitted to the Clerk. An Application Fee in accordance with the Fees and Charges By-law must be submitted with the Application.

5. Inspection

In the case of road allowances, the Application will be provided to the Municipal Road Inspector to complete an inspection of the property. In the case where the request may impact a Township Road the Application will be provided to the Public Works Manager to complete an inspection.

In the case of other Township property, the Application will be provided to the applicable Manager for review and to provide recommendations to Council.

6. Consideration by Council

An Administrative Report including the Application and inspection details will be provided to Council in an Agenda to be posted on the Township's website. Council will consider the Application based on the merits of the proposal at a Regular Meeting and provide approval or denial of the Application. If approved, the Property Owner may be required to enter into a Licence Agreement. Other conditions may be applied to the use of Township Property including but not limited to construction standards or limitations of use, surveying, obtaining any required permits from outside agencies, obtaining an entrance permit and obtaining a civic address.

7. Licence Agreement

Once the conditions as set out by Council have been satisfied, the Licence Agreement will be provided to the Property Owner for signing and once signed by the Property Owner will be signed by the Mayor and Clerk.

8. Annual Fee

The Licensee is required to pay the annual fee as set out in the Fees and Charges By-law while the Licence Agreement is in effect.

9. Liability Insurance

The Licensee is required to provide the Township with a Certificate of Insurance covering public liability and property damage for no less than \$2,000,000, naming the

Township of North Frontenac as an additional insured. This Certificate must be provided to the Township on an annual basis.

10. Failure to Comply with Conditions of Licence Agreement

Failure to comply with the provisions of the Licence Agreement including providing the certificate of insurance or fee annually will result in the termination of the Agreement.

11. Requests from Utility Companies

Requests from utility companies to place infrastructure on Township Property shall be provided to the Public Works Manager. The Public Works Manager shall review all Utility Location Approval Certificates submitted for approval, and after considering possible impacts on future road development and or maintenance operations will approve and sign or deny the Certificate based on this evaluation. At the discretion of the Public Works Manager the proposal may be provided to Council for consideration. A copy of all signed Utility Location Approval Certificates shall be retained by the Public Works Manager as a permanent record. The Public Works Manager is authorized to update the Application form for Utility Location Approval Certificates as required.

Schedule 'B' To
By-law #

Policy for the Construction and Maintenance of Docks on Township of North Frontenac Property including Lot/Concession/Reserve/Forced Road Allowances

1. Definitions

In this Policy:

- a) **Association** means a not-for-profit group or organization (i.e. Cottage/Lake Association).
- b) **Clerk** means the person appointed as the Clerk of The Corporation of the Township of North Frontenac.
- c) **Council** means the Council of The Corporation of the Township of North Frontenac.
- d) **Dock** means a structure extending out from the shore into the lake to which a boat or other floating vessels are berthed or secured.
- e) **Manager of Community Development** means the person appointed as the Manager of Community Development for The Corporation of the Township of North Frontenac.
- f) **Resident** means a person who is listed on the Property Assessment Roll of the Township.
- g) **Road Allowance** means a Lot/Concession/Reserve/Forced Road Allowance owned by the Township and does not include a Shore Road Allowance lying between a resident's property and the high water mark of the lake or river.
- h) **Township** means The Corporation of the Township of North Frontenac.
- i) **Treasurer** Means the person appointed as the Treasurer of The Corporation of the Township of North Frontenac.

2. Purpose

The "Policy for the Construction and Maintenance of Docks on Township Owned Road Allowances" shall apply to all Residents and Associations requesting to use a road allowance for the purpose of constructing and/or maintaining a dock on a Road Allowance.

Council will consider each request for the construction of a dock at an existing Public Boat Launch or on a Road Allowance leading to water based on the merits of the proposal and the condition and size of the Township property the requested dock is being built on.

3. Standards for the Construction of a Dock

- a) The following standards must be adhered to as specified in the Township's Zoning By-law at the time of the proposal when proposing to construct a Dock at an existing Public Township Boat Launch or on a Road Allowance leading to water:

- i) A fifteen (15) metre (49.2 feet) vegetative buffer must be maintained along the waterfront of the road allowance except for a foot path to access the dock.
- ii) The dock shall comply with the requirements of the Township's Zoning By-law including setback, size restrictions, etc.
- iii) The Applicant shall apply to the applicable Conservation Authority, Ministry of Natural Resources, and Department of Fisheries and Oceans approval permits, if required, to be signed by the Manager of Community Development upon approval. The Applicant is responsible for the fees associated with these permits.
- iv) The dock must be a floating dock with posts/legs to attach the dock to the shoreline. Cantilever and/or crib docks are not permitted.
- v) Only one (1) dock is permitted per existing Public Township Boat Launch or per 20 metre length (66 feet) road allowance along the shoreline.

4. Associations Requesting to Construct a Dock at Existing Public Township Boat Launches to be Used by the Public

- a) The Association shall prepare a Proposal to Council including the following:
 - i) The name of the Association;
 - ii) The name of the Township Boat Launch;
 - iii) A sketch showing existing features and buildings; location of proposed dock; size of the proposed dock; foot paths; parking area and property lines;
 - iv) Type of material that will be used to construct the proposed dock;
 - v) Who will pay for the materials for the proposed dock;
 - vi) A list of Volunteers involved in the construction of the proposed dock;
 - vii) Proposed signage.
- b) Upon Council's approval the Association shall:
 - i) Construct the Dock in accordance with the proposal, including any amendments Council may request in consultation with the Manager of Community Development.
 - ii) Provide the names and emergency contact information of all Community Volunteers working on this project to the Treasurer, prior to any work commencing, to be added to the Township's Volunteer Insurance Policy.
- c) Upon Completion of the Installation of the Dock:
 - i) The dock shall become an asset of the Township of North Frontenac and will be added to the Township's Asset Management Plan Tangible Capital Asset Replacement Schedule for future replacement.
 - ii) The costs for dock maintenance and repairs will be contracted out and the monies will come from the Special Parks Reserve Fund.
 - iii) The dock will be insured by the Township through the Liability Policy and if it is valued at more than \$5,000 the Treasurer will have it added to the Township's Insurance Property Schedules.

5. Residents Requesting to Construct a Dock on a Municipal Road Allowance Leading to Water

- a) All costs associated with the construction and maintenance of the proposal are the responsibility of the Resident.
- b) The Resident shall prepare a Proposal to Council including the following:
 - i) The name of the Resident(s) and description of his/her property;
 - ii) A description of the Municipal Road Allowance requesting to be used;
 - iii) A sketch showing existing features and buildings; location of proposed dock; size of the proposed dock; foot paths, parking area and property lines;
 - iv) Type of material that will be used to construct the proposed dock.
- c) Prior to Council's consideration of the proposal, the Municipal Road Inspector shall perform an inspection and provide a report to Council on the condition of the road allowance and/or shoreline, including his/her recommendations on the proposal.
- d) If Council approves the proposal the Resident is required to:
 - i) Enter into a License Agreement with the Township.
 - ii) Pay a fee upon entering into the Agreement and prior to March 31st each year thereafter, as set out in the Township's Fees and Charges By-law.
 - iii) Obtain a comprehensive policy of public liability and property damage insurance, that provides insurance coverage in respect of any one occurrence to the limit of at least two million dollars (\$2,000,000.00) or higher if Council so desires, exclusive of interest and costs, against loss or damage resulting from bodily injury to, or death of one or more persons and loss of or damage to property, and that names the Municipality as an additional insured.
- e) The Licensee is required to pay the annual fee and submit a copy of the Insurance Policy annually while the Licence Agreement is in effect. Failure to provide the fee and/or proof of insurance will automatically result in termination of the Agreement and the dock shall be removed, in accordance with the Resident's Licence Agreement.

Schedule 'C' To
By-law

**Policy for the Construction and Maintenance of Docks on
Township Owned Shore Road Allowances**

1. Definitions

In this Policy:

- a) **Dock** means a structure extending out from the shore into the lake to which a boat or other floating vessels are berthed or secured which is designed to float freely on the surface of the water body and which may be secured to the shoreline.
- b) **Property Owner** means the person(s) who is listed on the Property Assessment Roll of the Township of the property directly adjacent to the Shore Road Allowance.
- c) **Shore Road Allowance** means a Shore Road Allowance owned by the Township lying between a resident's property and the high water mark of the water body.
- d) **Township** means the Corporation of The Township of North Frontenac.

2. Purpose

The "Policy for the Construction and Maintenance of Docks on Township Owned Shore Road Allowances" shall apply to all Adjacent Property Owners using the Shore Road Allowance adjacent to their property for the purpose of constructing and/or maintaining a dock.

3. Standards for the Construction of a Dock

The following standards must be adhered to when constructing a dock on a Township Owned Shore Road Allowance:

- a) The dock shall comply with the requirements of the Township's Zoning By-law including setback, size restrictions, etc.
- b) The Property Owner is required to contact the Conservation Authority, Ministry of Natural Resources, and/or Department of Fisheries and Oceans and obtain the required permits. The Applicant is responsible for the fees associated with these permits.
- c) The dock must be a floating dock with posts/legs to attach the dock to the shoreline. Cantilever and/or crib docks are not permitted.
- d) Only one (1) dock is permitted per property, excluding Tourist Establishments which shall be in accordance with the current Zoning By-law and/or Site Plan Control Agreement.

4. Additional Provisions

The Property Owner waives, releases and discharges the Township of North Frontenac of and from all claims, actions, causes of actions and damages for death, personal injury or damage to property arising out of the use of the Shore Road Allowance.

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 Apr 2025
Re: North Frontenac Fire Department (NFFD) Annual Report - 2024.

Recommendation:

Be It Resolved That Council receives the Director of Emergency Services/Fire Chiefs Administrative Report entitled “North Frontenac Fire Department Annual Report 2024” for information purposes.

Background:

The Fire Department Operational Review was presented by the Director of Emergency Services/Fire Chief (DESFC) to Council on April 22, 2016. Council approved the Operational Review by Resolution #203-16 on June 10, 2016. The Resolution provided that the DESFC shall prepare a Fire Department Annual Report to Council.

Researched By:

Adam Robinson, Director of Emergency Services/Fire Chief (DESFC)
Marnie Geerlinks, Administrative Assistant to the DESFC

Comments:

The DESFC and the Administrative Assistant to the DESFC have prepared the 2024 Annual Report for the Township of North Frontenac Fire Department (NFFD).

Highlights of Department goals and accomplishments in 2024:

- The NFFD and the Township recognized one (1) Volunteer Firefighter for their years of service.
- Firefighters attended joint training sessions with several Mutual Aid Partners, attended Regional Training Centers, and participated in Ontario Fire College online programs.
- The Township recognized Fire Prevention Week, Carbon Monoxide Awareness Week, and Emergency Preparedness Week with Mayoral Declarations and Social Media notices.
- Four new recruits joined the Department.
- Successful applicant for the 2024/2025 Fire Protection Grant.

Emergency Response:

In 2024, the Department experienced a significant increase in calls for service. The total number of calls received was 153. The call increase can be directly attributed to an increase in Tiered Medical Response.

The Department continues to record and study the average response time as stated in the Fire Master Plan. The response to structure fires and wildfires continues to be a three-station response, while the response to medical calls continues to be a two-station response.

Financial Impact:

Staff time to prepare Annual Report

Strategic Implications:

Sustainable Core Services

Attachments:

[North Frontenac Fire Department 2024 Annual Report](#)

[2024 North Frontenac Fire Department Annual Report Presentation](#)

APRIL 4, 2025



NORTH FRONTENAC FIRE DEPARTMENT 2024 ANNUAL REPORT

FIRE CHIEF ADAM ROBINSON,
FIRE ADMIN MARNIE GEERLINKS

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Chief's Message

What a year 2024 has been!

The North Frontenac Fire Department (NFFD) experienced significant leadership changes, including the retirement of a Fire Chief, the appointment of a new Chief, and the addition of a new Assistant Fire Chief. Thanks to the dedication and resilience of our Volunteer Firefighters, the Department continued to provide exceptional service to the community without interruption.

Firefighters responded to a total of 153 calls, with medical emergencies accounting for 71.24% of all incidents, while fire/rescue calls accounted for the remaining 28.76%.

Beyond public education and emergency response, training remained a top priority in 2024. Collaborating with neighboring Fire Departments, our team saw twelve (12) members commit themselves to meeting the province of Ontario's upcoming certification requirements, set to take effect on July 1, 2026. These rigorous certification courses require 300+ hours of training, demand significant dedication and we commend all participants for their hard work and achievements.

In addition to certification efforts, several members successfully completed a full First Responder Certification course, while all Firefighters continued their regular weekly in-house training to ensure they remain skilled and prepared to fulfill their duties as outlined in our Establishing and Regulating By-Law. We were also privileged to host expert instructors who provided valuable training on topics such as vehicle extrication, lithium-ion battery safety, and propane emergencies.

A full SP103 – Wildland Firefighting program was hosted by North Frontenac Fire early 2025 and saw the participation of several Mutual Aid Partners.

NFFD remains committed to ongoing training and continuous improvement, striving to provide the highest level of customer service to our community and residents.

Our Mission

The Township of North Frontenac Fire Department will strive to provide the highest level of customer service through the three lines of defense: Public education and prevention, fire safety standards and code enforcement and emergency response.

Our Vision

Proud of our past and excited about our future, the North Frontenac Fire Department will be excellent in customer service, dynamic in medical response and always responsive to community needs, delivered by well-trained personnel with broad roles and skills.

Our Values

- **Accountability**
- **Compassion**
- **Professionalism**
- **Courage**
- **Integrity**
- **Respect**

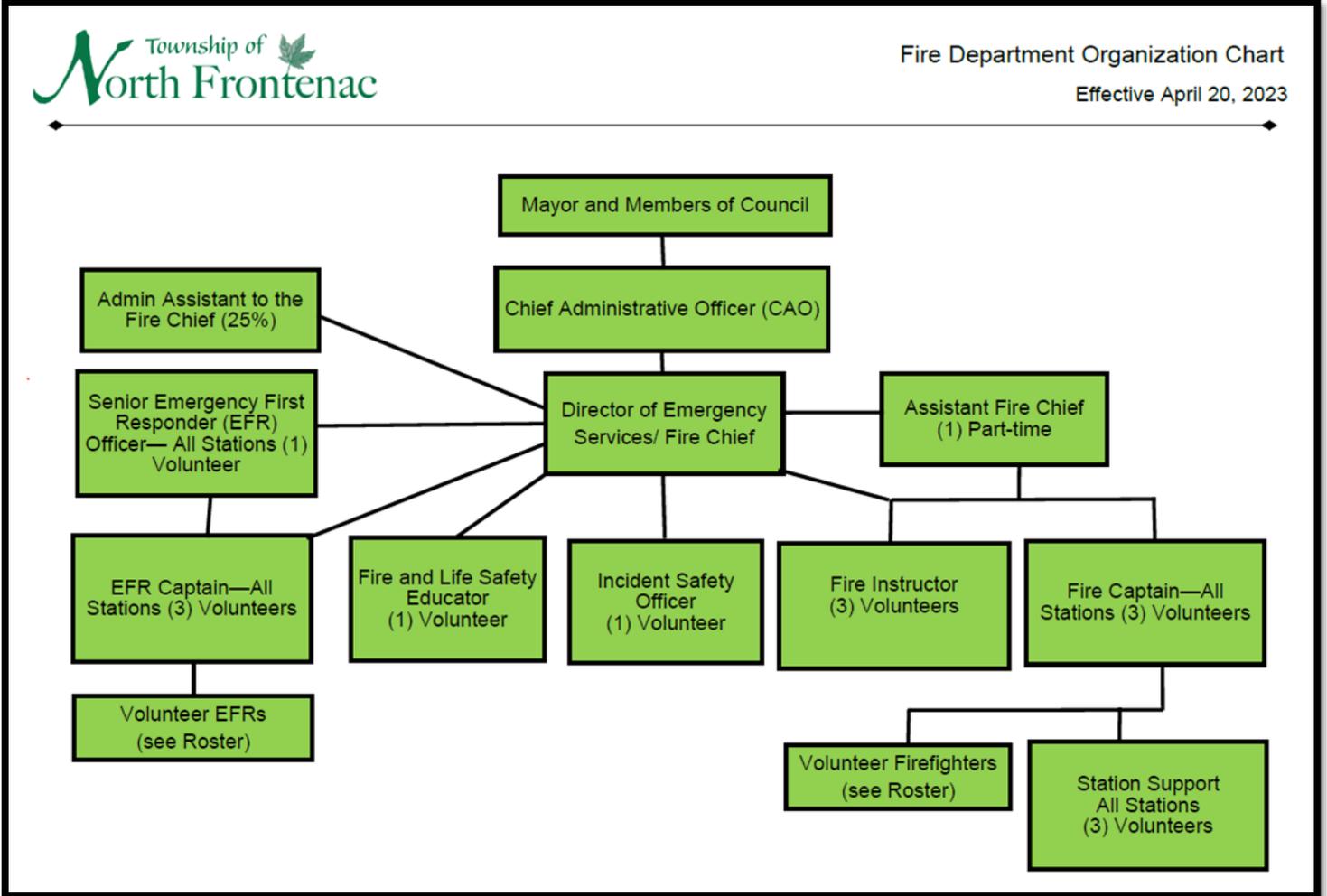
Guiding Legislation

Key examples include:

- Fire Protection and Prevention Act, 1997
- 2024 Ontario Building Code
- Employment Standards Act, 2000
- Forest Fire Prevention Act, 1990
- Occupational Health & Safety Act (OHSA)
- Ontario Health & Safety (OHS) - Section 21 Guidance Notes
- Emergency Management and Civil Protection Act, 1990
- Ontario Fire Marshal (OFM) Public Fire Safety Guidelines
- National Fire Protection Association (NFPA) Standards
- By-Law #76-18 “North Frontenac Fire Department (NFFD) Establishing and Regulating By-law”
- By-Law #121-12 “Kaladar/Barrie Establishing and Regulating By-law’
- By-law #53-19 “Burning by-law”
- By-law #05-17 “Fire Prevention Policy”
- Agreement with Addington Highlands – Joint Fire Committee
- Fire Department Policies and Procedures such as: Standard Operating Guidelines (SOG’s) and Standard Operating Procedures

Section 1.0 - Department Operations

1.1 - Organizational Chart



1.2 - Fire Prevention, Fire and Life Safety Education

Fire Safety Inspections:

Several fire safety inspections were conducted throughout 2024. The mandatory Clarendon Central Public School annual fire safety inspection was completed, along with several other fire safety inspections and updated fire safety plan reviews based on requests from the public.

Kingston, Frontenac, Lennox & Addington Fire Prevention Committee:

The Fire and Life Safety Educator (FLSE) chaired monthly Kingston, Frontenac, Lennox & Addington (KFL&A) Fire Prevention Committee meetings, where members discuss fire prevention efforts in their communities.

Seasonal Events:

Winterfest/Summerfest

Both events were attended by the NFFD, with the KFL&A Prevention trailer on-site.

Attendees received prevention brochures covering topics such as smoke and CO alarm safety, safe cooking practices, FireSmart guidelines, and narrow road safety.

Participants had the opportunity to answer fire prevention questions, and those who provided correct and well-explained answers received prizes—an engaging way to educate both adults and children. Many inquiries were related to wildfire prevention and property safety, as well as driveway and road accessibility for emergency services. At Summerfest, the bouncy castle was a major attraction as always, though it is not used in colder weather. Fire prevention-themed giveaways were also distributed at both events.

Fire Drills:

Clarendon Central Public School was visited by the NFFD in the spring for the annual Fire Alarm drill, which went very well. Followed by a presentation to the students from the Fire Life Safety Educator.

Fire Prevention Week 2024:

The Department hosted an Open House at the Ompah Fire Station during Fire Prevention Week October 6-12 of 2024.



This year the slogan was “Smoke alarms, make them work for you.” The Prevention trailer was present, and the bouncy castle was a huge hit. Fire prevention pamphlets and educational hand outs were given to the public, questions from attendees about fire prevention were encouraged and answered.

Smoke Detector / Carbon Monoxide Door-to-Door:

The door-to-door Smoke Alarm Program took place throughout the month of October and during Fire Prevention week. In total there were 101 homes visited in the 2024 CO/Smoke alarm program, a total of 9 combination alarms installed, 4 regular smoke alarms and 4 plug in CO alarms.

Public Engagement Events:

- Seniors and Law Enforcement Together, October 2nd, 2024
- Fire extinguisher inspection session (hosted by Firetronics 20000 Inc.)

Section 2.0 - Administration

2.1 - Department Management and Staffing

The NFFD is managed by one full-time Fire Chief and one Part-time Assistant Fire Chief.

Additional Staffing includes:

Administrative Assistant (at 25% - Part-time)

- Responsible for administrative duties as assigned by the DESFC, which include drafting reports, draft agendas and minutes, submission of reports to the OFMEM, etc...

Emergency First Responder (EFR) Officer

- Required to assist the Fire Chief with the safe, efficient coordination, and direction of NFFD Firefighters.
- Responsible for Supervision of EFR Captains and Responders.
- Required to respond to Emergencies, attend weekly training, and maintain annual and tri annual certifications.

Fire Life Safety Educator (FLSE)

- Responsible for educating and engaging the public in Fire and Life Safety topics including Smoke and Carbon Monoxide alarms, escape planning, and personal safety in emergency situations.
- Attend KFL&A Fire Prevention Committee Meetings.

Fire Instructors

- Required to assist the Assistant Fire Chief/ Training Officer with the safe and efficient coordination, and direction of NFFD Firefighters while in a training environment.
- Responsible for assisting the Training Officer in the training of Firefighters in Firefighting Standards, methods and techniques as presented by the National Fire Protection Association, the Fire Marshal and other partner agencies.
- Required to respond to Emergencies, attend weekly training, and maintain annual and tri annual certifications.

Incident Safety Officer

- Required to assist Incident Commanders with the safe, efficient coordination, and direction of NFFD Firefighters while on an emergency scene or in a training environment.
- To ensure NFFD Firefighters adhere to safety practices and procedures. Identify health and safety concerns when firefighters are performing their duties.
- Required to respond to Emergencies, attend weekly training, and maintain annual and tri annual certifications.

Emergency First Responder (EFR) Captain – One at each station

- Required to assist the EFR Officer with the safe, efficient coordination, and direction of NFFD Firefighters.

- Required to respond to Emergencies, attend weekly training, and maintain annual and tri annual certifications.

Fire Captain – One at each Station

- Required to assist the Assistant Fire Chief with the safe, efficient coordination, and direction of NFFD Firefighters.
- Required to respond to Emergencies, attend weekly training, and maintain annual and tri annual certifications.

Firefighters

- Responsible to respond to emergencies involving but not limited to tiered medical, structure fires, wild land fires, search and rescue, and motor vehicle accidents.
- Required to attend weekly training and maintain annual and tri annual certifications.

Station Support

- Responsible for support of assigned fire stations, to assist with emergency readiness, station duties and post emergency response.

2.2 – Appointments

In 2024 the North Frontenac Fire Department had a vacancy for Fire Chief and Assistant Fire Chief. Both positions were filled over the course of the year.

Fire Chief



Adam Robinson

Date of Hire: June 26, 2023

Date Appointed Fire Chief: April 26, 2024

Assistant Fire Chief



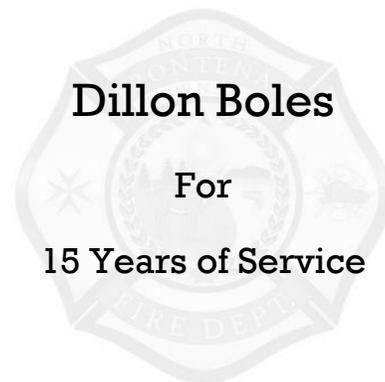
AJ Watson

**Date of Hire:
November 18, 2024**

2.3 - Long Service Awards

Long Service Awards are presented to both full time and part-time volunteer Firefighters by the Provincial Fire Services. This award represents appreciation for the hard work and dedication of our Firefighters. Long Services Awards are recognized by the province and included in the *Fire Protection and Prevention Act, 1997*.

in 2024, the Township of North Frontenac Fire Department recognized one dedicated Firefighter for their exemplary service.



Dillon Boles

For

15 Years of Service



2.4 Automatic & Mutual Aid Agreements

The North Frontenac Fire Department participates in the Kingston, Frontenac, Lennox and Addington (KFL&A) Mutual Aid Program. The Mutual Aid program is fundamental in the operation of all Fire Services throughout the province of Ontario. This program has been formally adopted by the Fire services since the 1950's. It ensures that when needed, departments can call on other Fire Services for additional support with personnel, vehicles, and equipment. The goal of the Mutual Aid program is a coordinated effort to minimize loss of life and property as well as damage to the environment. In 2024 the Fire Department responded to mutual aid calls to Central Frontenac, Kaladar/Barrie and Lanark County. The North Frontenac Fire Department also utilizes the Mutual Aid Program, by obtaining assistance from neighboring Fire Departments such as Kaladar Barrie, Central Frontenac & South Frontenac. The Mutual Aid Program ensures all residents receive an unsurpassed service to both urban and rural communities.

Other Agreements:

- Ministry of Natural Resources (MNR) - Forest Fire Agreement
- Kingston Fire and Rescue - Communications Agreement
- County of Frontenac - Tiered Medical Response
- Kingston, Frontenac, Lennox and Addington (KFL&A) - Mutual Aid Group
- Greater Madawaska - Automatic Aid (Norcan Lake)
- Central Frontenac Fire & Rescue - Automatic Aid (Structure fire & ice water)

Section 3.0 Communications

3.1 Recruitment

Four new recruits joined the department in 2024, with most of them participating in a recruit training program.

3.2 Fire Protection Grant 2024/2025

In 2024, Council approved an Application to the 2024/2025 Fire Protection Grant offered by the Province of Ontario. North Frontenac was successful in the Application and the funding was allocated to support a cancer prevention program aimed at reducing firefighter exposure to contaminated gear and equipment. With the grant funding, the Department acquired essential items, including SCBAs, NFPA-approved bunker gear washer/extractor, and decontamination equipment.

3.3 Community Risk Assessment

By identifying fire and life safety risks in their community and prioritizing them based on the probability of them occurring and the impact they would have if they occurred, Fire Departments are able to determine which risks to address and how best to address them. Risk assessments allow Fire Departments to ensure their levels of service, Programs and activities for public fire safety education, Fire Code inspections and enforcement, and emergency response directly address the identified risks and are most effective at preventing and mitigating them. North Frontenac completed this legislative requirement, June 2024.

3.4 Complaints - Fireworks

In 2024 the Fire Department received three complaints regarding the use of fireworks.

In Canada, fireworks are regulated by the Explosive Act, Explosive Regulation 2013, and are separated into three classes: consumer fireworks, which are low-hazard and designed for recreational use; display fireworks, which are high-hazard and designed for professional use, such as the Township's Canada Day show; and special effect pyrotechnics, also high-hazard and designed for professional use. Most fireworks used by the public fall into the consumer fireworks category.

Most complaints received by the Township of North Frontenac (Township) are concerns around the negative impact fireworks have on pets, people working shift work, wildlife, environment due to the noise and fear that fireworks may cause fires resulting in property damage or injury.

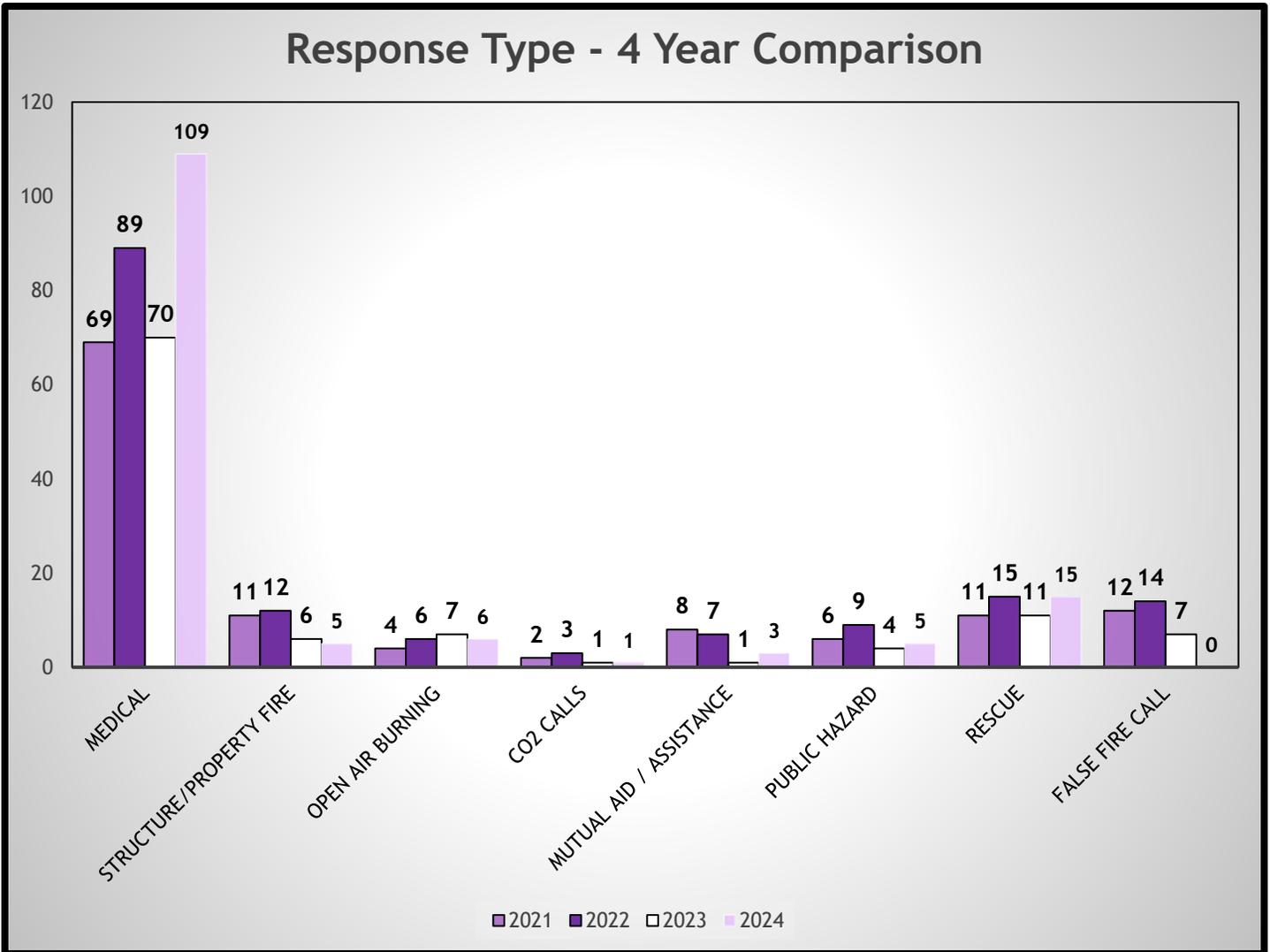
Public opinion is divided into two categories, those that appreciate fireworks because of the vibrant colors and the loud explosions and those that do not because of loud noise, polluting byproduct, (off gases and casings) and the noise impact on pets and wildlife.

Currently the use of Fireworks in the Township are regulated by the Open-Air Burn By-Law #53-19 and the Noise By-Law 70-20. The NFFD and the Kaladar Barrie Fire Department currently respond to complaints for fireworks only during a Fire Ban. This is problematic as usually the displays/events are over before the Departments arrive. This response consumes available Volunteer resources and incurs vehicle and wage expenses for the Township.

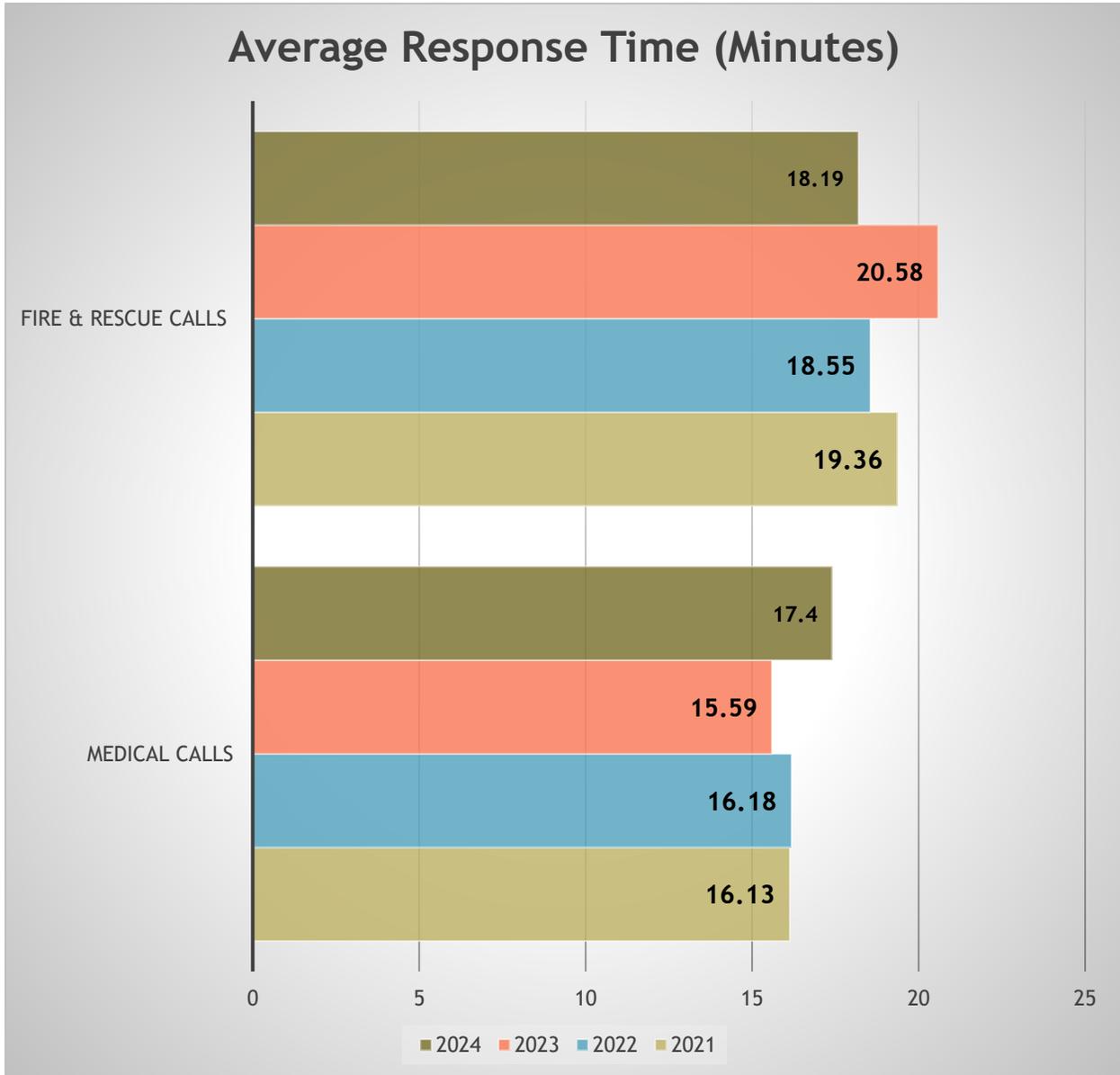
Section 4.0 - Fire and Medical Calls



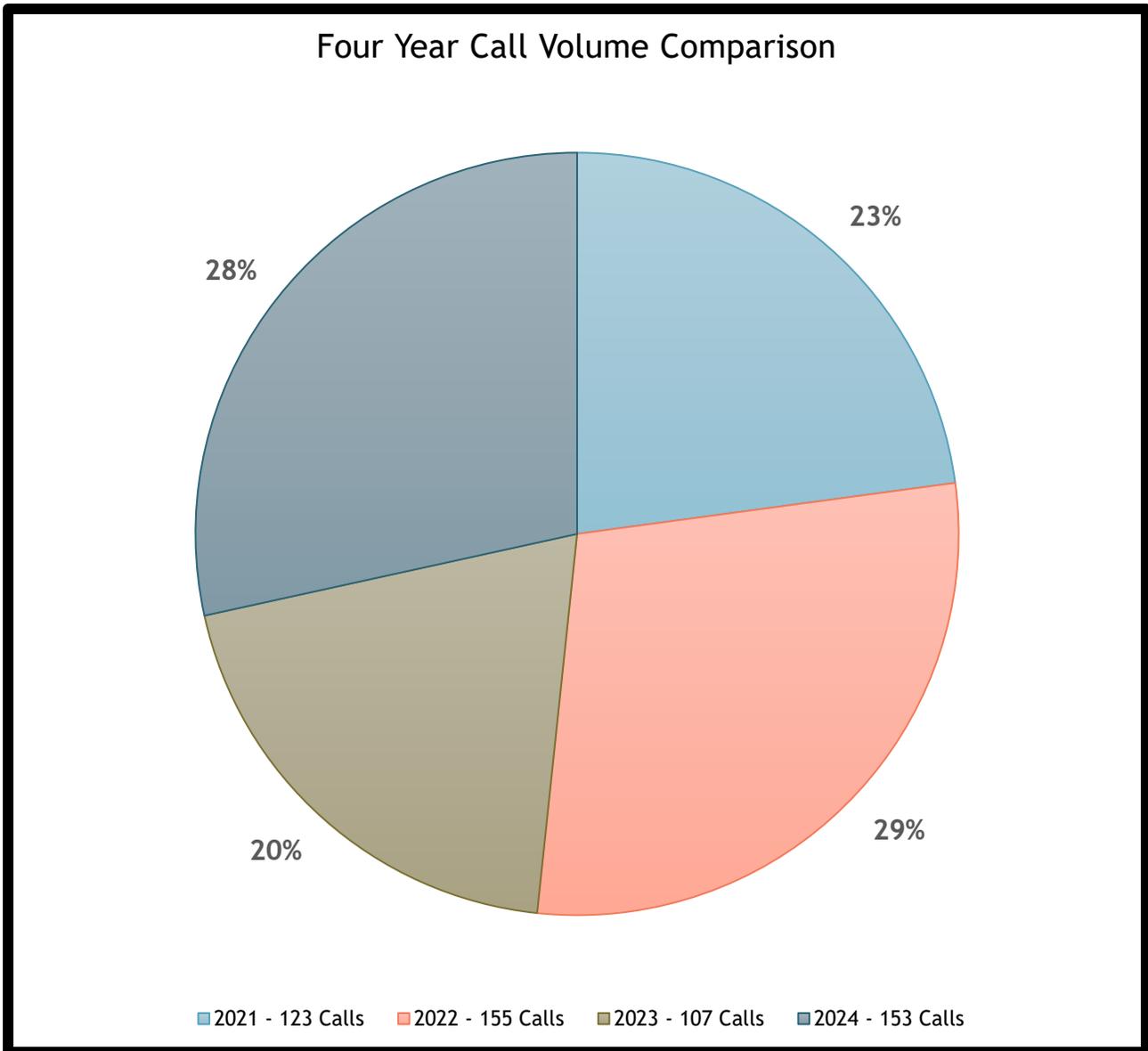
4.1 - Five Year Comparison



4.2 - 2024 Response Times



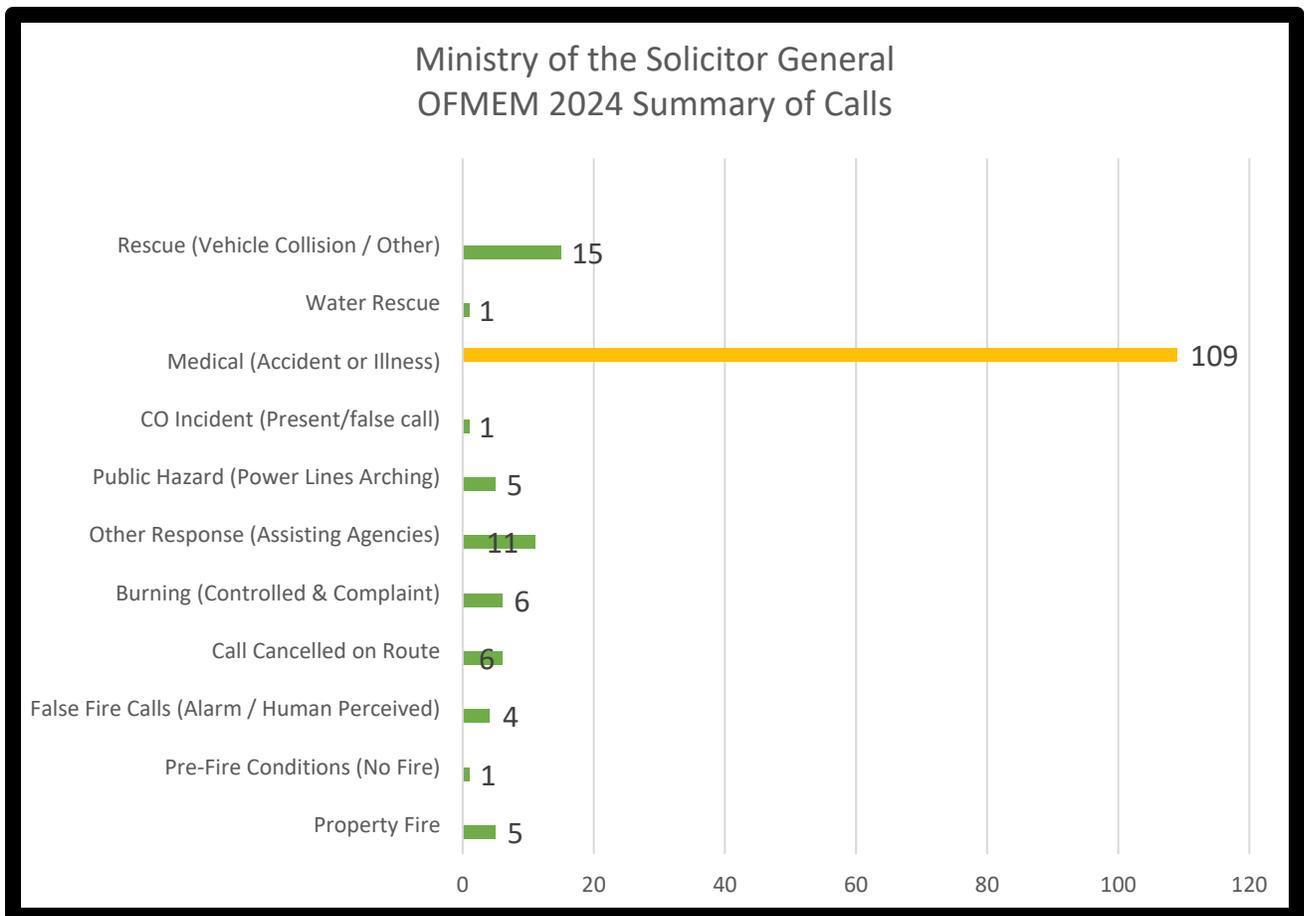
4.3 - Four Year Call Volume Comparison



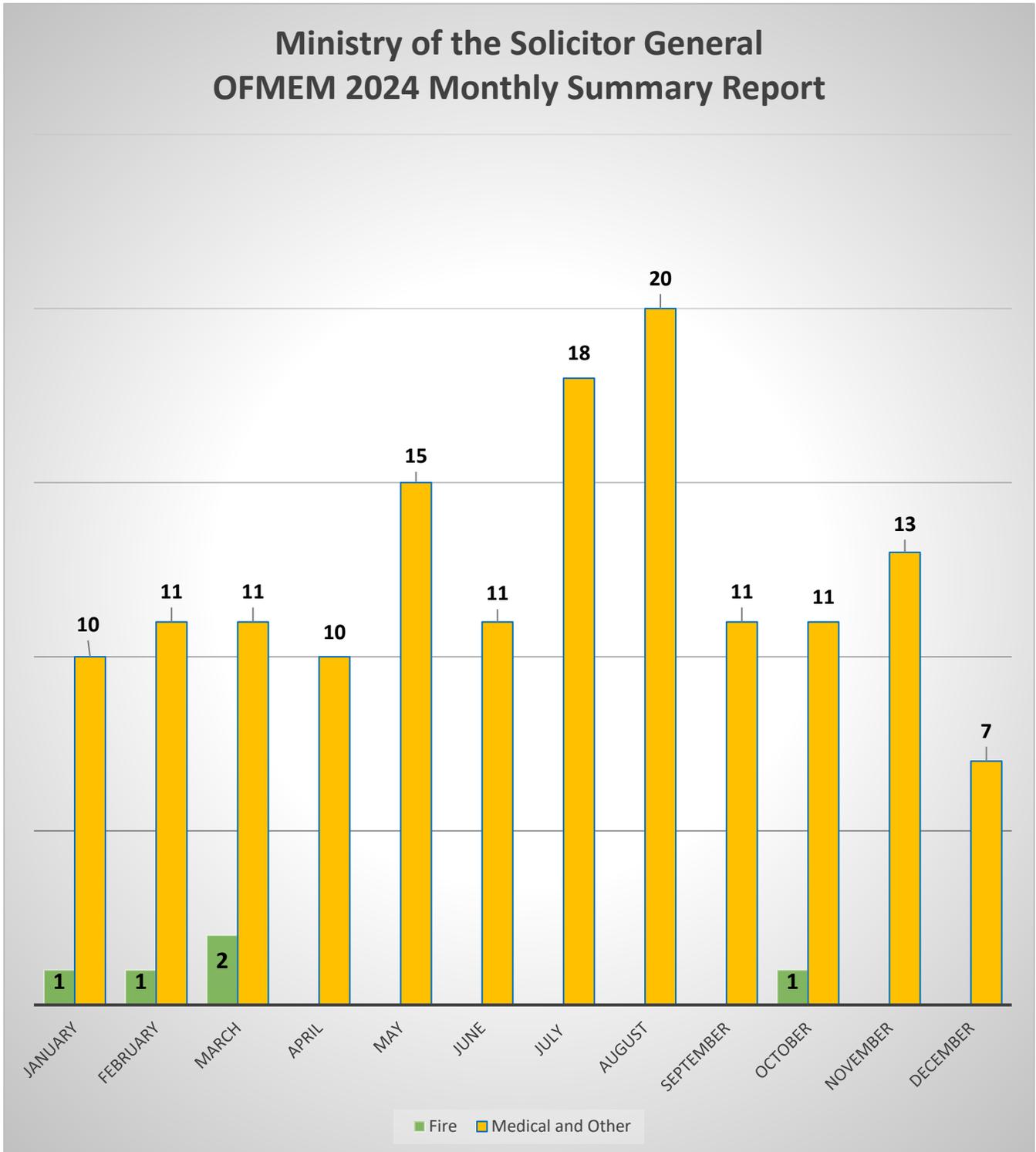
4.4 - Ontario Fire Marshal - Summary of Calls

The Fire Department is required to record all emergency calls and complete a Standard Incident Report (SIR) with the Office of the Fire Marshall for each call. Emergency calls are categorized using codes provided by the Ontario Fire Marshal Emergency Management (OFMEM) based on the nature of the call.

OFMEM reports structure/property fires as one code but includes exposures (any other asset on a property exposed to a fire) as fire calls. In 2024, the Department responded to a total of 153 calls and there were no structure fire or exposure reports.



4.5 Ontario Fire Marshal - Monthly Summary Report



Section 5.0 - Training

5.1 - Joint Training Programs

In 2024, The North Frontenac Fire Department took part in joint recruit training programs with Addington Highlands Fire Department and Central Frontenac Fire & Rescue. Four North Frontenac members completed NFPA 1001 Level 1 training through the Addington Highlands recruit program between March and April.

From September to November, nine North Frontenac members trained alongside Central Frontenac Fire & Rescue at the Mountain Grove Station, working toward NFPA certification. A mandatory hazardous materials training component was completed early in 2025.

An additional joint training initiative took place early 2025, featuring an SP103 wildland Firefighter Training Program in collaboration with Kaladar/Barrie, Central Frontenac, and South Frontenac. The program included a classroom theory session and will be followed by a hands-on field exercise with the Ministry of Natural Resources (MNR), schedule for early Spring.

North Frontenac's involvement in these joint training programs fosters teamwork and reinforces strong working relationships with Mutual Aid Partners, enhancing overall emergency response capabilities.

5.2 - Firefighter Certifications 2024

In 2022, amendments to the Fire Protection and Prevention Act introduced a regulation that establishes mandatory certification requirements for Fire Protection Services across Ontario. This regulation sets baseline certification and job performance standards for Firefighters to ensure uniform training throughout the province.

Under the new rules, Firefighters must be certified to meet specific minimum standards when delivering designated Fire Protection Services. These standards incorporate the job performance criteria developed by the National Fire Protection Association; an international non-profit dedicated to providing information on fire-related hazards.

The revised certification framework is designed to offer Fire Departments the flexibility to address local training needs based on the level of Fire Protection Services provided, while also enhancing the safety of both Firefighters and the public.

NFPA Certification and Recognized Training Programs Completed in 2024:

- NFPA 1001, Firefighter Level 1 and 2
- Canadian Red Cross, First Responder, Full Certification
- Canadian Red Cross, CPR/Defibrillator
- NFPA 1002 Pumper Operator
- NFPA 1041, Instructor, Level 2
- NFPA 1021, Fire Officer, Level 2

5.3 - In-House Fire and Medical Training





Section 6.0 -Summary



The North Frontenac Fire Department continues to adhere to the Office of the Fire Marshal's recommendations of the three lines of defense: Fire prevention and public education, fire code compliance and enforcement and emergency response.

Our population continues to expand and change as more individuals move to the area, whether seeking vacation properties or permanent residency. In response, firefighters must adapt while balancing the demands of their families, time management, and available resources. These shifts bring ongoing challenges in recruitment and retention—a common issue across Ontario's fire services. Our commitment remains strong in maintaining a well-trained, capable team while recognizing the natural ebb and flow of Volunteer Members and actively seeking new recruits. As Firefighter availability fluctuates, reliance on neighboring departments through Automatic and Mutual aid Agreements becomes increasingly essential.

We extend our sincere gratitude to the North Frontenac Council and everyone who contributed to our mission of serving local businesses, residents, and visitors throughout 2024.

**NORTH
FRONTENAC
FIRE
DEPARTMENT
2024 ANNUAL
REPORT**



FIRE PREVENTION AND LIFE SAFETY EDUCATION

SMOKE ALARMS

Make Them WORK For You!™



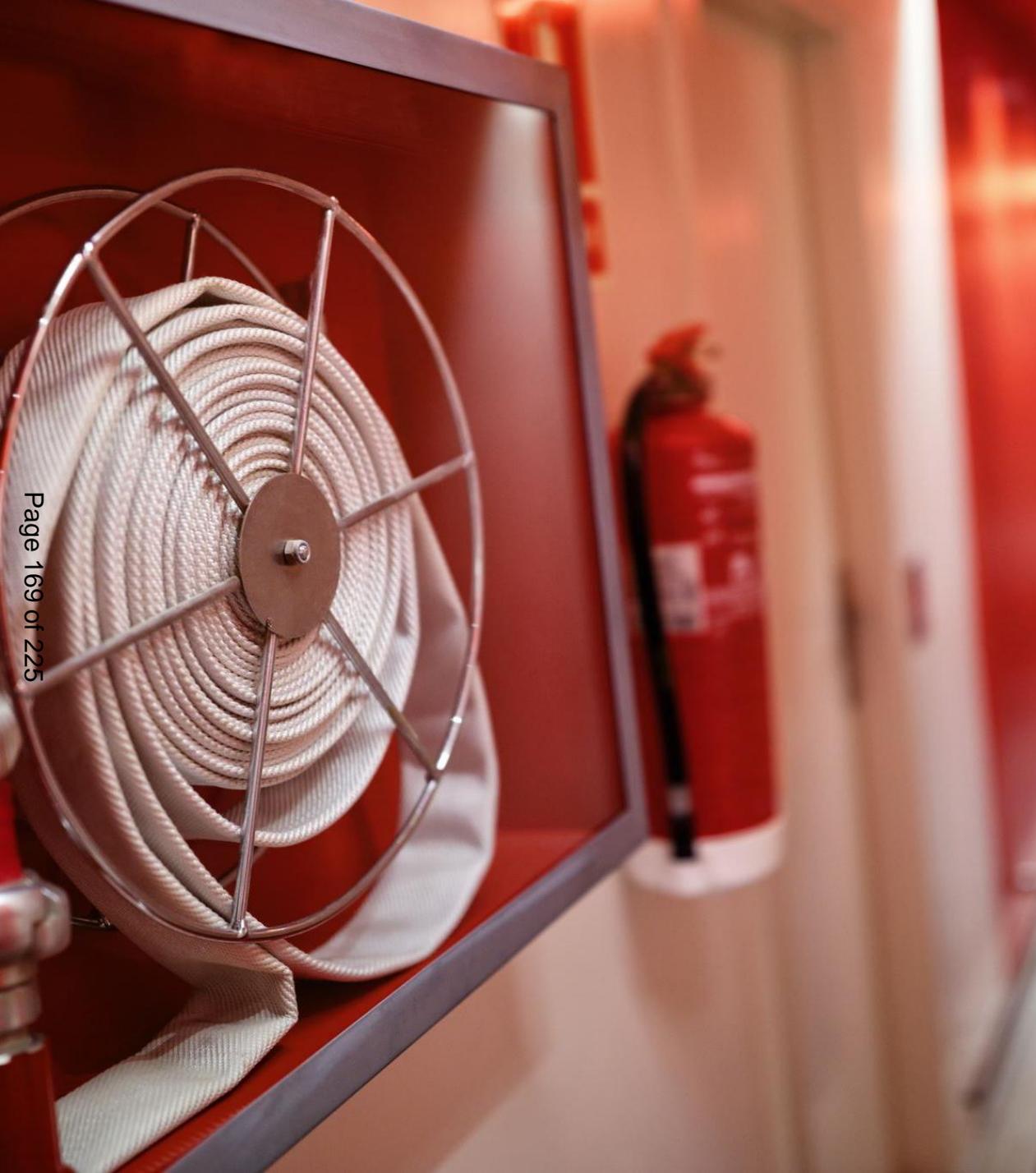
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FIRE PREVENTION AND LIFE SAFETY EDUCATION

Initiatives:

- Clarendon Central Public School – Annual Fire Drill & Presentation
- Fire Prevention Week
 - Ompah Station Open house
 - Door-to-Door Smoke Alarm Checks
- Winterfest / Summerfest
- Fire & Life Safety Inspections
- Public Engagement Sessions:
 - Seniors and Law Enforcement Together (SALT)
 - Fire Extinguisher Inspection Day

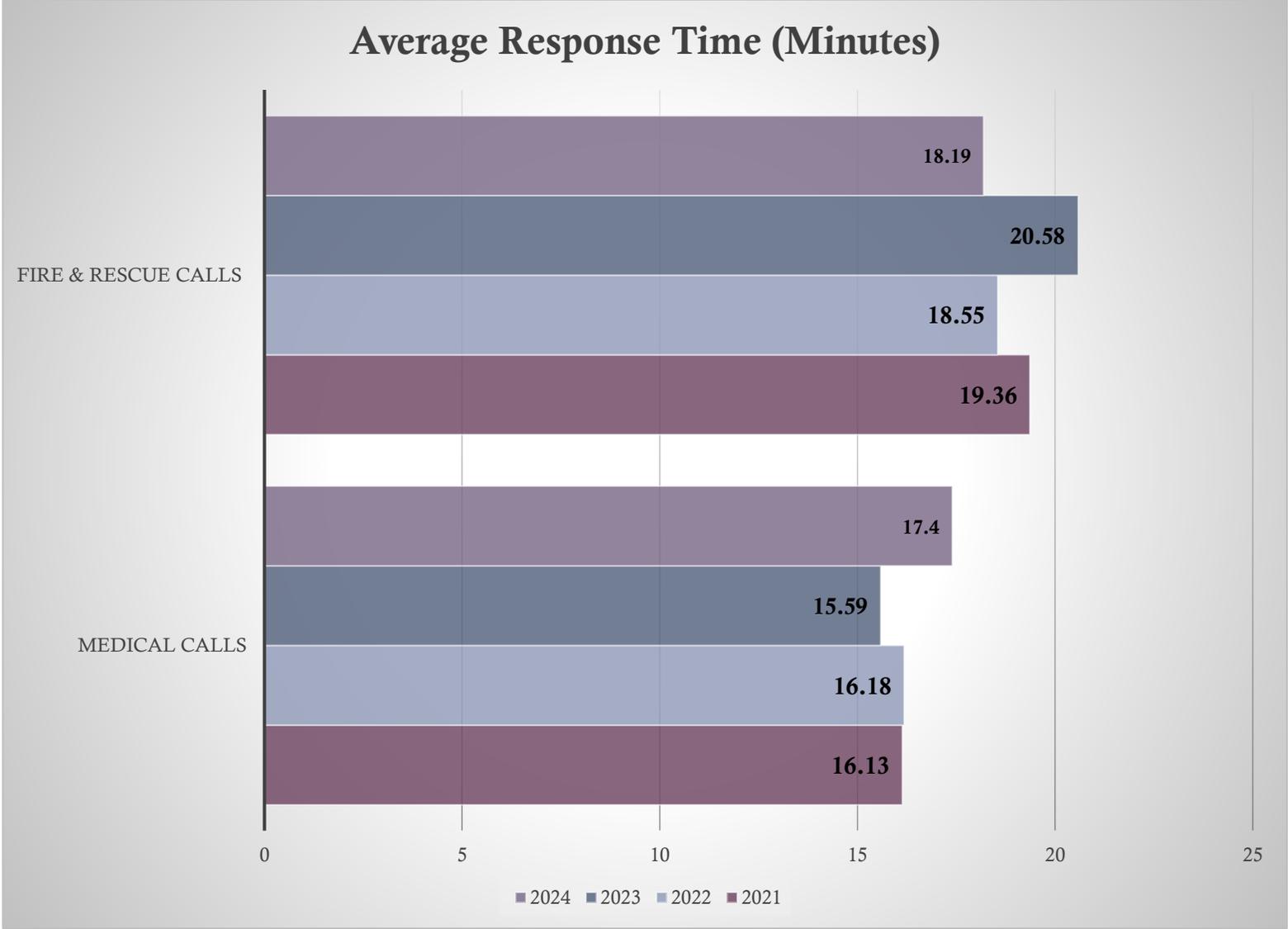


FIRE AND MEDICAL CALLS FOR SERVICE

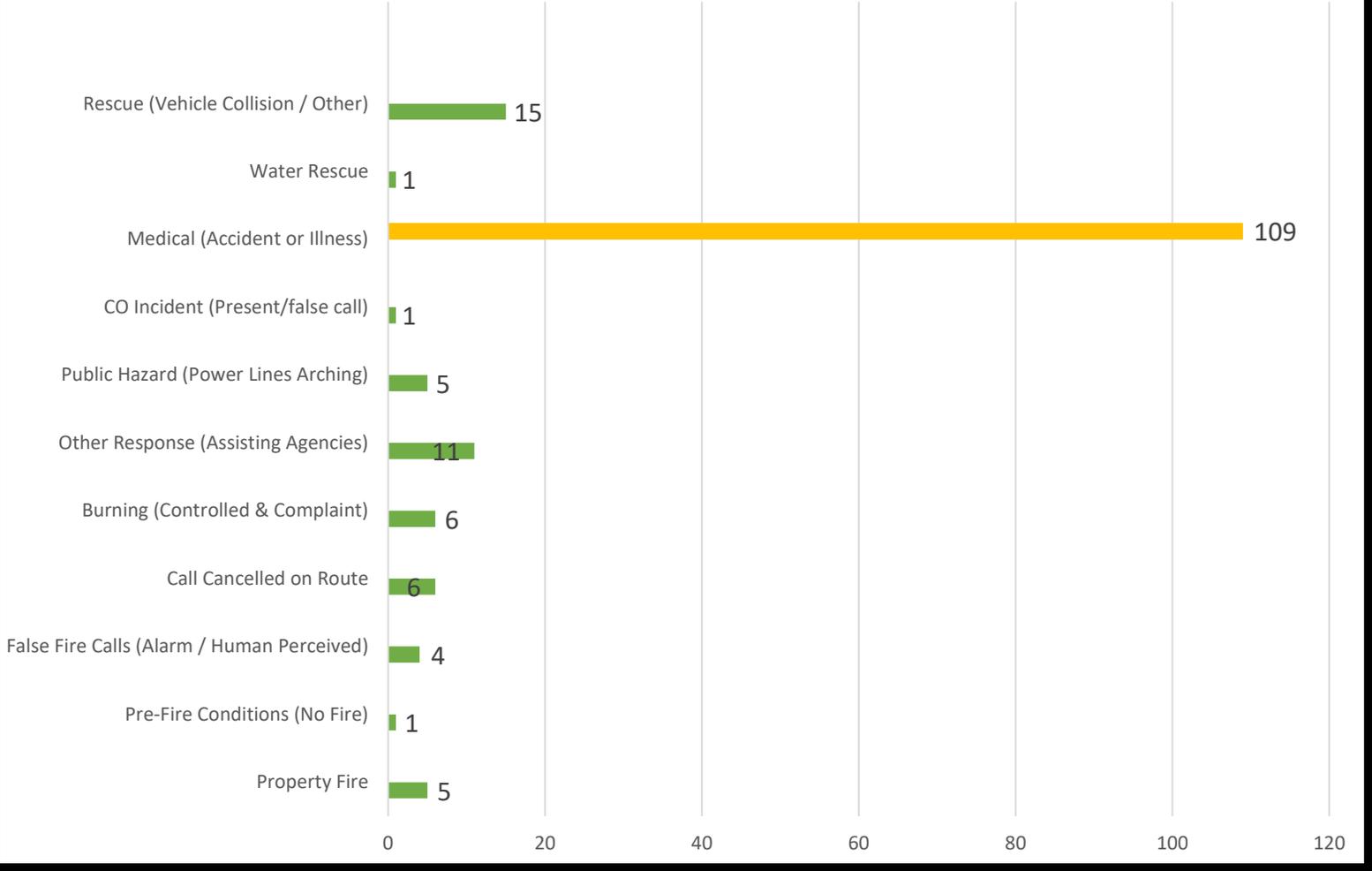
Key Points:

- 153 Calls for service
 - Medical calls comprised 71.24%
 - Fire & Rescue calls comprised 28.76%
-

AVERAGE RESPONSE TIMES

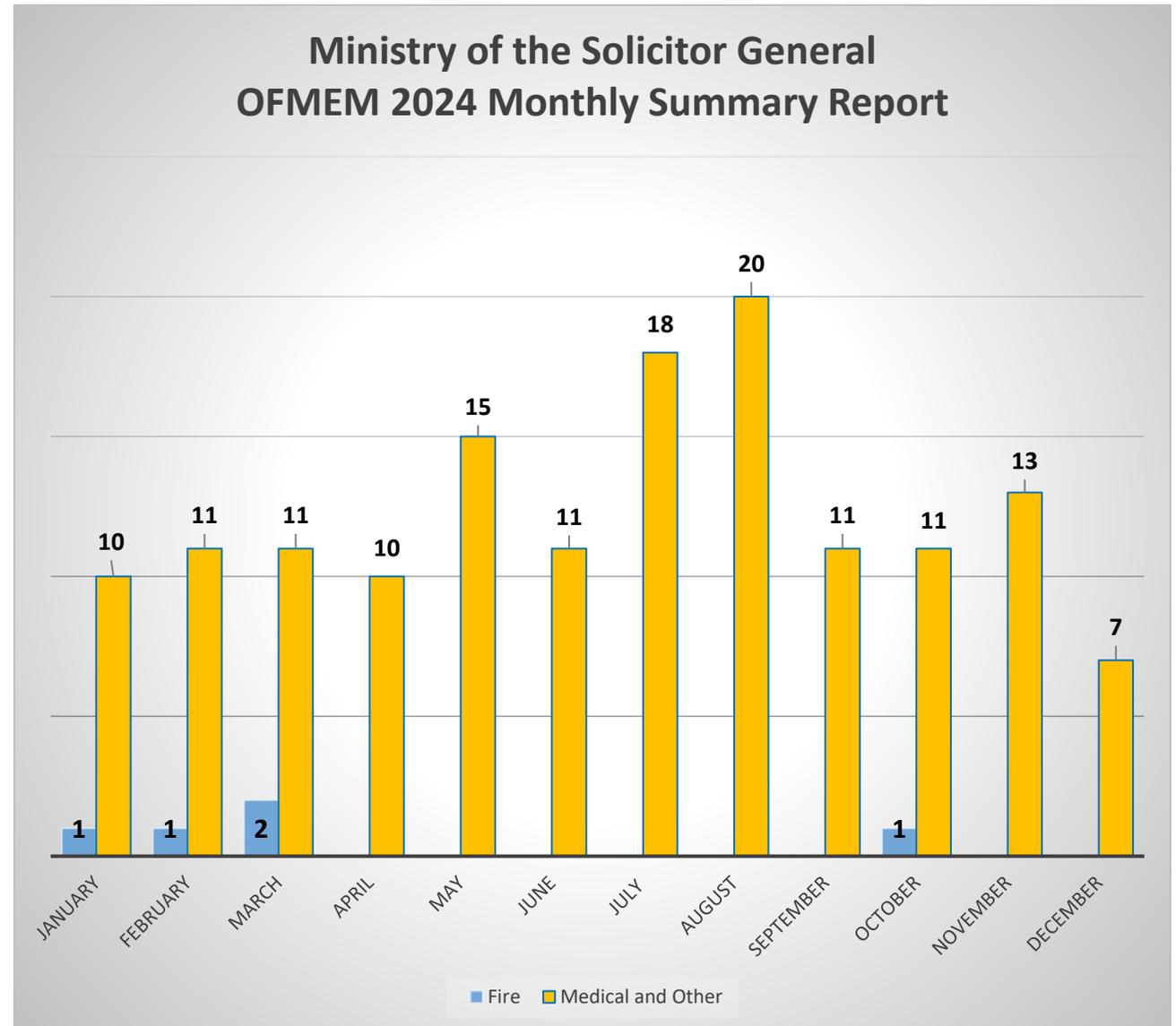


Ministry of the Solicitor General
OFMEM 2024 Summary of Calls

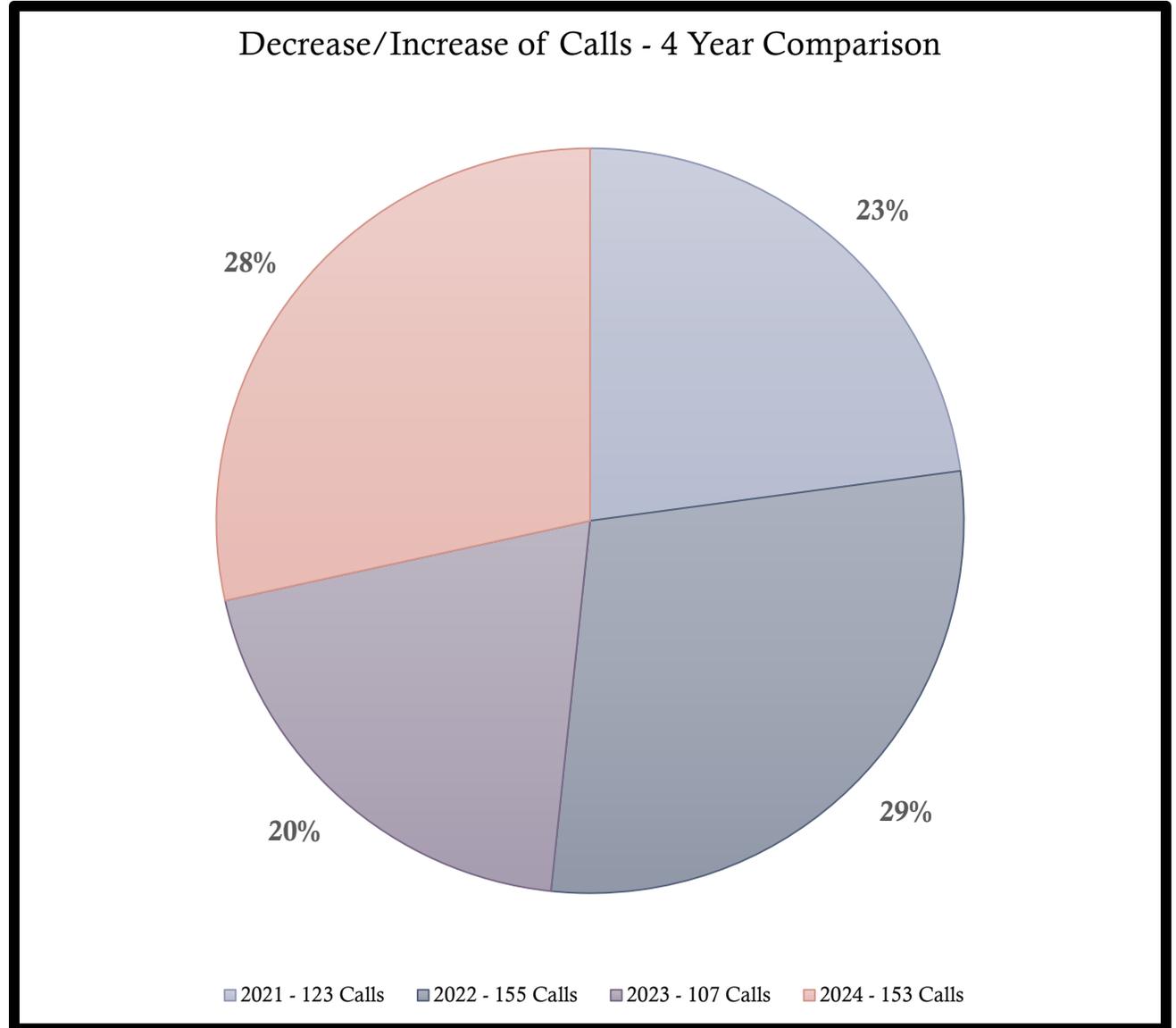


OFMEM 2024 SUMMARY OF CALLS

2024 MONTHLY SUMMARY OF CALLS FOR SERVICE



FOUR-YEAR CALL VOLUME COMPARISON



LONG SERVICE AWARDS

Dillon
Boles

15 Years
of Service



APPOINTMENTS

Adam Robinson – Fire
Chief

Date of Hire: June 26, 2023

Date Appointed Fire Chief:
April 26, 2024

AJ Watson – Assistant Fire
Chief

Date of Hire: November 18,
2024



TRAINING

Key Points:

- NFPA Certification Focus
- Joint Training Initiatives
- Canadian Red Cross Medical Training
- In-House Weekly Training





QUESTIONS?



THANK YOU
FOR YOUR
SUPPORT

To: Mayor and Members of Council
From: Brooke Ross, Manager of Community Development, Dipl.M.A.
Approved by: Corey Klatt, Chief Administrative Officer
Date of Meeting: 04 Apr 2025
Re: Update re: PCCA Beach Property Transfer

Recommendation:

Be It Resolved That Council receives for information the Manager of Community Development's Administrative Report entitled "Update re: PCCA Beach Property Transfer";
And That Council directs the MCD to advise MVCA that the Township will pay 50% of the legal costs that MVCA incurred in the amount of \$4,309.96 coming from the Recreational Land Reserve Fund, as requested by the MVCA;
And That previous Council had approved the costs for the future survey and land transfer costs;
And That Council instructs the Treasurer to fund these costs from the Recreational Land Reserve Fund.

Background:

On April 7, 2017 Council passed Resolution #172-17 instructing the Chief Administrative Officer (CAO) to send a letter to Mississippi Valley Conservation Authority (MVCA) advising them of the Township's request to acquire the Palmerston Canonto Conservation Area (PCCA) Beach property and instructing the Clerk to advise the Palmerston Beach Restoration Project Team that their request for permission to proceed with the community contributions portion of Phase 1 only, is on hold pending MVCA clarifying ownership of the property.

On October 5, 2018 Council passed Resolution #445-18 advising Council is in favour of an Option to Purchase Agreement between the Township and Mississippi Valley Conservation Authority (MVCA) and authorized the CAO to sign this Agreement (conditions to include for a nominal sum; subject to any conditions imposed by the Minister of Natural Resources & Forestry; a clause being included regarding the right for MVCA to repurchase on the same terms if a subsequent Council decide to dispose of the property; and the actual purchase is pending MVCA confirming the property boundaries and ownership prior to the sale.

MVCA's solicitor prepared an Option to purchase which was signed by both parties in February 2019. The Township previously paid the nominal sum of \$2.00 in February 2019 as per the Option to Purchase Agreement and previously agreed to pay \$1,000 towards MVCA Admin costs as well as survey costs and transfer costs only.

Researched By:

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

Comments:

Since 2017 the MVCA has been working with their legal counsel investigating some inconsistencies with the title of the beach property. The Township and MVCA signed a Option to Purchase Agreement February 2019 (attached) and continued to extend this annually.

The Township has also continued lease this property throughout this time.

On March 11, 2025 a letter from Sally McIntyre, General Manager, MVCA was received (attached) advising that MVCA has concluded the work to obtain clear title to the Palmerston Beach Property.

Financial Impact:

The Township previously paid the nominal sum of \$2.00 in February 2019 as per the Option to Purchase Agreement and previously agreed to pay \$1,000 towards MVCA Admin costs as well as survey costs and transfer costs only. MVCA was responsible to pay for the costs to obtain clear title.

As noted in the letter received from MVCA the legal expense and staff time required to achieve clear title is considerably greater than originally estimated when the Agreement was entered into. MVCA is requesting that the Township contribute 50% of the costs incurred, which would be \$4,309.96. As noted in the letter, this cost is significantly less than the value of the property and staff feel that this is a fair division of expenses between two public agencies.

It is recommended that the Township pays 50% of MVCA legal costs in the amount of \$4,309.96 coming from the Recreational Land Reserve Fund as this property will be a great value and asset for the Township to own. This amount will include the \$1,000 already agreed to previously for administrative costs.

The Township, as agreed to in the Option to purchase is also responsible for upcoming survey and transfer costs, which are unknown at this time; however, are proposed to come from the Recreational Land Reserve Fund. If approved, MVCA will initiate the survey process and the Township will pay the costs.

The Recreational Land Reserve Fund has a proposed year-end balance of \$29,626.50 per the 2025 Budget. Per the Reserve and Reserve Fund Policy the funds are to be used for park or public recreation purposes, as per the Planning Act Section 42(15).

Attachments:

[25-03-11 Ltr re Palmerston Beach](#)

[2025-02-26 - Palmerston Beach Transfer](#)

[Option to Purchase](#)

March 11, 2025

I-02

Corey Klatt, CAO
North Frontenac Township
6648 Road 506
Plevna, ON
K0H 2M0

Dear Mr. Klatt,

Re: Transfer of Palmerston Beach Property

As I believe you are aware, MVCA has concluded work to obtain clear title to our Palmerston Beach property to allow for transfer of the site to the Township of North Frontenac. Unfortunately, the legal expense and staff time required to achieve clear title proved to be considerably greater than originally estimated when our organizations entered into an *Option to Purchase Agreement* in fall 2018.

Yesterday, the Board of Directors of MVCA directed that I formally request the Township to contribute 50% of the costs incurred, which totalled \$8,691.92, excluding staff time expended over several years. I hope you agree that this cost is significantly less than the value of the property and a fair division of expenses between two public agencies.

If you could please raise this matter to your council for approval at your earliest convenience. In the meantime, attached is the letter to the Minister informing him of the planned transfer.

Sincerely yours,



Sally McIntyre,
General Manager

Attach.

c. Roy Huetl, North Frontenac Board Member

February 26, 2025

Minister of Natural Resources
Whitney Block, 99 Wellesley St. W
Toronto, Ontario
M7A 1W3

Dear Minister Smith,

Land Transfer under the *Conservation Authorities Act*

The purpose of this letter is to inform your office of our intention to transfer ownership of a parcel of land to the Township of North Frontenac in accordance with Section 21(6)(c) of the *Conservation Authorities Act*. The parcel of land was acquired in 1971 and is identified by PIN 362030641 and PIN 362030637, and known locally as the Palmerston Beach Property.

The option to purchase was approved by the Council of the Corporation of Township of North Frontenac on August 3, 2018 (resolution number: 367-18). Execution of the transfer was delayed due to the need to resolve conflicting R-plans. Quit Claims with an adjacent landowner were only recently completed and we are now in a position to finalize the transfer of the Palmerston Beach Property to the Township of North Frontenac for a nominal sum.

Yours,



Sally McIntyre
General Manager

c. Chair BOD, Rep. North Frontenac, Township of North Frontenac

Attach.

OPTION AGREEMENT

BETWEEN:

**The Corporation of the Township of North Frontenac
6648 Road 506, Plevna, Ontario KOH 2M0
(hereinafter referred to as the "Purchaser")**

- and -

**Mississippi Valley Conservation Authority
10970 Highway 7, Carleton Place, Ontario K7C 3P1
(hereinafter referred to as the "Vendor")**

TO: The Corporation of the Township of North Frontenac:

IN CONSIDERATION of the sum of TWO (\$2.00) DOLLARS, payable to the Vendor within 5 days of the date of this Agreement, the Vendor grants to the Purchaser the irrevocable option to purchase the Vendor's property known as:

Part of Lots 16 and 17, Concession 1, Geographic Township of South Canoto, now Township of North Frontenac, County of Frontenac, designated as Parts 16 to 20 on Plan 13R-7609, together with all interest the Vendor has in Parts 21 and 22 on Plan 13R-7069;

Save and except Part 1 on Plan 13R-21336 and all that part of Part 22 on Plan 13R-7069 lying between Part 1 on Plan 13R-21336 and the water's edge and as outlined in blue on attached Plan

Subject to an easement over Part 19 on Plan 27R-7609 and Part 2 on Plan 13R-19296 in favour of Part Lot 17, Concession 1, designated as Part 1 on Plan 13R-19296 as in FC13 5886

Subject to an easement over Parts 17 and 21 on Plan 13R-7069 for all those legal entitled thereto.

(the "Real Property")

for a purchase price to be determined at the time the Purchaser exercises this Option to Purchase, said purchase price being for a nominal sum, subject to any conditions imposed by the Minister of Environment, Conservation and Parks ("**MECP**").

THE Purchaser confirms that the Real Property shall be used for "municipal infrastructure purposes" and, as such, does not require approval of the Minister of Natural Resources in accordance with Section 21(2) of the *Conservation Authorities Act*, R.S.O. 1990, Chapter C.27, and amendments thereto.

THIS OPTION is conditional upon the Vendor and Purchaser confirming the boundaries of the Real Property and the Vendor obtaining good and marketable title to the Real Property on or before December 31, 2019. The Vendor shall be responsible for all legal fees and disbursements

Page 1 of 5

relating to the Transfer to the abutting owner of Part 1 on Plan 13R-21336 and those lands shown as outlined in blue on the attached Plan. Unless the Vendor gives notice in writing delivered to the Purchaser personally or in accordance with any other provision for the delivery of notice in this Agreement not later than 5:00 p.m. on December 31, 2019 that these conditions have been fulfilled, this Agreement shall become null and void and any deposit shall be returned to the Purchaser in full without deduction. These conditions are included for the benefit of the Vendor and may be waived at the Vendor's sole option by notice in writing to the Purchaser as aforesaid within the time period stated herein.

DURING the currency of this option, the Vendor shall not encumber the property.

THIS OPTION is exercisable by notice to the Vendor at any time prior to 11 a.m. on December 31st, 2019, provided the Vendor has obtained good and marketable title to the Real Property as set out above.

THE PURCHASER shall have the right to extend the time to exercise this Option for an additional period of one year to any time prior to 11 a.m. on December 31st, 2020. The Purchaser shall exercise this right to extend by notice to the Vendor on or before November 30, 2019.

IF THIS OPTION TO PURCHASE is not exercised by the Purchaser, the Vendor shall be entitled to retain all sums paid to it for the granting of the option and the Purchaser shall have no further interest in the subject property and shall forthwith register a discharge or release of any Notice or other instrument it may have registered on title.

This Agreement shall be deemed an offer to grant an option by the Vendor and the Vendor may cancel this offer by notice to the Purchaser if not accepted and signed by the Purchaser within 45 days of delivery of the offer.

The Purchaser shall be responsible for all costs of the Vendor in connection with this Option Agreement and completion of the sale in the event the option is exercised, including the Vendor's reasonable legal fees (based on recorded time) and disbursements.

UPON the Option being exercised, the following shall be the terms of the agreement of purchase and sale of the property:

- 1. The purchase price for the Real Property shall be paid on the date of completion, subject to the usual adjustments. The sum paid for the granting of the option and the amount of the deposit paid to exercise the option shall be credited to the purchase price;**
- 2. The Purchaser shall be responsible for all survey and legal costs necessary to complete the transaction as contemplated herein;**
- 3. The sale shall be completed on or before ninety (90) days after the date of the exercise of the option;**
- 4. Vacant possession shall be given on the date of completion;**

5. The Purchaser undertakes and agrees that in the event it wishes to dispose of the Real Property, or any part thereof, the Vendor shall be given the first right to purchase or acquire the Real Property on the same terms and conditions as this Option to Purchase. This provision shall not merge on closing and the Vendor is authorized to registered notice on title of this first right to purchase.
6. The Purchaser acknowledges and accepts that the property is being sold "as is" and there is no warranty or representation with respect to the physical condition of the property, including all environmental matters
7. The title of the property shall be good and free from all encumbrances except as to any registered restrictive covenants and municipal by-laws or other governmental enactments, providing such are complied with;
8. In the event, this transaction is subject to Harmonized Sales Tax (HST), then such tax shall be in addition to the Purchase Price. HST payable on the purchase price shall be charged as an adjustment on closing unless
 - a. the Purchaser provides satisfactory proof that that. the Purchaser is a HST registrant and therefore the sale is subject to an election pursuant to s. 167(1) of the Excise Tax Act. and
 - b. the Purchaser delivers on closing an indemnity agreement in the event any HST is assessed against the vendor.

Miscellaneous

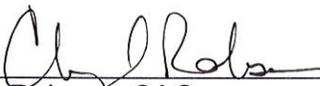
1. In this Agreement, the number and gender shall be construed as the context may require.
2. The headings in this Agreement are for convenience only and do not constitute part of the terms of this Agreement.
3. Time shall be of the essence of this Agreement.
4. All matters in difference in relation to this Agreement shall be referred to the arbitration of a single arbitrator if the parties hereto agree upon one, otherwise to three arbitrators, one to be appointed by each Party and a third to be chosen by the first two named before they enter upon the business of arbitration. The award and determination of such arbitrator or arbitrators or any two of such three arbitrators including the award of costs shall be binding upon the parties hereto.
5. This Agreement shall not be amended or modified in any respect otherwise than in writing and executed by the parties hereto.
6. The parties agree to execute all reasonably necessary documents in order to give effect to the terms and effect of this agreement.
7. This Agreement shall be governed by the laws of the Province of Ontario.

8. Any notice relating hereto or provided for herein shall be in writing. This offer, notice of acceptance thereof, or any notice shall be deemed given and received, when hand delivered to the address for service provided herein or, where a facsimile (fax) number is provided herein, when transmitted electronically to that fax number or, where an email address is provided herein, when transmitted electronically to that email address:
 - a. Vendor fax Mary Foss 613-267-2741 mary@andersonfoss.ca
 - b. Purchaser fax Township CAO 613-479-2231 Ext. 221
cao@northfrontenac.ca Fax: 613-479-2352
9. This Agreement may be executed in one or more counterparts, each of which shall constitute an original and all of which taken together shall constitute the same Agreement.
10. The date of this Agreement is the date the last party who signs or initials the last change has delivered the final Agreement to the other party.
11. This Agreement shall **not** be assignable by the Purchaser.
12. This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns respectively of each of the Parties hereto.
13. The date of this Agreement is the date on which the last party executes this Agreement.

IN WITNESS WHEREOF the Parties hereto have hereunto affixed their hands and seals.

The Corporation of the Township of North Frontenac

Per:


 _____ Date: Feb 1, 2019
 Cheryl Robson, CAO

I have authority to bind the Corporation

Mississippi Valley Conservation Authority

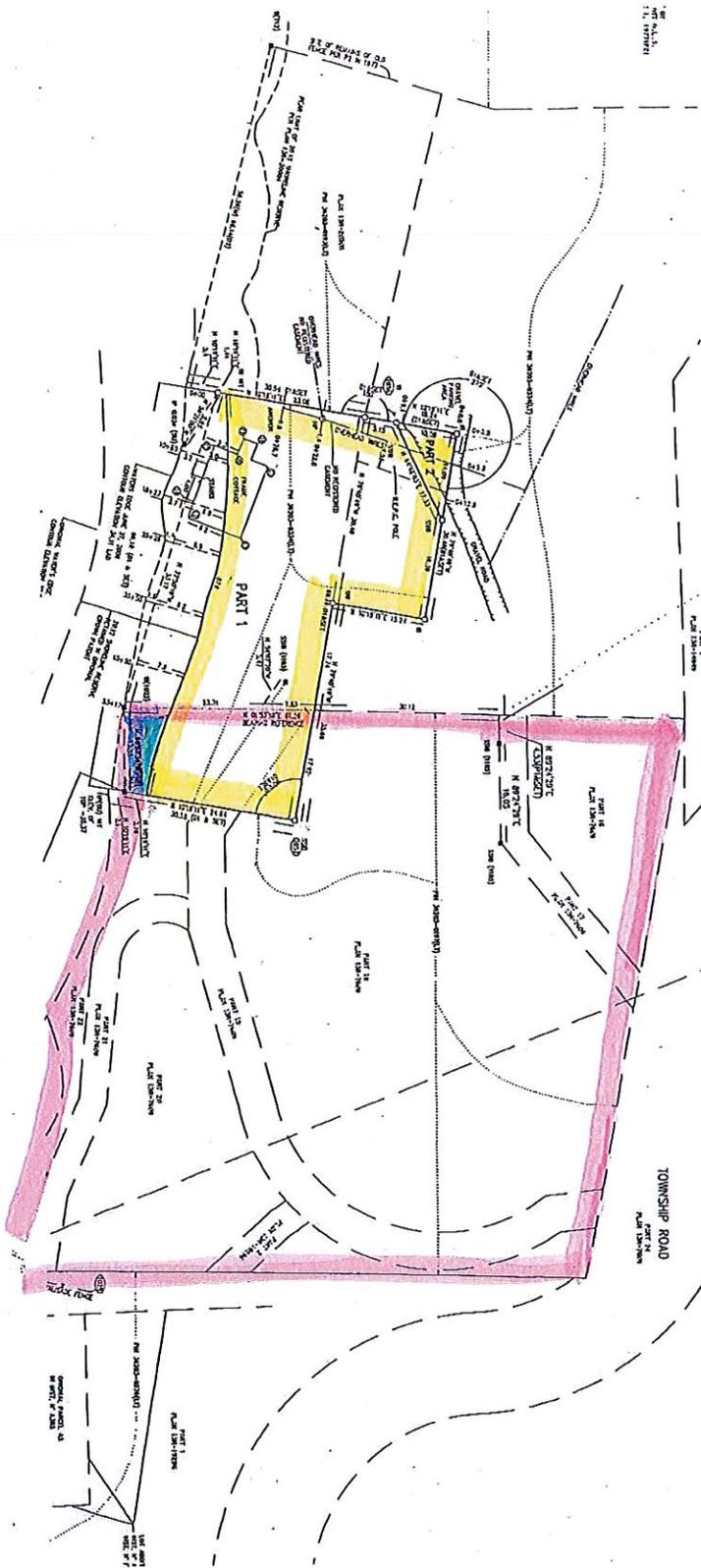
Per:


 _____ Date: Feb 12, 2019
 Name & Title
 Paul Lehman, General Manager

 Name & Title Date: _____

We have authority to bind the Corporation

13R21336



14

To: Mayor and Members of Council
From: Brooke Ross, Manager of Community Development, Dipl.M.A.
Approved by: Corey Klatt, Chief Administrative Officer
Date of Meeting: 04 Apr 2025
Re: Eastern Ontario Trails Alliance (EOTA) - 2025 Annual Agreement

Recommendation:

Be It Resolved That Council receives for information the Manager of Community Development's Administrative Report entitled "Eastern Ontario Trails Alliance (EOTA) - 2025 Annual Agreement";

And That Council will consider a By-law later in the meeting to sign the 2025 Agreement with the EOTA to honour their trail permit on the Crown Roads within the North Frontenac Parklands.

Background:

In 2009 the Township of North Frontenac entered into an annual Agreement with the Eastern Ontario Trails Alliance (EOTA). The purpose of the Agreement was to honor the EOTA's Trail Permit on the Crown Roads within the North Frontenac Parklands currently maintained by the Township via a yearly Land Use Permit with the Ministry of Northern Development, Mines, Natural Resources and Forestry (MDMNR).

The EOTA requires all riders who purchase one of their Trail Permits to sign a Release of Liability, Waiver of Claims, Assumption of Risks and Indemnity Agreement and the Township also ensures those purchasing a Road Permit for use of the Crown Roads within the North Frontenac Parklands agree to Terms of Use (ie, Township not liable for injury, death, damage, loss, etc.).

Researched By:

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

Comments:

The partnership between the Township and the EOTA continues to be beneficial for both the Parklands and the EOTA. We meet ATV and dirt bike riders on the Crown Roads within the Parklands on a regular basis who have the EOTA permit.

The EOTA's Mission is to develop, manage, maintain and market a comprehensive network of year-round shared use trails for their health, economic, tourism and job creation benefits. The EOTA trail network is a regional tourism destination that supports local communities within its service area and their network targets a diverse group of outdoor recreation activities. Furthermore; the EOTA partners with many of the municipalities surrounding North Frontenac.

It is recommended the Township of North Frontenac renews the annual Agreement with the EOTA for the 2025 season (April 1st to November 15th).

Financial Impact:

Since 2009 the Township of North Frontenac has received \$81,588.16 in contributions from EOTA for Parklands.

Additionally, in 2022, 2023 and 2024 the EOTA paid contractor invoices for Parklands work in the amount of \$75,164.29 + HST (not shown as an addition to their financial contribution, as they paid the company directly).

Furthermore; the EOTA has agreed to contribute \$25,000 worth of road maintenance to the program again in 2025 (paid directly to contractor hired by Parklands).

To: Mayor and Members of Council
From: Brooke Ross, Manager of Community Development, Dipl.M.A.
Approved by: Corey Klatt, Chief Administrative Officer
Date of Meeting: 04 Apr 2025
Re: Ottawa Valley ATV Club (OVATVC) - 2025 Annual Agreement

Recommendation:

Be It Resolved That Council receives for information the Manager of Community Development's Administrative Report entitled "Ottawa Valley ATV Club (OVATVC) - 2025 Annual Agreement";

And That Council will consider a By-law later in the meeting to sign the 2025 Agreement with the OVATVC to honour their trail permit on the Crown Roads within the North Frontenac Parklands.

Background:

The OVATVC's objective is to promote safe and responsible ATV riding in Ontario; to help develop and maintain trails and to help to develop and promote ATVing as a sport. Their Core Values are to value sponsors, have fun, ride safely, be family oriented, maintain a high level of professionalism and manage activities in an organized manner. The OVATVC trail network is a regional tourism destination that supports local communities within its service area and their network targets a diverse group of outdoor recreation activities. Furthermore; the OVATVC partners with many of the municipalities surrounding North Frontenac.

In 2022 Council approved the first Agreement with OVATVC. The purpose of the Agreement was to honor the Ontario Federation of ATV's (OFATV) (their larger umbrella club) Trail Permit on the Crown Roads within the North Frontenac Parklands. The Crown Roads are currently maintained by the Township via a yearly Land Use Permit with the Ministry of Northern Development, Mines, Natural Resources and Forestry (MDMNR).

The OVATVC is required to provide the Township with proof of insurance (minimum \$5,000,000 - five million dollars) and maintain third party liability insurance, naming the Township of North Frontenac as an additional insured to the third-party liability insurance policy for the Crown Roads within the North Frontenac Parklands.

Researched By:

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

Comments:

The partnership between the Township and the OVATVC continues to be beneficial for both the Parklands and the OVATVC. We meet ATV and dirt bike riders on the Crown Roads within the CLSP on a regular basis who have the OFATV permit. Moreover; the funding contributed to the CLSP has been instrumental in assisting our Program.

It is recommended the Township of North Frontenac renews the annual Agreement with the OVATVC for the 2025 season (April 1st to November 15th).

Financial Impact:

In 2022, 2023 and 2024 the OVATVC provided a donation of \$20,000 each year to the North Frontenac Parklands to assist with our Program.

In 2025, the OVATVC proposed a \$6,500 contribution. Township staff and OVATVC members have met and discussed the proposed financial contribution and financial constraints the OVATVC is seeing and the struggle to maintain other sections of their network. It is recommended that we enter into the 2025 Agreement with OVATVC with the proposed financial contribution of \$6,500 and that we look at ways in the future to potentially co-apply on grant applications and find other ways to ensure the needs of the program along with OVATVC.

The Agreements with all clubs are annual; therefore if they are not feasible throughout the future and do not positively benefit the Program and the Community they can be reviewed and updated.

To: Mayor and Members of Council
From: Kelly Watkins, Treasurer, Dipl. M.A., M.M,
Sandra Lessard, Deputy Treasurer
Approved by: Corey Klatt, Chief Administrative Officer
Date of Meeting: 04 Apr 2025
Re: Tax Sale – Advertising of Lands for Public Sale May 8, 2025

Recommendation:

Be it Resolved That Council receives the Treasurer's Administrative Report regarding Tax Sale – Advertising of Lands for Public Sale May 8, 2025 for information purposes.

Background:

The Tax Sale Process is regulated through the Municipal Act, 2001 Section 371 to 389 "Sale of Land for Tax Arrears", as well as O.Reg 181/03 Municipal Tax Sales Rules.

Per the Regulation when a property has two (2) years tax arrears owing, the Municipality is entitled to sell the property to collect the tax arrears.

In North Frontenac we send letters annually in November to any property owner that potentially will be in the situation of being 2 years in arrears as of January 1st the following year. We do this to ensure that the taxpayer is aware of the status of their property taxes and consequences if the taxes remain unpaid. This notice is not required under the Act. These letters advise that if the two (2) years arrears and penalty are not paid, or satisfactory arrangements for payments made, by January 1st that the municipality would instruct our Third Party Service (RealTax) to commence proceedings to sell the property for the tax arrears and at that time we will no longer will be able to receive partial payments.

If we have a property owner reach out, we do our best to work with them to ensure that taxes are caught up in a timely fashion.

After January 1st the following steps are taken:

1. **Additional Letter (by March):** A letter is sent to the property owner informing them that their property will be forwarded to RealTax for registration of a Tax Arrears Certificate.
2. **RealTax Actions:** RealTax sends Notices of Registration of the Tax Arrears Certificate to the property owner and anyone who holds or has previously held an interest in the property. This notice officially starts the Tax Sale process.
3. **Statutory Notice:** If the tax arrears are not paid, a Statutory Notice is sent to the owner and all interested parties to confirm that the Tax Arrears Certificate has been registered as per legislation.
4. **Final Notice (280 Days Later):** A final notice is sent 280 days after the registration of the Tax Arrears Certificate. This notice serves as a last warning that the one-year period is nearly over. The property owner is informed that the land will be advertised for public sale unless they

either pay the cancellation price or arrange a satisfactory Extension Agreement with the municipality before the deadline.

Researched By:

Sandra Lessard, Deputy Treasurer / Administrative – Financial Coordinator

Comments:

RealTax has advised that we are prepared to proceed with the advertisement of three (3) properties as of April 2025.

The property owners have not made any attempt to make arrangements with our office since the onset of this process nor have they responded to any correspondence from RealTax or the Township regarding the tax sale proceedings against their property. (i.e. Minimum of three years)

Per the requirements of the Regulation an advertisement will run for 4 weeks in the local newspaper starting April 3, 2025 with the Tax Sale closing date of May 8, 2025 at 3:00pm. As well advertised through the Ontario Gazette for the April 12, 2025 publication. We will also post the information on the Township website as of April 3, 2025. A copy of the week 1 Advertisement is attached, weeks 2-4 will have a shorter abbreviated version of the advertisement.

The Municipality may submit a bid under Section 379(11) of the Municipal Act; "The municipality to which the tax arrears are owed may by resolution authorize the municipality to bid at or submit a tender in a public sale conducted under this section if the municipality requires the land for a municipal purpose. 2001, c. 25, s. 379 (11)."

Financial Impact:

The estimated total Cancellation Price for the three properties as of April 1, 2025 for the properties to be advertised is \$343,273.62 (includes taxes, penalty & interest and legal fees).

During the actual sale of the property if there are any excess funds collected over the cancellation price, these funds are forwarded to the Court per the Municipal Act, 2001 Section 380 (8) Forfeiture "If no person makes an application under subsection (4) within 10 years after the payment into court under subsection (2), the amount paid into court, together with accrued interest, is deemed to be forfeited to the Crown in right of Ontario, and the Public Guardian and Trustee may be paid that amount in the name of the Crown on filing a written request for payment out of court with the Accountant of the Superior Court of Justice in the form provided by the Accountant. 2017, c. 10, Sched. 1, s. 63 (6)". Prior to 2017 the Municipality was able to request the unclaimed surplus funds after 1 year.

Strategic Implications:

N/A

Attachments:

[Final Draft Ad - For Your Approval - North Frontenac](#)

FORM 6
SALE OF LAND BY PUBLIC TENDER
Municipal Act, 2001
Ontario Regulation 181/03, Municipal Tax Sale Rules

SALE OF LAND BY PUBLIC TENDER

THE CORPORATION OF THE TOWNSHIP OF NORTH FRONTENAC

Take Notice that tenders are invited for the purchase of the lands described below and will be received until 3:00 p.m. local time on May 8, 2025, at the Corporation of the Township of North Frontenac Municipal Office, 6648 Road 506, Plevna Ontario.

The tenders will then be opened in public on the same day as soon as possible after 3:00 p.m. at the Corporation of the Township of North Frontenac Municipal Office, 6648 Road 506, Plevna.

Description of Lands:

1. Roll No. 10 42 010 020 20900 0000; 4484 HENDERSON ROAD, ARDEN; PIN 36175-0218 (LT); PT LT 20 CON 1 BARRIE AS IN FR611745; NORTH FRONTENAC; File No. 23-01

According to the last returned assessment roll, the assessed value of the land is \$86,000

Minimum tender amount: \$10,413.65

2. Roll No. 10 42 070 020 33300 0000; 1062 SNOW LANE, FERNLEIGH; PIN 36184-0416 (LT); 1) PT LT 18, CON 13, PT 7, 13R1583, EXCEPT PT 7, 13R20567; 2) PT LT 18 CON 13 & PT SHORE RDAL ABUTTING KASHWAKAMAK LAKE & ADJOINING LT 18 CON 13

(CLOSED BY BYLAW FC155330) BEING PTS 8, 9, 10, 16, 17 & 18 13R20567; CLARENDON; TOGETHER WITH AN EASEMENT AS IN FR716927; SUBJECT TO AN EASEMENT AS IN FR591865; SUBJECT TO AN EASEMENT OVER PTS 16 & 17, 13R20567 IN FAVOUR OF BELL AS IN FC155857; TOGETHER WITH AN EASEMENT AS IN FR747685; TOWNSHIP OF NORTH FRONTENAC; File No. 23-03

According to the last returned assessment roll, the assessed value of the land is \$210,000

Minimum tender amount: \$16,122.18

3. Roll No. 10 42 090 010 07402 0000; 15404 ROAD 509, ROBERTSVILLE; PIN 36210-0005 (LT); PT LT 3 CON 8 PALMERSTON AS IN FR625977; S/T FR786183; NORTH FRONTENAC; File No. 24-16

According to the last returned assessment roll, the assessed value of the land is \$344,000

Minimum tender amount: \$316,737.79

Tenders must be submitted in the prescribed form and must be accompanied by a deposit of at least 20 per cent of the tender amount, which deposit shall be made by way of a certified cheque/bank draft/ money order payable to the municipality.

Except as follows, the municipality makes no representation regarding the title to or any other matters relating to the lands to be sold. Responsibility for ascertaining these matters rests with the potential purchasers. The assessed value, according to the last returned assessment roll, may or may not be representative of the current market value of the property.

Pursuant to the Prohibition on the Purchase of Residential Property by Non-Canadians Act, S.C. 2022, c. 10, s. 235 (the "Act"), effective January 1, 2023, it is prohibited for a non-Canadian to purchase, directly or indirectly, any residential property, as those terms are defined in the legislation. Contraventions of the Act

are punishable by a fine, and offending purchasers may be ordered to sell the residential property.

The municipality assumes no responsibility whatsoever for ensuring bidders/tenderers comply with the Act, and makes no representations regarding same. Prospective bidders/tenderers are solely responsible for ensuring compliance with the Act and are advised to seek legal advice before participating in this sale.

Transfers of properties that contain at least one and not more than six single family residences and are transferred to non-residents of Canada or foreign entities, are subject to the Province's Non-Resident Speculation Tax (NRST).

This sale is governed by the *Municipal Act, 2001* and the Municipal Tax Sales Rules made under that Act. The successful purchaser will be required to pay the amount tendered plus accumulated taxes and any taxes that may be applicable, such as a land transfer tax and HST.

The municipality has no obligation to provide vacant possession to the successful purchaser.

A copy of the prescribed form of tender is available on the website of the Government of Ontario Central Forms Repository under the listing for the Ministry of Municipal Affairs.

For further information regarding this sale and a copy of the prescribed form of tender, contact:

Sandra Lessard
Deputy Treasurer / Administrative - Financial Coordinator
The Corporation of the Township of North Frontenac
6648 Road 506
Plevna ON K0H 2M0
613-479-2231 Ext. 226
deputytreasurer@northfrontenac.ca
www.northfrontenac.com

SALE OF LAND BY PUBLIC TENDER

THE CORPORATION OF THE TOWNSHIP OF NORTH FRONTENAC

Take Notice that tenders are invited for the purchase of the lands described below and will be received until 3:00 p.m. local time on May 8, 2025, at the Corporation of the Township of North Frontenac Municipal Office, 6648 Road 506, Plevna Ontario.

Description of Lands:

1. Roll No. 10 42 010 020 20900 0000; 4484 HENDERSON ROAD, ARDEN; PIN 36175-0218 (LT); File No. 23-01; **Minimum Tender Amount: \$10,413.65**
2. Roll No. 10 42 070 020 33300 0000; 1062 SNOW LANE, FERNLEIGH; PIN 36184-0416 (LT); File No. 23-03; **Minimum Tender Amount: \$16,122.18**
3. Roll No. 10 42 090 010 07402 0000; 15404 ROAD 509, ROBERTSVILLE; PIN 36210-0005 (LT); File No. 24-16; **Minimum Tender Amount: \$316,737.79**

Except as follows, the municipality makes no representation regarding the title to or any other matters relating to the lands to be sold. Responsibility for ascertaining these matters rests with the potential purchasers. This sale is governed by the Municipal Act, 2001 and the Municipal Tax Sales Rules made under that Act. A full copy of the tax sale advertisement and further information about this matter is available on line at www.northfrontenac.com or you may contact Sandra Lessard, Deputy Treasurer / Administrative – Financial Coordinator, The Corporation of the Township of North Frontenac, 6648 Road 506, Plevna ON K0H 2M0, Phone: 613-479-2231 Ext. 226, Email: deputytreasurer@northfrontenac.ca

To: Mayor and Members of Council
From: Darwyn Sproule, Public Works Manager, P. Eng.
Laura Manion, Public Works Administrative Assistant
Approved by: Corey Klatt, Chief Administrative Officer
Date of Meeting: 04 Apr 2025
Re: Proposed Revision to 506 Waste Site and Re-Use Centre Hours

Recommendation:

Be It Resolved That Council receives the Public Works Manager's (PWM) Administrative Report entitled "Proposed Revision to 506 Waste Site and Re-Use Centre Hours" for information purposes;
And That Council approves revising the summer hours of the 506 Waste Site on Saturdays to 9:00am - 2:00pm.

Background:

The 506 Waste Disposal Site (WS) currently operates on Saturdays during the summer season from 12:00 pm to 5:00 pm, along with the Re-Use Centre and the Hazardous Waste Depot.

Last summer during the extremely hot weather there were concerns with temperatures and working conditions in the afternoon at the Re-Use Centre. There is limited ventilation in the building given the lack of hydro services.

Review of climate data confirms the number of very hot days (> 30c), maximum temperatures and the length of heat waves are all trending upwards.

Researched By:

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

Comments:

After reviewing a number of options to address working conditions, and given the absence of hydro service, we are proposing to operate the Re-Use Center earlier in the day and avoid the hotter afternoon periods.

The Environmental Compliance Approval (ECA) states the Re-Use Centre can only open during regular WS hours and the Hazardous Waste Depot has to be operated the same hours as the WS.

As a result of the ECA requirements, and to minimize staffing impacts, we are proposing to amend the 506 WS hours from 12:00pm - 5:00pm to 9:00am - 2:00pm on Saturdays during the summer season. The hours of operation change but the WS remains open a total of five (5) hours on Saturdays in both cases. The early opening / closing avoids the hottest afternoon periods.

The Hazardous Waste Depot hours of operation will also change as a result of the ECA requirements.

The early opening will also address concerns regarding the current operation - demand in the morning hours is apparent given the number of residents often lined up at the WS gate for access, while the vehicle counts are significantly less later in the afternoon.

In summary, we feel the revised hours will help alleviate concerns regarding high temperatures and working conditions for staff at the Re-Use Centre.

Financial Impact:

No financial impacts.

Strategic Implications:

Sustainable Core Services

To: Mayor and Members of Council
From: Corey Klatt, Chief Administrative Officer, Dipl. M.A.
Approved by:
Date of Meeting: 04 Apr 2025
Re: Frontenac O.P.P Detachment Board - 2025 Operating Budget

Recommendation:

Be it Resolved That Council receives for information the Chief Administrative Officer's (CAO) Administrative Report entitled "Frontenac O.P.P Detachment Board - 2025 Operating Budget";
And That the Treasurer is directed to remit payment of up to \$16,767 to the Frontenac O.P.P. Detachment Board for North Frontenac's share of the 2025 expenses, with \$13,767 of the total to be taken from the North Frontenac Contingency Reserve.

Background:

On February 23, 2024 Council Resolution # 81-24 resolved:

Be it Resolved That Council receives for information the Chief Administrative Officer's (CAO) Administrative Report entitled "Update re: Frontenac O.P.P Detachment Board and Proposed Appointment of Representatives";

And That Council appoints Councillor Regent to the Frontenac O.P.P. Detachment Board;

And That the CAO is directed to work with the Township of Central Frontenac's CAO to advertise and interview for the Shared Community Representative position (North and Central Frontenac) on the Board and is directed to bring back recommendations at a future Council Meeting;

And That the CAO will provide an update once known regarding potential costs to the municipality for participation of members of the Board.

On April 26, 2024 Council Resolution #178-24 advised:

Be it Resolved That Council appoints Fraser Rogers as the shared member to the Frontenac O.P.P Detachment Board as recommended by the two CAO's".

Researched By:

Corey Klatt, Chief Administrative Officer

Comments:

Since the inception of the Frontenac O.P.P. Detachment Board (November 21, 2024) three meetings have taken place in Sharbot Lake.

On March 20, 2025 an Operating Budget was presented to the Frontenac O.P.P. Detachment Board. The total budget required for 2025 is \$50,300 (see attached Memo). This includes annual honorarium's for each member; per diem's for conferences and Zone 2 Meetings; Membership Fees; Travel expenses; legal expenses; insurance for the Board and costs for administration of the Board

(South Frontenac Township has graciously offered to provide the administrative and legislative duties for the Board as previously advised to Council in 2024).

All expenses are being split three ways (Township of South Frontenac, Township of Central Frontenac, and Township of North Frontenac). In 2025 each Township is required to pay \$16,767.

Financial Impact:

The Township of South Frontenac, Township of Central Frontenac, and Township of North Frontenac are each required to pay \$16,767 for 2025 expenses. As the costs were unknown during 2025 Budget Deliberations only \$3,000 was included in the budget and approved by Council; therefore it is recommended the additional required funds of \$13,767 come from the North Frontenac Contingency Reserve which has a proposed year-end balance of \$1,161,089.30 per the 2025 budget.

Strategic Implications:

N/A

Attachments:

[Memo re 2025 Frontenac OPP Board Budget](#)
[OPP Detachment Board Draft Budget-Final](#)



**Frontenac O.P.P.
Detachment Board**

c/o South Frontenac Township
4432 George St, Box 100
Sydenham ON, K0H 2T0
613-376-3027
jthompson@southfrontenac.net

Memo: Frontenac O.P.P. Detachment Board – 2025 Operating Budget

At the Frontenac O.P.P. Detachment Board meeting held on March 20, 2025, the following resolution was approved:

That the Board approve the 2025 Frontenac O.P.P. Detachment Board Operating Budget, attached to the Report as Exhibit A; and

That the 2025 Frontenac O.P.P. Detachment Board Operating Budget be submitted to the Township of Central Frontenac, Township of North Frontenac and Township of South Frontenac.

Please note that a copy of the 2025 Frontenac O.P.P. Board Operating Budget is attached to this memo.

Should you have further questions please do not hesitate to contact met.

Thank you.

James Thompson,
Administrative & Legislative Support
Frontenac O.P.P. Detachment Board

p: [+613-376-3027](tel:+613-376-3027)

e: jthompson@southfrontenac.net

a: 4432 George St., Box 100, Sydenham, ON

Frontenac OPP Detachment Board

**2025
Budget**

Expenses

Annual Honorariums:	
<i>Board Members</i>	9,000
<i>Chair</i>	1,500
<i>Vice-Chair</i>	500
Annual Honorariums	<u>11,000</u>

Per Diem:	
<i>Zone 2 Meetings</i>	3,000
<i>Conferences</i>	2,000
Per Diem	<u>5,000</u>

Membership Fees:	
<i>Zone 2 Annual Membership</i>	100
<i>OAPSB Annual Membership</i>	4,500
Membership Fees	<u>4,600</u>

Conference Registration Expenses	2,500
Travel Expenses (Mileage)	4,000
Total Travel Expenses - Other (Accommodations, Meals)	3,000
Legal Non Recoverable	5,000
Other Contracted Services	1,000
Office Supplies	1,000
Other Materials and Supplies	800
Insurance	3,900
Staff Support Training	1,000
Financial & Administrative	<u>7,500</u>
Total Operating Expenses	<u>50,300</u>

Revenues

Requisition to Central Frontenac	16,767
Requisition to North Frontenac	16,767
Requisition to South Frontenac	16,767
Total Revenues	50,300

TOTAL **0**

At the end of the year, when reconciling budgeted vs actuals, any surplus would be transferred to the operating reserve.
Any deficit, should also be funded from the operating reserve.

The operating reserve can only have a maximum year end balance of 50% of the current year operating expenses, otherwise the difference will be returned to the requisitioned bodies in the same proportionate share as they were billed



**Frontenac O.P.P.
Detachment Board**

c/o South Frontenac Township
4432 George St, Box 100
Sydenham ON, K0H 2T0
613-376-3027
jthompson@southfrontenac.net

Memo: Frontenac O.P.P. Detachment Board – 2025 Operating Budget

At the Frontenac O.P.P. Detachment Board meeting held on March 20, 2025, the following resolution was approved:

That the Board approve the 2025 Frontenac O.P.P. Detachment Board Operating Budget, attached to the Report as Exhibit A; and

That the 2025 Frontenac O.P.P. Detachment Board Operating Budget be submitted to the Township of Central Frontenac, Township of North Frontenac and Township of South Frontenac.

Please note that a copy of the 2025 Frontenac O.P.P. Board Operating Budget is attached to this memo.

Should you have further questions please do not hesitate to contact met.

Thank you.

James Thompson,
Administrative & Legislative Support
Frontenac O.P.P. Detachment Board

p: [+613-376-3027](tel:+613-376-3027)

e: jthompson@southfrontenac.net

a: 4432 George St., Box 100, Sydenham, ON

Frontenac OPP Detachment Board

**2025
Budget**

Expenses

Annual Honorariums:	
<i>Board Members</i>	9,000
<i>Chair</i>	1,500
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Total Operating Expenses	<u>50,300</u>

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Requisition to Central Frontenac	16,767
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Requisition to South Frontenac	16,767
Total Revenues	50,300

TOTAL 0

At the end of the year, when reconciling budgeted vs actuals, any surplus would be transferred to the operating reserve.
Any deficit, should also be funded from the operating reserve.

The operating reserve can only have a maximum year end balance of 50% of the current year operating expenses, otherwise the difference will be returned to the requisitioned bodies in the same proportionate share as they were billed



Committee of Adjustment Minutes

1:00 PM - Monday, February 24, 2025
Council Chambers

The Committee of Adjustment met on Monday, February 24, 2025 at 1:00 PM in the Council Chambers.

Present: Garry Wood, Chair (Electronic Participation) ; Carl Tooley, Member; Jim Ogilvie, Member (Electronic Participation); and Brent Smith, Alternate Member

Also Present: Tara Mieske, Secretary; Brooke Drechsler, Deputy Clerk/Assistant to the Planning Manager; Dmitry Kurylovich, Project Manager/Senior Planner, County of Frontenac (Electronic Participation); Councillor Roy Huetl (Council Liaison); and Marnie Geerlink, Administrative Assistant to the Clerk/Planning Manager

1. Call to Order

Carl Tooley 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. Appointment of Chair

a) *Appointment of Chair for 2025*

1-25 Moved by Carl Tooley, Seconded by Jim Ogilvie

Whereas, at the meeting held, November 27, 2023, the Committee passed Resolution #65-23 appointing Carl Tooley to act as Chair until the last meeting in November 2024;

Therefore Be It Resolved That, per Section 6.0 of the Committee Procedural By-law, the Chair shall be elected by members of the Committee;

And That the Committee appoints Garry Wood to sit as the Chair until the last meeting in 2025.

Carried

4. Approval of Agenda

a) *February 24, 2025*

2-25 Moved by Jim Ogilvie, Seconded by Carl Tooley

Be It Resolved That the Committee approves the Agenda dated February 24, 2025, as circulated.

Carried

5. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

6. Delegations

None.

7. Adoption of Minutes

a) *Minutes of Meeting held November 25, 2024*

3-25 Moved by Carl Tooley, Seconded by Jim Ogilvie

Be It Resolved That the Committee adopts the Minutes of a Meeting held November 25, 2024, as circulated.

Carried

8. Business Arising Out of Minutes

None.

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

None.

10. Consent Applications

None.

11. Minor Variance Applications

a) *File #A01/25 - Part of Lot 18, Concession 13, Geographic Township of Clarendon (1922B South Road) - Request for Permission to Expand Non-Complying Structure*

Janice Ehret, applicant, attended the meeting electronically.

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

- To demolish and rebuild two dwellings within the same footprint, adding a 2nd storey to each dwelling; and

- To consolidated two dwellings into one larger dwelling and add a 2nd storey.

Kurylovich advised there will be no additional encroachment towards the waterbody, with the setback maintained between 11 feet and 26 feet. Kurylovich noted that as the footprint and volume of the current structures are being increased, the application is being considered under Section 45 (2) of Planning Act. He noted the property is developed with four small cottages; however the use was established prior to the provisions of the current Zoning By-Law. He noted the property also includes a boathouse and a septic system, both of which are not included in the planning application.

Kurylovich noted there will be minimal removal of vegetation for proposed development. He noted the application was provided to Mississippi Valley Conservation Authority, who indicated there were no slope stability concerns or erosion concerns. He advised the Chief Building Official will determine if a septic permit or inspection will be required at the building permit stage. He advised no public comments were received.

Kurylovich noted the lot has a limited development area due to the terrain and that the proposed development is in line with development within the area. He advised there does not appear to be significant impacts on the water if the existing vegetation is maintained and run off is not channeled into the waterbody. He recommended approval of the application subject to the conditions included in the Planning Report.

Jim Ogilvie advised he attended the site and noted the proposed development appears to be in line with neighbouring properties. He noted a concern with sign posting being completed within the required time frame. Ms. Ehret advised the signs were posted by the required date. Ogilvie asked for clarification on the septic system for the new development. Ms. Ehret advised they intend to tie into the existing septic bed. Kurylovich advised the applicant would be unable to get a building permit if the septic system is not adequate for the proposed development. Ogilvie recommended approval of the application.

4-25 Moved by Jim Ogilvie, Seconded by Carl Tooley

Be It Resolved That Planning Application File #A01/25 – Request for Permission to Expand Legal Non-Complying Structure – 1922B South Road - 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 March 6, 2025.

Carried

12. Other Business - Review of Policies and Procedures

a) Proposed Amendments to the Procedural Policy

5-25 Moved by Jim Ogilvie, Seconded by Carl Tooley

Be It Resolved That the Committee receives for information the proposed amendments to the Procedural Policy;

And That the Committee approves these changes and adds participation electronically by members;

And That the Secretary shall provide the amended Procedural Policy to Council for consideration at the next Regular Council meeting.

Carried

b) ***Code of Conduct for Council and Committee Members and Conflicts of Interest***

The Committee reviewed the Code of Conduct and Conflict of Interest details provided in the Agenda.

13. Adjournment

a) ***Adjournment of the Committee Meeting***

6-25 Moved by Carl Tooley, Seconded by Jim Ogilvie

Be It Resolved That the meeting adjourns at 1:41 p.m. until March 24, 2025, at 1:00 p.m. or at the call of the Chair.

Carried

Chair

Secretary



Economic Development Task Force Minutes

9:00 AM - Monday, March 17, 2025

Council Chambers

- Present:** Deputy Mayor John Inglis (Acting Chair); Councillor Roy Huetl; Danielle Kecso; Paul Thiel; and Dan Vaillancourt.
- Absent with Regret:** Councillor Stephanie Regent (Chair); Cyndy Bonello; Brandon Hartwig and Tammy Watson
- Also Present:** Brooke Ross, Dipl.M.A., Manager of Community Development (MCD); Richard Allen, Manager of Economic Development (County of Frontenac); and Lori Newman (Secretary)

1. Call to Order

The meeting was called to order by the Chair at 9:00 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 February 18, 2025 EDTF Meeting as approved via email and were received for information at the March 14, 2025 Regular Meeting of Council.

5. Business Arising

- a) Updated 2025 Work Plan - to be sent to Council for consideration

The MCD provided the updated 2025 work plan to the EDTF members for review prior to submitting to Council for consideration. The initiative discussed at the last EDTF meeting regarding Opportunities and Promotion of the ATV Trails (including K&P Trail) was added to the work plan for Council's consideration.

[2025 EDTF Work Plan](#)

- b) Welcome Package – Bonello

No update.

- c) Business Dinner & Forum (April 25, 2025) – Vaillancourt, Regent, Huetl

The Business Dinner & Forum will take place at the Clar-Mill Community Hall on April 25,

2025 at 5:30 p.m. The MCD reported that 28 RSVP's have been received so far.

d) Business Profiles –Thiel, Huetl

No update at this time, continuing to work on more profiles.

e) National Tradesman Day Breakfast (Sept) – MCD

No update.

f) SummerFest (July 19, 2025) – Bonello, Inglis, Vaillancourt

No update.

g) WinterFest (February 22, 2025) – Bonello, Inglis, Watson

The WinterFest sub-committee reported that the 2025 WinterFest had approximately 250 people in attendance – not including vendors. The event was considered a success and very well received and will be proposed to be continued in 2026.

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

The sub-committee working on the Spring/Fall Foodilicious initiative would like to potentially have this event take place in June 2025. Danielle Kecso provided an agenda/format to share with the EDTF members regarding ideas and promotion for this initiative. The EDTF reviewed and will continue to discuss at the next EDTF meeting when more members are present.

i) Mural Project - MCD

The EDTF discussed potential locations for the next round (Round 10) of the Mural Project. The MCD provided the EDTF members a list of the current mural locations so that placement can be considered throughout the township. The EDTF decided on the following five locations:

Mississippi Station @ Shiner Road
St.Killan's Catholic Cemetery
Dempsey Cemetery
Ompah Cemetery
Plevna Cemetery

The EDTF would like to have the murals completed and unveiled for the September or October Council meeting and would like to encourage that the mural topics are focused on historical significance. The MCD will include this information in the advertisement. The MCD will have the advertisement posted on the Township Website, Social Media accounts and the Frontenac News.

j) NF Commercial Signage – Regent, Kecso, Thiel

The North Frontenac Commercial signage sub-committee have decided not to move forward with this project prior to the sign by-law being implemented. The EDTF would like to recommend moving forward with fixing/replacing/updating the 3 existing information kiosks that are located at the Clar-Mill Hall, Star Gazing Pad & the Ompah Rest Stop. The sub-committee also would like to request that a draft advertising package be created by the new Economic Community Development summer student and confirmed with the Sub-committee and EDTF prior to making recommendations to Council.

k) Tradeshow – Bonello, Thiel

Paul Thiel and Roy Heutl provided an update on the 2025 Quinte Sportsman Boat & RV Show that they volunteered at on March 7-9, 2025 to promote North Frontenac, North Frontenac Parklands and North Frontenac Astronomy Park. They reported that the booth was very well attended and it was a great opportunity to highlight some of the Township's assets. The EDTF would like to look at attending other area Tradeshows in the future. The MCD will continue to look into pricing for Ottawa & Toronto Outdoor shows for 2026 and bring the information back to a future EDTF meeting for discussion and possibly future Council consideration.

l) Identify barriers to housing development and potential solutions – Inglis, Regent, Kecso, Hartwig

Danielle Kecso will bring mapping showing Township owned property that could potentially be developed for housing to the next EDTF for further discussion prior to making recommendations to Council.

6. New Business

a) EDTF Attendance

Deputy Mayor Inglis (Acting Chair) reminded EDTF members to inform the Chair (and MCD) if unable to attend an EDTF meeting so that in the event that multiple members are unavailable on a particular date the meeting could be re-scheduled.

7. Adjournment

a) Meeting adjourned at 10:57 a.m.

NOTE : The next meeting of the EDTF will take place on Monday, April 22, 2025 at 9:00 a.m. at the Municipal Council Chambers located at 6648 Road 506, Plevna.

Recommendations to Council

Be It Resolved That Council receives for information the March 17, 2025 Notes of the Economic Development Task Force (EDTF);

And That Council approves the updated 2025 EDTF Workplan.

Received by Council on April 4, 2025.

Councillor Stephanie Regent, Chair
Township of North Frontenac EDTF



Economic Development Task Force

2025 Work Plan

Objectives

1. Increased number of business startups and expansions
2. Increased Tourism
3. Promotion of a range of housing options to provide affordable housing including Public-Private Partnerships (PPEs)

Initiatives

1. Increased number of business startups and expansions

- a. Welcome Package – Bonello
- b. Business Dinner & Forum (April) – Vaillancourt, Regent, Huetl
- c. Business Profiles –Thiel, Huetl
- d. National Tradesman Day Breakfast (Sept) – MCD

2. Increased Tourism

- a. SummerFest (July 19, 2025) – Bonello, Inglis, Vaillancourt
- b. WinterFest (February 22, 2025) – Bonello, Inglis, Watson
- c. Spring/Fall Foodilicious Event - Thiel, Regent, Kecso
- d. Mural Project - MCD
- e. NF Commercial Signage – Regent, Kecso, Thiel
- f. Tradeshow – Bonello, Thiel
- g. **ATV Trails (including K&P Trail) Opportunities and Promotion – Huetl, Bonello**

3. Promotion of a range of housing options to provide affordable housing including Public-Private Partnerships (PPEs)

- a. Identify barriers to housing development and potential solutions – Inglis, Regent, Kecso, Hartwig



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
Portfolio: Municipal Services Corporation	Responsibility: <ul style="list-style-type: none"> • Provide Updates from the Board of Directors

Councillor Wayne Good

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

Councillor Stephanie Regent

Portfolio: Health	Responsibility: <ul style="list-style-type: none"> • Representative on the Lakelands Family Health Team Committee
Portfolio: Long-Term Care and Social Services	Responsibility: <ul style="list-style-type: none"> • Council Liaison
Portfolio: Lake Associations – Ward 1 Lakes	Responsibility: <ul style="list-style-type: none"> • Council Liaison
Portfolio: Frontenac Ontario Provincial Police (OPP)	Responsibility: <ul style="list-style-type: none"> • Council Representative on the Frontenac OPP Detachment Board

Councillor Roy Huetl

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

Councillor Vernon Hermer

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

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

Deputy Mayor John Inglis

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

By-law # 2025-18

Being a By-law to Authorize the Mayor and the Clerk to Sign an Agreement with Eastern Ontario Trails Alliance (EOTA) to Honour the EOTA Trail Pass for use of Crown Roads included in the Township Land Use Permit for the 2025 Season

Now Therefore the Council of the Corporation of the Township of North Frontenac enacts that the Mayor and the Clerk are authorized to sign the Agreement with EOTA to honour the EOTA Trail Pass for use of Crown Roads included in the Townships Land Use Permit for the 2025 season and that said Agreement shall be attached heretofore as Schedule A;

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

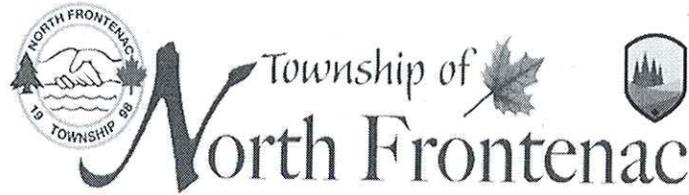
And That this By-law shall come into force and take effect on the date of final passing.

Read a first and second time **April 4, 2025.**

Read a third time and finally passed this **April 4, 2025.**

Gerry Lichty, Mayor

Tara Mieske, Clerk



Township of
North Frontenac
6648 Road 506, Plevna, Ontario K0H 2M0
Tel: (613) 479-2231 or 1-800-234-3953, Fax: (613) 479-2352
<https://www.northfrontenac.com>

This Agreement is made the 22nd Day of November, 2024

Between:

The Corporation of the Township of North Frontenac

hereinafter called the "Township"
OF THE FIRST PART

and –

Eastern Ontario Trails Alliance

hereinafter called the "EOTA"
OF THE SECOND PART

Whereas the Township, through its Crown Land Stewardship Program offers for sale Road Permits for use of specified Crown Roads in North Frontenac, in accordance with a Land Use Permit (LUP) with the Ministry of Northern Development, Mines, Natural Resources and Forestry (MNDMNR);

And Whereas the Township agrees to honour the EOTA's Trail Pass for use of these Crown Roads throughout the 2025 season;

And Whereas the EOTA agrees to provide the Township a 2025 contribution of \$25,000 (paid directly to contractor);

And Whereas the EOTA agrees that no signage will be permitted to be installed on the Crown Roads within the North Frontenac Parklands in 2025;

And Whereas the EOTA agrees to provide the Township with proof of insurance and all other required documentation;

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

1 of 3
2025 Agreement between the Township of North Frontenac and the EOTA
November 22, 2024

1. The Township shall honour the EOTA's 2025 Trail Pass for use of the Crown Roads within the North Frontenac Parklands, as reflected in the Township's 2025 LUP with the MNDMNR, throughout the 2025 season.
2. The term of this Agreement shall be from April 1, 2025 – November 15, 2025.
3. The EOTA covenants and agrees with the Township that it shall not post any signs of any type on any Crown Roads within the North Frontenac Parklands within 2025. The EOTA shall maintain in force at all times during the term of this Licence, at the Licensee's expense and in the names of the Licensee and the Municipality, coverage for legal liability for bodily injury, death or property damage in an amount of not less than five million dollars, and to provide the Municipality with proof of such insurance upon entering into the Agreement.
4. The EOTA shall indemnify the Township and save it harmless from any and all losses or claims, actions, demands, liabilities and expenses (including, without limitation, legal fees) in connection with loss of life, personal injury and/or damage to or loss of property: (a) to the extent caused by any negligent act or omission of the EOTA or anyone for whom it is responsible at law; or (b) arising from any breach by the EOTA of any provisions of this Contract. The foregoing indemnity shall survive the termination of this Contract notwithstanding any provision to the contrary.
5. This Agreement may be cancelled at any time by either party with thirty (30) days written notice.
6. Any notice required or permitted to be given by one party to the other pursuant to the terms of this Agreement may be given:

To the EOTA:

Eastern Ontario Trails Alliance
Postal Bag 1444
Tweed, ON
K0K 3J0

To the Township of North Frontenac:

The Corporation of the Township of North Frontenac
Attention: Chief Administrative Officer
6648 Road 506
Plevna, Ontario K0H 2G0

This Agreement sets out all of the terms and conditions that have been agreed to between the Township and the EOTA, and supersedes any previous agreements, verbal or written, that may otherwise exist between them concerning the subject matter of this Agreement.

7. This Agreement shall not be assigned by either party without the prior written consent of the other party, which consent may be unreasonably withheld.

2 of 3

2025 Agreement between the Township of North Frontenac and the EOTA
November 22, 2024

8. This Agreement shall be binding on and ensure to the benefit of the parties and their respective personal representatives, successors and assigns.

In Witness whereof the Parties have signed this Agreement as at the date first set out above.

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

Gerry Lichty, Mayor

Tara Mieske, Clerk

We have the authority to bind the corporation

Eastern Ontario Trails Alliance

Signature: _____

Name & Title _____

Signature: _____

Name & Title _____

We have the authority to bind the corporation.

The Corporation of the Township of North Frontenac

By-law # 2025-19

Being a By-law to Authorize the Mayor and the Clerk to Sign an Agreement with Ottawa Valley ATV Club (OVATVC) to Honour the OVATVC Trail Pass for use of Crown Roads included in the Township Land Use Permit for the 2025 Season

Now Therefore the Council of the Corporation of the Township of North Frontenac enacts that the Mayor and the Clerk are authorized to sign the Agreement with Ottawa Valley ATV Club (OVATV) Trail Pass for use of Crown Roads included in the Townships Land Use Permit for the 2025 season and that said Agreement shall be attached heretofore as Schedule A;

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

And That this By-law shall come into force and take effect on the date of final passing.

Read a first and second time **April 4, 2025.**

Read a third time and finally passed this **April 4, 2025.**

Gerry Lichty, Mayor

Tara Mieske, Clerk



6648 Road 506, Plevna, Ontario K0H 2M0
Tel: (613) 479-2231 or 1-800-234-3953, Fax: (613) 479-2352
<https://www.northfrontenac.com>

This Agreement is made the 4th Day of April, 2025

Between:

The Corporation of the Township of North Frontenac

hereinafter called the "Township"
OF THE FIRST PART

and –

Ottawa Valley ATV Club

hereinafter called the "OVATVC"
OF THE SECOND PART

Whereas the Township, through its Crown Land Stewardship Program offers for sale Road Permits for use of specified Crown Roads in North Frontenac, in accordance with a Land Use Permit (LUP) with the Ministry of Northern Development, Mines, Natural Resources and Forestry (MNDMNRF);

And Whereas the Township agrees to honour the Ontario Federation of ATV's (OFATV's) Trail Pass for use of these Crown Roads throughout the 2025 season;

And Whereas the OVATVC agrees to provide the Township a 2025 contribution of \$6,500;

And Whereas the OVATVC agrees that no signage will be permitted to be installed on the Crown Roads within the North Frontenac Parklands in 2025;

And Whereas the OVATVC agrees to provide the Township with proof of insurance and all other required documentation;

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

1. The Township shall honour the OFATVs 2025 Trail Pass for use of the Crown Roads within the North Frontenac Parklands, as reflected in the Township's 2025 LUP with the MNDMNR, throughout the 2025 season.
2. The term of this Agreement shall be from April 1, 2025 – November 15, 2025.
3. The OVATVC shall pay the Township \$6,500 prior to April 30, 2025.
4. The OVATVC covenants and agrees with the Township that it shall not post any signs of any type on any Crown Roads within the North Frontenac Parklands within 2025.
5. The OVATVC shall maintain in force at all times during the term of this Licence, at the Licensee's expense and in the names of the Licensee and the Municipality, coverage for legal liability for bodily injury, death or property damage in an amount of not less than five million dollars, and to provide the Municipality with proof of such insurance upon entering into the Agreement.
6. The OVATVC shall indemnify the Township and save it harmless from any and all losses or claims, actions, demands, liabilities and expenses (including, without limitation, legal fees) in connection with loss of life, personal injury and/or damage to or loss of property: (a) to the extent caused by any negligent act or omission of the OVATVC or anyone for whom it is responsible at law; or (b) arising from any breach by the OVATVC of any provisions of this Contract. The foregoing indemnity shall survive the termination of this Contract notwithstanding any provision to the contrary.
7. This Agreement may be cancelled at any time by either party with thirty (30) days written notice.
8. Any notice required or permitted to be given by one party to the other pursuant to the terms of this Agreement may be given:

To the OVATVC:

Ottawa Valley ATV Club
20 Gesner Court
Kanata, ON K2L 3K1

To the Township of North Frontenac:

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

This Agreement sets out all of the terms and conditions that have been agreed to between the Township and the OVATVC, and supersedes any previous agreements, verbal or written, that may otherwise exist between them concerning the subject matter of this Agreement.

9. This Agreement shall not be assigned by either party without the prior written consent of the other party, which consent may be unreasonably withheld.
10. This Agreement shall be binding on and ensure to the benefit of the parties and their respective personal representatives, successors and assigns.

In Witness whereof the Parties have signed this Agreement as at the date first set out above.

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

Gerry Lichty, Mayor

Tara Mieske, Clerk

We have the authority to bind the corporation

Ottawa Valley ATV Club

Signature: _____

Name & Title _____

Signature: _____

Name & Title _____

We have the authority to bind the corporation.

The Corporation of the Township of North Frontenac

By-law #2025-20

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 April 4, 2025

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 April 4, 2025 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 April 4, 2025, 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 April 4, 2025, 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 **April 4, 2025**.

Read a third time and finally passed this **April 4, 2025**.

Gerry Lichty, Mayor

Tara Mieske, Clerk