

Regular Council Agenda

9:00 AM - Friday, October 10, 2025

Council Chambers

[Zoom Meeting Registration](#)

1. Call to Order

- a) Public Notice regarding Recording of Meetings 6
[Recorded Meetings - Notice to Public](#)

2. Traditional Land Acknowledgement

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

3. Approval of Agenda

- a) October 10, 2025

Be It Resolved That Council approves the Agenda dated October 10, 2025, as circulated.

4. Disclosure of Pecuniary Interest and General Nature Thereof

5. Business Profile

- a) Homes and Cottages Unlimited Realty Inc. 7

Be It Resolved That Council receives for information the Business Profile of Homes and Cottages Unlimited Realty Inc. provided by the Economic Development Task Force (EDTF).

[Business Profile - Homes and Cottages Unlimited Realty Inc.](#)

6. Presentations

None.

7. Delegations

None.

8. Adoption of Minutes

- a) Minutes of the Meeting(s) to be adopted by Council 8 - 21

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

1. A Regular Council meeting held September 18, 2025;
2. A Meeting of the Personnel and Audit Committee held September

23, 2025

[Regular Council - 18 Sep 2025 - Minutes - Pdf](#)

[Personnel and Audit Committee - 23 Sep 2025 - Minutes - Pdf](#)

9. Business Arising Out of Minutes

None.

10. Communications

- a) Clerk's Administrative Report - Communications 'A' Section 22

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

None.

11. Council, CAO, and Managers' Administrative Reports

- a) Clerk/Planning Manager: Proposed 2026 Meeting Dates 23 - 24

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Proposed 2026 Council Meeting Dates";

And That Council sets the 2026 Council Meeting Schedule as follows:

January 16, 2026 at 9:00 am

February 6, 2026 at 9:00 am

February 27, 2026 at 9:00 am

March 20, 2026 at 9:00 am

April 10, 2026 at 9:00 am

May 1, 2026 at 9:00 am

May 21, 2026 at 5:00 pm

June 11, 2026 at 5:00 pm

July 9, 2026 at 5:00 pm

August 13, 2026 at 5:00 pm

September 11, 2026 at 9:00 am

October 2, 2026 at 9:00 am

October 23, 2026 at 9:00 am

November 16, 2026 at 1:00 pm (Inaugural Meeting of Council)

[Proposed 2026 Meeting Dates - Pdf](#)

- b) Clerk/Planning Manager: Shore Road Allowance Closure Approval in Principle - Roberts, Strong, Smith and Paddock 25 - 28

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

And That Council approves in principle the Application to close, stop up and sell part of the Shore Road Allowance(s) described below:

- Part of the Shore Road Allowance lying in front of Lot 1, Registered Plan 1465, geographic Township of Clarendon (Big Gull Lake)
- Part of the Shore Road Allowance lying in front of Lot 286, Plan 1044, geographic Township of Barrie (Kashwakamak Lake).
- Part of the Shore Road Allowance adjacent to Lot 15, Concession 8, geographic Township of Barrie (Mississagagon Lake).
- Part of the Shore Road Allowance lying in front of Pt Lot 17 and 18, Concession 7, geographic Township of Barrie (Mississagagon Lake).

[Shore Road Allowance Closure Approval in Principle - Roberts, Strong, Smith and Paddock - Pdf](#)

- c) Director of Emergency Services/Fire Chief: Essential Services Fair 2025 29 - 30

Be It Resolved That Council receives for information the Director of Emergency Services, Fire Chief (DESFC)'s Administrative Report entitled "Essential Services Fair - August 23, 2025";

And That the Township of North Frontenac and Addington Highlands provided a Services Fair to promote and showcase the services available to the residents of the two Townships.

And That Council instructs the Director of Emergency Services/Fire Chief to review the information from the 2025 Essential Services Fair and to provide recommendations at a future Regular Council Meeting regarding future Essential Services Fairs.

And That Council requests the Mayor to sign Thank You letters to all Agencies that participated at the Essential Services Fair in 2025.

[Essential Services Fair 2025 - Pdf](#)

- d) Manager of Community Development: Attendance at the 2025 Ontario East Municipal Conference (OEMC) 31 - 32

Be it Resolved That Council receives for information the Manager of Community Development's Administrative Report entitled "MCD Attendance at the 2025 Ontario East Municipal Conference (OEMC)".

[MCD Attendance at the 2025 Ontario East Municipal Conference \(OEMC\) - Pdf](#)

- e) Public Works Manager: Community Emergency Preparedness Grant (CEPG) Round 3 2025-2026 33 - 34

Be It Resolved That Council receives for information the Public Works Manager's Administrative Report entitled "Community Emergency Preparedness Grant (CEPG) Round 3 2025-2026";

And That Council directs the Public Works Manager to proceed with the Application for the Community Emergency Preparedness Grant for two (2) Mobile Communication Towers (Portable Changeable Message

Signs);

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

[Community Emergency Preparedness Grant \(CEPG\) Round 3 2025-2026 - Pdf](#)

- f) Public Works Manager: Memorandum of Understanding - Ontario Federation of Snowmobile Clubs - District 2 - Mazinaw Power Line Snowmobile Club 35 - 43

Be it Resolved That Council receives for information the Public Works Manager and Clerk/Planning Manager's Administrative Report entitled "Memorandum of Understanding - Ontario Federation of Snowmobile Clubs - District 2 - Mazinaw Power Line Snowmobile Club";

And That Council will consider a By-law later in the meeting to sign the Memorandum of Understanding.

[Memorandum of Understanding - Ontario Federation of Snowmobile Clubs - District 2 - Mazinaw Power Line Snowmobile Club - Pdf](#)

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

- a) Committee of Adjustment/Planning Advisory Committee 44 - 56

Be It Resolved That Council receives for information the Minutes of a meeting of the Committee of Adjustment/Planning Advisory Committee held August 25, 2025.

[Committee of Adjustment - 25 Aug 2025 - Minutes - Pdf](#)

- b) Housing Advisory Task Force 57 - 65

Be It Resolved That Council receives for information the September 10, 2025 Notes of the Housing Advisory Task Force (HATF);

And That Council approves the 2025-2026 HATF Terms of Reference.

[Housing Advisory Task Force - 10 Sep 2025 - Minutes - Pdf](#)

- c) Economic Development Task Force 66 - 68

Be It Resolved That Council receives for information the September 15, 2025 Notes of the Economic Development Task Force (EDTF);

And That Council supports joint Task Force Meetings with Central Frontenac to determine potential opportunities to partner on initiatives and events.

[Economic Development Task Force - 15 Sep 2025 - Minutes - Pdf](#)

- d) Joint Health and Safety Committee 69 - 73

Be It Resolved That Council receives for information the August 22, 2025 Notes of the Joint Health and Safety Committee (JHSC).

[JHSC Minutes August 22, 2025](#)

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. 74 - 75
The Councillor may provide a verbal report for information purposes.
[Council Portfolios 2022-2026](#)

16. Introduction and Reading of By-laws

- a) By-law(s) to be Considered: 76 - 83

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

- #2025-46 To Sign Memorandum of Understanding with Ontario Federation of Snowmobile Clubs

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

[2025-46 To Enter into Agreement with OFSC](#)

17. Public Forum

18. Closed Session

- a) Closed Meeting of Council

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

- Adopt minutes of Closed Meeting of Council held September 18, 2025; and
- Adopt minutes of a Closed Meeting of the Personnel and Audit Committee held on September 23, 2025.

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

20. Confirmatory By-law

- a) Confirming By-law #2025-47 84

Be It Resolved That By-law #2025-47 being a By-law to confirm all actions and proceedings of Council for its Regular Meeting held October 10, 2025 be read a first, second, and third time and finally passed.

[2025-47 Confirming By-law - October 10, 2025](#)

21. Adjournment

- a) Adjournment of Meeting

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



Please be advised North Frontenac Council Meetings are recorded. By attending a public meeting of Council, you are consenting to your image, voice and comments being recorded.

The Chair and/or the Clerk have the discretion and authority at any time to direct the termination or interruption of the recording. Such direction will only be given in exceptional circumstances where deemed relevant. Circumstances may include instances where the content of debate is considered misleading, defamatory or potentially inappropriate to be published.

The Township shall not be responsible should technical difficulties prevent the recording of any meeting, or a portion thereof. Technical issues may include but are not limited to the availability of the internet connection, device failure or malfunction, unavailability of social media platforms or power outages. It should be noted that no protection is afforded to Council Members, Employees or the public for comments made during Meetings which are subsequently challenged in a court of law and/or determined to be defamatory.

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

Members of Council, Staff, Delegates and attendees should be mindful of using names of individuals or entities when discussing matters in public. Attendees are advised that they may be subject to legal action if their actions result in inappropriate and/or unacceptable behaviour or comments.

Homes & Cottages Unlimited Realty Inc.

No property is too small for **Kerri Bradley**, Realtor® and owner of **Homes & Cottages Unlimited Realty Inc., Brokerage**. With 23 years of real estate experience and a trusted reputation, Kerri specializes in cottages, vacant land, and waterfront properties across **North Frontenac** and **Lanark County**. Based from her home office on Road 506 (by appointment only), Kerri offers integrity, honesty, and true hands-on service for every client. A proud local resident who loves all things rural, she enjoys sharing the beauty of the area with others. Away from work, she loves nothing more than roaming the area's lakes and trails with her three four-legged friends. She's always happy to chat about your real estate needs and welcomes your calls.

Homes & Cottages Unlimited Realty Inc.

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<https://www.kerribradley.ca/>

<https://www.homesandcottagesrealty.ca/>

<https://www.werentcottages.ca/>





Regular Council Minutes

9:00 AM - Thursday, September 18, 2025
Council Chambers

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

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

Also Present: Corey Klatt, Chief Administrative Officer, Dipl. M.A. (Electronic Participation); Tara Mieske, Dipl. M.A., M.M. Clerk/Planning Manager; Darwyn Sproule, P. Eng., Public Works Manager, Adam Robinson, Director of Emergency Services/Fire Chief; Brooke Ross, Dipl. M.A., Manager of Community Development (Electronic Participation); and Marnie Geerlinks, Administrative Assistant to the Clerk/Planning Manager and Director of Emergency Services/Fire Chief

1. Call to Order

The Mayor called the meeting to order at 5:00 p.m.

2. Traditional Land Acknowledgement

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

3. Approval of Agenda

a) *September 18, 2025*

295-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That Council approves the Agenda for the Regular Meeting of Council dated September 18, 2025, as circulated.

Carried

4. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

5. Council, CAO, and Managers' Administrative Reports

a) *Manager of Community Development: 2026 Pilot Program - Shabomeka Lake Boat*

Launch - Boat Trailer Storage at Parking Area.

296-25 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 "2026 Pilot Program - Shabomeka Lake Boat Launch - Boat Trailer Storage at Parking Area";

And That By-law #51-23, *A By-law to Regulate the Parking of Vehicles, Boats and Trailers within the Township of North Frontenac*, regulates the use of Township-owned and maintained parking areas;

And That Section 5(e) of By-law #51-23 states that "No person shall Park or store any Boat or Trailer on Township owned, operated or maintained Vehicle Parking areas for longer than 72 hours unless connected to a licensed motor vehicle";

And That Shabomeka Lake has a number of water-access only properties whose owners rely on the Shabomeka Lake Boat Launch for access to their properties;

And That Council recognizes the unique challenges faced by these property owners;

Therefore Be It Resolved That Council authorizes a 2026 Pilot Program exempting Shabomeka Lake water-access only property owners from Section 5(e) of By-law #51-23 for 2026, subject to the following conditions:

1. Each property shall be permitted to store one (1) boat trailer at the Shabomeka Lake Boat Launch parking area;
2. Property owners must register their boat trailer with the Township (providing the license plate number) on or before April 1, 2026;
3. All boat trailers must be removed for the winter months (November 30 – April 1) to allow for snow plow operations.
4. Any boat trailers not registered with the Township prior to April 1, 2026 will be considered in contravention of By-law #51-23 and will be subject to enforcement;
5. The Township will review the program at the end of the 2026 season to determine whether it should be continued, amended, or terminated.

Carried

b) *Manager of Community Development: Electric Vehicle Charging Stations - Revenue and Expenses*

297-25 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 "Electric Vehicle Charging Stations - Revenue and Expenses";

And That Council approves setting the EV fast charger rate at \$0.75/kWh to help offset high delivery charges, with revenues and usage monitored monthly, and that staff and Council continue to advocate to the Ontario Energy Board for a review of delivery charge structures for EV charging sites.

Carried

c) *Manager of Community Development: 2025 Local Government Week - October 14 - 20*

298-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That Council receives for information the Manager of Community Development's (MCD) Administrative Report entitled "2025 Local Government Week - October 14 - 20";

And That the Township of North Frontenac hereby proclaims the week of October 14 - 20, 2025 to be Local Government Week in North Frontenac Township and approves the proclamation included in the Administrative Report;

And That Council approves the Local Government Week initiatives.

Carried

Note: The MCD left the meeting at this time.

6. Business Profile

a) *Deborah Stanley Interior Decorating*

299-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Business Profile of Deborah Stanley Interior Decorating provided by the Economic Development Task Force.

Carried

7. Presentations

a) *Rob Lesperance, Southpaw Construction: Tiny Home Business Model - An Answer to Housing*

300-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That Council receives for information a presentation from Rob Lesperance, Southpaw Construction, regarding Tiny Homes; and thanks him for his time spent today.

Carried

8. Delegations

None.

9. Adoption of Minutes

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

301-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That Council adopts the Minutes of a Regular Meeting held August 28, 2025, as circulated.

Carried

10. Business Arising Out of Minutes

- a) **Resolution #222-25: Automatic Aid Agreement with Central Frontenac**
302-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Whereas at the meeting held July 10, 2025, Council passed Resolution #222-25 receiving for information the Director of Emergency Services/Fire Chief's Administrative Report entitled "2025 Automatic Aid Agreement between Central Frontenac and North Frontenac"; and Council approved-in-principle the Agreement, which was provided to Central Frontenac Council for consideration;

Now Therefore Be It Resolved That Central Frontenac Council approved and signed the Agreement;

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

Carried

- b) **Resolution #150-25: Monthly Usage Report (August) - Electric Vehicle Chargers**
303-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Whereas at the meeting held April 25, 2025, Council instructed the Manager of Community Development to provide monthly usage reports of the EV chargers;

Now Therefore Be It Resolved That Council receives for information the EV Usage Report for August 2025.

Carried

11. Communications

- a) **Communications of Interest**
304-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

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

Carried

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

- B1. **Sand Lake Swim Program - Request for Increased Annual Funds**
305-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information an email dated September 7, 2025, from Jilene England, Volunteer Coordinator for Sand Lake Swim Program (SLSP), advising the program has had a significant increase in swimming registration over the past two summers; however there has also been an increase in the number of local families unable to pay registration fees for their children/grandchildren to participate; and that the program will not refuse any family who wishes for their children to participate in learning life saving swim skills;

And That due to these increases, SLSP is requesting an increase in their annual funding from the Township from \$1500 to \$2000;

And That Council directs staff to include the additional \$500 funding request from the SLSP in the staff-prepared budget for the Mayor's consideration as part of the 2026 Budget.

Carried

B2. Kingston Frontenac Public Library: Request to declare October as Canadian Library Month

306-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That Council receives for information a letter dated September 17, 2025, from the Kingston Frontenac Public Library regarding Canadian Library Month 2025;

And That the public library invite people to learn and connect;

And That the public library builds and supports community by creating inclusive spaces, services and collections;

And That Council recognizes that the Kingston Frontenac Public Library provides a vital service to our community;

And That Council proclaims the month of October to be Canadian Library Month 2025; and the week of October 19 to October 25, 2025 be Ontario Public Library Week, with Council encouraging all residents to use the public library this week and throughout the year;

And That Council instructs staff to include this proclamation on the Township's Website and Social Media throughout the month of October.

Carried

12. Council, CAO, and Managers' Administrative Reports (con't)

a) Clerk/Planning Manager: Shore Road Allowance Application for Approval in Principle – Joly/Michelizza

307-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

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

And That Council approves in principle the Application to close, stop up and sell part of the Shore Road Allowance lying in front of Lot 1, Registered Plan 1144, geographic Township of Clarendon (Pine Lake).

Carried

b) Clerk/Planning Manager: Shore Road Allowance Closure and By-law - Camp

308-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

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

And That, as required by By-law #2025-04, the following be declared as surplus and sold to the adjoining owner:

All That Part of the Shore Road Allowance lying in front of Lot 9, South West Range, geographic Township of Clarendon, Township of North Frontenac, County of Frontenac being Part 1 on Registered Plan 13R-23399;

And That an appraisal of the property is not necessary as this is a Shore Road Allowance;

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

Carried

c) ***Clerk/Planning Manager: Voting Method for the 2026 Municipal Election***

309-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information an Administrative Report from the Clerk/Planning Manager entitled "Voting Method for the 2026 Municipal Election";

And That Council will consider a By-law later in the meeting to authorize internet/telephone voting in the 2026 Election.

Carried

d) ***Director of Emergency Services/Fire Chief: Fire Prevention Week October 5 - 11, 2025***

310-25 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 (DESFC)'s Administrative Report entitled "Fire Prevention Week - October 5 - 11, 2025";

And That the North Frontenac Fire Department (NFFD) is joining forces with the Not for Profit National Fire Protection Association to remind and educate local residents about the importance of "Charge into Fire Safety: Lithium-ion batteries in your home.";

And That Council declares October 5-11, 2025, as Fire Prevention Week;

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

And That Council instructs the Director of Emergency Services/Fire Chief to place a copy of the Mayoral Declaration and an advertisement outlining the events associated with Fire Prevention Week and emphasizing the importance of the "Charge into Fire Safety: Lithium-Ion Batteries in your home." campaign in the Frontenac News and on the Township's Social Media and Website.

Carried

e) ***Director of Emergency Services/Fire Chief: Proposed Fire Protection Grant Application For 2025-2026***

311-25 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 (DESFC) Administrative Report entitled "Proposed Ontario Fire

Protection Grant Application for 2025-2026";

And That Council instructs the DESFC to make application for the Ontario Fire Prevention Grant for an estimated \$48,000.00 (\$16,000.00 per fire station) for:

- NFPA compliant - Dual certified personal protective gear (PPE)
- Particulate filtering flash hoods

And That Council authorizes the DESFC to sign the Agreement for Funding if the Application is successful.

Carried

f) ***Public Works Manager: Required fencing upgrades at Plevna Waste Site.***

312-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That Council receives for information the Public Works Manager's Administrative Report entitled "Required Fencing Upgrades at the Plevna Waste Site";
And That the fencing project is required to address an existing non-compliance at the Waste Site as identified by the Ministry of the Environment, Conservation and Parks (MECP);

And That Council instructs the Treasurer to transfer the estimated \$15,000 (plus HST) for the project, from the Operating Contingency Reserve.

Carried

g) ***Public Works Manager: Purchase of Float Trailer***

313-25 Moved by Councillor Wayne Good, Seconded by Councillor Vernon Hermer

Be it Resolved That Council receives for information the Public Works Manager's Administrative Report entitled "Purchase of Float Trailer";

And That the purchase was approved in the 10 Year Capital Plan for 2025 to replace the existing float trailer;

And That Council approves the single source procurement for the purchase of the Gincor Float Trailer at a cost of \$63,730.00 (excluding HST) based on the quote received.

Carried

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

a) ***Economic Development Task Force***

314-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That Council receives for information the August 18, 2025 Notes of the Economic Development Task Force (EDTF);

And That Council approves the updated 2025 EDTF Work Plan;

And That Council approves the updated 2023-2026 EDTF Terms of Reference;

And That Council approves up to \$15,000 for the attendance of three (3) Tradeshows in 2026 so that the EDTF can proceed with the Registrations in 2025 for 2026, with the Funds coming from the Economic Development Reserve Fund;

And That Council directs staff to include \$15,000 for Trade Shows in the staff-prepared

budget for the Mayor's consideration as part of the 2026 Budget;

And That Council approves the 2026 Winterfest event so the EDTF can proceed with booking vendors, etc. for the February event which currently has an annual budget of \$3,000;

And That Council approves the unveiling of the Round 10 Art Murals to take place at the Volunteer Appreciation Dinner on Wednesday, October 8, 2025 at the Clar-Mill Community Hall.

Carried

b) *Committee of Adjustment/Planning Advisory Committee*

315-25 Moved by Councillor Wayne Good, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Minutes of a Meeting of the Committee of Adjustment/Planning Advisory Committee held July 28, 2025.

Carried

c) *Kaladar Barrie Joint Fire Committee*

316-25 Moved by Councillor Wayne Good, 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 June 6, 2025.

Carried

d) *Environmental Task Force*

317-25 Moved by Councillor Wayne Good, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Notes of a Meeting of the Environmental Task Force held August 26, 2025.

Carried

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

None.

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

None.

16. Council Portfolio Verbal Reports

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

17. Introduction and Reading of By-laws

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

318-25 Moved by Councillor Wayne Good, Seconded by Councillor Vernon Hermer

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:

- #2025-41 To Close, Stop up and Sell a Part of the 66' Original Road Allowance
- #2025-42 To Authorize the Use of Alternative Voting Methods for the 2026 Municipal Election
- #2025-43 To Sign Automatic Aid Agreement with Central Frontenac

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

Carried

18. Public Forum

The Mayor invited questions and comments from the public attending the meeting in-person and virtually. These Public Comments will not form part of the Council Minutes.

Note: The DESFC and the Administrative Assistant to the CPM/DESFC left the meeting at this time.

19. Closed Session

a) Closed Meeting of Council

319-25 Moved by Councillor Wayne Good, Seconded by Councillor Vernon Hermer

Be It Resolved That Council retires to Closed Session at 6:19 p.m. to:

- a. Adopt Minutes of a Closed Meeting held August 28, 2025; and
- b. Receive information regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

Carried

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

The Mayor advised that during Closed Session Council adopted Closed Minutes dated August 28, 2025; and receive information regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

Motion regarding Litigation or Potential Litigation

320-25 Moved by Councillor Wayne Good, Seconded by Councillor Vernon Hermer

Be It Resolved That Council accepts and approves Option A as confidentially discussed in Closed Session, under Item 5(a) regarding litigation or potential litigation, including matters before administrative tribunals, affecting the Municipality or local board.

Carried

21. Confirmatory By-law

a) ***Confirming By-law #2025-44***

321-25 Moved by Councillor Wayne Good, Seconded by Councillor Vernon Hermer

Be It Resolved That By-law #2025-44, being a By-law to confirm all actions and proceedings of Council for its Regular Meeting held September 18, 2025, be read a first, second, and third time and finally passed.

Carried

22. Adjournment

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

322-25 Moved by Councillor Wayne Good, Seconded by Councillor Vernon Hermer

Be It Resolved That Council adjourns the Meeting at 7:10 p.m. until September 26, 2025, or at the call of the Chair.

Carried

Mayor

Clerk



Personnel and Audit Committee Minutes

12:00 p.m.- Tuesday, September 23, 2025
Council Chambers

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

1. Call to Order

The Chair called the meeting to order at 12:02 p.m.

2. Traditional Land Acknowledgement

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

3. Approval of Agenda

a) *September 23, 2025*

14-25 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 September 23, 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)**

15-25 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis

Be It Resolved That the Committee approves the Minutes of a Meeting held May 27, 2025, as circulated and adopted by Council on June 12, 2025.

Carried

8. Business Arising Out of Minutes

None.

9. Communications

None.

10. Administrative Reports

a) **Director of Emergency Services/Fire Chief - North Frontenac Fire Department (NFFD) Roster Update**

16-25 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis

Be It Resolved That the Personnel and Audit Committee receives for information the Director of Emergency Services/Fire Chief's Administrative Report entitled "North Frontenac Fire Department (NFFD) Roster" and the current Roster dated September 23, 2025.

Carried

b) **Treasurer - Statement of Revenue & Expenditures - 2025 Variance Report as of September 1, 2025**

17-25 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 –2025 Variance Report as of September 1, 2025";

And That the Committee recommends to Council that the cost of election training in 2025 be transferred from the Election Reserve Fund;

And That the Committee recommends to Council that the cost of \$6,131.75 for the Ompah Community Hall UV System be transferred from the Community Hall - sustainability TCA Reserve Fund.

Carried

c) **Treasurer - Investment Update**

18-25 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis

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

And That the Committee recommends to Council that the Treasurer invest \$515,931 in GICs (2 and 3 year), \$262,000 Government Bonds (2, 3 and 4 year) and \$131,000 Equity Funds based on the recommendations from BMO Nesbitt Burns.

Carried

11. Notice of Resolution

None.

12. Resolution, Written Notice of Which has Been Given

None.

13. Public Forum

None.

14. Closed Session

a) *Closed Session*

19-25 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis

Be It Resolved That Council retires to Closed Session at 12:21 p.m. to:

- a. Discuss personal matters about an identifiable individual, including municipal or local board employees, specifically the Chief Administrative Officer's Performance Evaluation.

Carried

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

The Chair advised that during Closed Session, the Committee reviewed and discussed the Chief Administrative Officer's Performance Evaluation.

16. Adjournment

a) *Motion to Adjourn*

20-25 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis

Be It Resolved That the Personnel and Audit Committee adjourns the meeting at 2:16 p.m. until December 16, 2025 at 9:00 a.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: 10 Oct 2025
Re: Communications of Interest

Recommendation:

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

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

1. File #B12/25 -Creation of New Lot - Norway Lake Lane - Notice of Decision
2. File #A15/25 - Request for Permission - 1261D Shabomeka Lake Lane - Notice of Hearing
3. File #A16/25 - Request for Permission - 1395 Snyder Bay Lane - Notice of Hearing
4. Mississippi Valley Conservation Authority re: Proposed Fee Update
5. Municipality of Bluewater re: Request for Support- Before and After School Programs
6. File #A13/25 - Request for Permission - 1053B Pine Cove Lane - Notice of Decision
7. File #A14/25 - Request for Permission - 5853 Road 506 - Notice of Decision
8. City of Dryden re: Request for Support - Swim-to-Survive training
9. Municipality of St. Charles re: Request for Support - Northern Ontario Resource Development Support Pilot Program
10. Township of Bonfield re: Request for Support - Canada Post/CUPW Labour Dispute
11. Canada Union of Postal Workers re: Upcoming Mandate Review of Canada Post Could Affect Jobs and Services
12. Municipality of Brighton re: Request for Support - Electoral Reform
13. File #A17/25 - Request for Permission - 5399B Ardoch Road - Notice of Hearing
14. City of Kitchener re: Request for Support - Paper Billing
15. Township of Woolwich re: Request for Support - Bill C-61 First Nations Clean Water Act
16. Eastern Ontario Wardens Caucus re: September 2025 Newsletter
17. File #B15 (Lot Addition) and #B16 (ROW) - Applications for Consent - 1137 Salmond Lane - Notice of Application
18. Ontario Ombudsman re: September Newsletter
19. File #A18/25 - Request for Permission - 1017 Hermer Lane - Notice of Hearing
20. Manager of Community Development: EV Charger Monthly Reports

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



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: 10 Oct 2025
Re: Proposed 2026 Meeting Dates

Recommendation:

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Proposed 2026 Council Meeting Dates";

And That Council sets the 2026 Council Meeting Schedule as follows:

January 16, 2026 at 9:00 am
February 6, 2026 at 9:00 am
February 27, 2026 at 9:00 am
March 20, 2026 at 9:00 am
April 10, 2026 at 9:00 am
May 1, 2026 at 9:00 am
May 21, 2026 at 5:00 pm
June 11, 2026 at 5:00 pm
July 9, 2026 at 5:00 pm
August 13, 2026 at 5:00 pm
September 11, 2026 at 9:00 am
October 2, 2026 at 9:00 am
October 23, 2026 at 9:00 am
November 16, 2026 at 1:00 pm (Inaugural Meeting of Council)

Background:

As per Section 3.4 of North Frontenac Council's Procedural By-law #2025-35 (Procedural By-law) "At the beginning of the term at the first Regular Meeting of Council and in subsequent years at a regularly scheduled meeting in September or October, Council shall determine the Regular Meeting schedule for the upcoming year including the frequency of meetings, day of the week and time of commencement".

As per Section 3.8 of the Procedural By-law "The Inaugural Meeting of Council shall be held November 15th at 1:00 p.m. in the year of the Municipal Election in the Council Chambers. If November 15th is a Saturday, Sunday or Holiday, Council shall meet on the following Monday."

In 2025 Council met every three weeks excluding the months of June and July when meetings were held monthly. Meetings were held on Thursdays at 5:00 pm for six meetings in May, June, July, August and September. The remainder of the meetings were held on Fridays at 9:00 am as follows:

January 10, 2025 at 9:00 am
January 31, 2025 at 9:00 am
February 21, 2025 at 9:00 am
March 14, 2025 at 9:00 am
April 4, 2025 at 9:00 am
April 25, 2025 at 9:00 am
May 15, 2025 at 5:00 pm
June 12, 2025 at 5:00 pm
July 10, 2025 at 5:00 pm
August 7, 2025 at 5:00 pm
August 28, 2025 at 5:00 pm
September 18, 2025 at 5:00 pm
October 10, 2025 at 9:00 am
October 31, 2025 at 9:00 am
November 21, 2025 at 9:00 am
December 12, 2025 at 9:00 am

Researched By:

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

Comments:

Using the 2025 schedule with a three week rotation and reduced meetings throughout the summer months the proposed schedule has been provided for Council's consideration. No dates are proposed following Municipal Election and the Inaugural Meeting has been noted per the Procedural By-law.

Financial Impact:

None.

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: 10 Oct 2025
Re: Shore Road Allowance Closure Approval in Principle - Roberts, Strong, Smith and Paddock

Recommendation:

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

And That Council approves in principle the Application to close, stop up and sell part of the Shore Road Allowance(s) described below:

- Part of the Shore Road Allowance lying in front of Lot 1, Registered Plan 1465, geographic Township of Clarendon (Big Gull Lake)
- Part of the Shore Road Allowance lying in front of Lot 286, Plan 1044, geographic Township of Barrie (Kashwakamak Lake).
- Part of the Shore Road Allowance adjacent to Lot 15, Concession 8, geographic Township of Barrie (Mississagagon Lake).
- Part of the Shore Road Allowance lying in front of Pt Lot 17 and 18, Concession 7, geographic Township of Barrie (Mississagagon Lake).

Background:

The Township received three Shore Road Allowance Applications to close and purchase Shore Road Allowances abutting the Applicants' properties.

The following is a summary of the Applications received:

- #2025-09: Glenn Roberts - 1076 Gnage Lane, Big Gull Lake: The Applicants indicate this Road Allowance has never been used as a public road; the road closure will not prohibit access to any other property; and there are no easement affecting the closure of this Road Allowance.
- #2025-10 - Strong - 1052 Ridgeway Lane, Kashwakamak Lake: The Applicants indicate this Road Allowance has never been used as a public road; the road closure will not prohibit access to any other property; and there are no easements or restrictive covenants affecting the closure of this Road Allowance.
- #2025-11 - Smith - 1137C Salmond Lane, Mississagagon Lake: The Applicants indicate this Road Allowance has never been used as a public road; the road closure will not prohibit access to any other property; and there are no easement affecting the closure of this Road Allowance.
- #2025-12 - Paddock - 1038 Pinestar Lane, Mississagagon Lake: The Applicants indicate this Road Allowance has never been used as a public road; the road closure will not prohibit

access to any other property; and there are no easement affecting the closure of this Road Allowance.

Researched By:

Tara Mieske, Clerk/Planning Manager
Marnie Geerlinks, Administrative Assistant

Comments:

The Municipal Road Allowance Inspector's Inspection Form for Application #2025-09 (Roberts) was completed on September 12, 2025 with no objections.

He advised there were no natural features; neighbouring properties that would be impacted; or Township Roads affected by the Application. He noted the shoreline is rocky and natural. Below is the Key Map (Figure A) and sketch (Figure B) provided by the Municipal Road Inspector.

Figure A

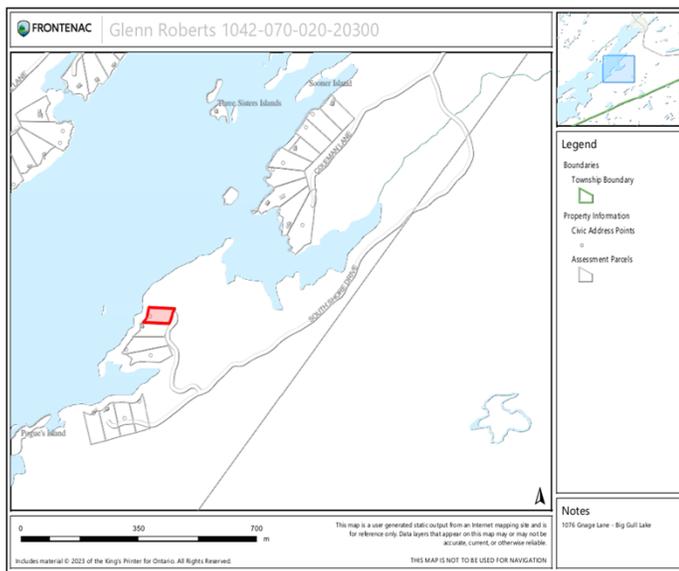
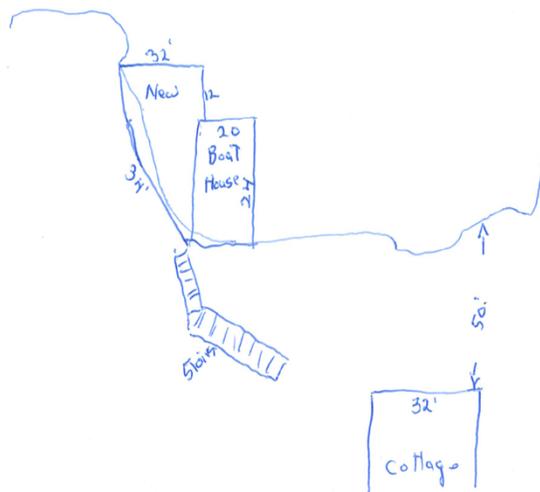


Figure B

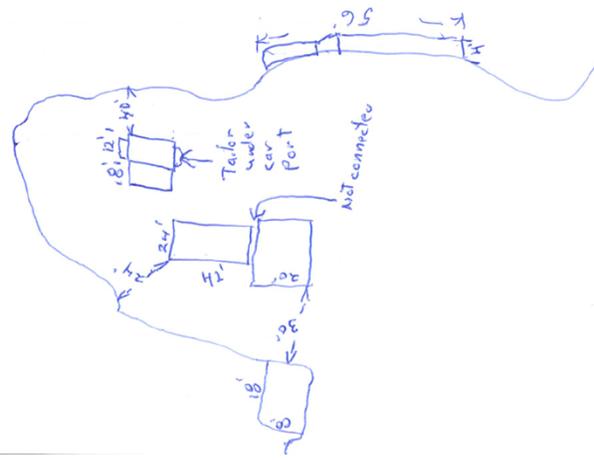
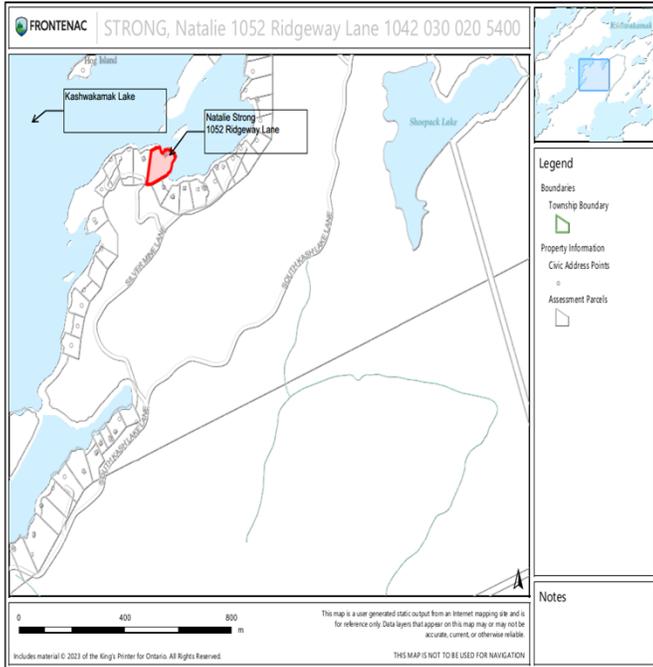


The Municipal Road Allowance Inspector's Inspection Form for Application #2025-10 (Strong) was completed on September 12, 2025 with no objections.

He advised there were no natural features; neighbouring properties that would be impacted; or Township Roads affected by the Application. He noted the shoreline is rocky, natural and well treed. Below is the Key Map (Figure A) and sketch (Figure B) Provided by the Municipal Inspector.

Figure A

Figure B



The Municipal Road Allowance Inspector's Inspection Form for Application #2025-11 (Smith) was completed on September 17, 2025 with no objections.

He advised there were no natural features; neighbouring properties that would be impacted; or Township Roads affected by the Application. He noted the shoreline is cleared and improved. Below is the Key Map (Figure A) and sketch (Figure B) provided by the Municipal Road Inspector.

Figure A

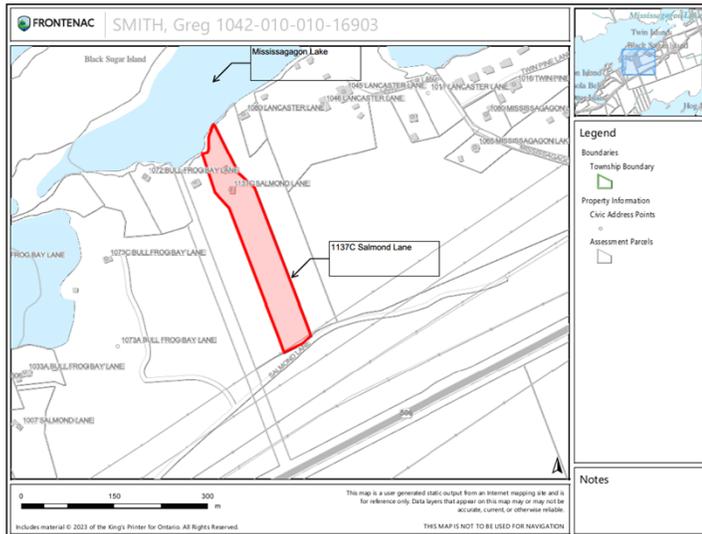
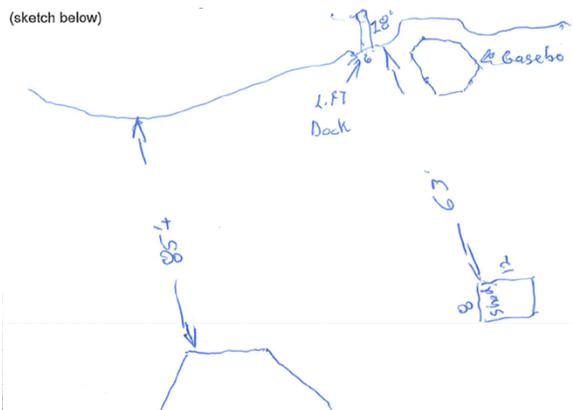


Figure B



The Municipal Road Allowance Inspector's Inspection Form for Application #2025-12 (Paddock) was completed on September 26, 2025 with no objections.

He advised there were no natural features; neighbouring properties that would be impacted; or Township Roads affected by the Application. He noted the shoreline is rocky, improved and well

tree. Below is the Key Map (Figure A) and sketch (Figure B) provided by the Municipal Road Inspector.

Figure A

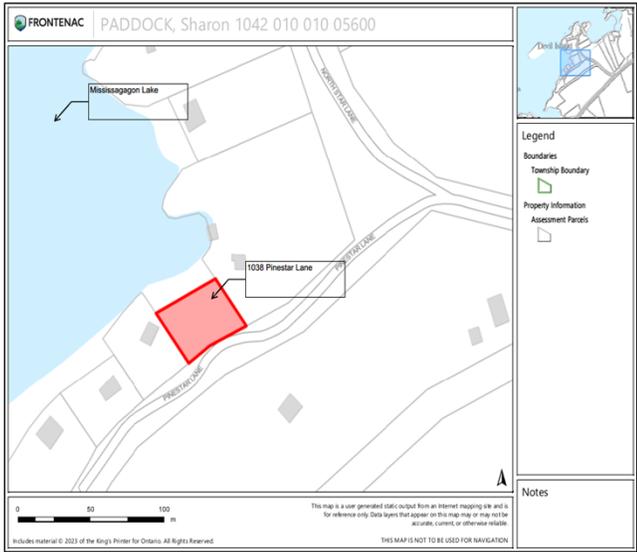
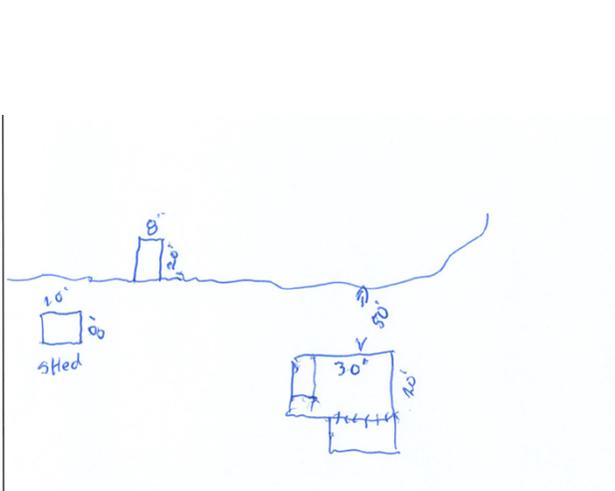


Figure B



Financial Impact:

All applicants provided the Administrative Fee of \$1,200 + \$156 HST total of \$1,356, at the time of submitting the Applications.

Strategic Implications:

None.

To: Mayor and Members of Council
From: Adam Robinson, Director of Emergency Management / Fire Chief
Adam Robinson, Director of Emergency Management / Fire Chief
Approved by: Corey Klatt, Chief Administrative Officer
Date of Meeting: 10 Oct 2025
Re: Essential Services Fair 2025

Recommendation:

Be It Resolved That Council receives for information the Director of Emergency Services, Fire Chief (DESFC)'s Administrative Report entitled "Essential Services Fair - August 23, 2025";

And That the Township of North Frontenac and Addington Highlands provided a Services Fair to promote and showcase the services available to the residents of the two Townships.

And That Council instructs the Director of Emergency Services/Fire Chief to review the information from the 2025 Essential Services Fair and to provide recommendations at a future Regular Council Meeting regarding future Essential Services Fairs.

And That Council requests the Mayor to sign Thank You letters to all Agencies that participated at the Essential Services Fair in 2025.

Background:

The Community Policing Advisory Committee (CPAC) at their inaugural meeting on May 27, 2011 proposed that the Townships of North Frontenac and Addington Highlands, provide a Services Fair to promote and showcase the services available to residents of the two Townships. The proposal was based on the fact that many of the service providers offered services in both Townships.

On July 12, 2012 the first Essential Service Fair (Fair) was held at the Barrie Community Hall in Cloyne. Attending agencies included the Ontario Provincial Police (OPP), Kaladar Barrie Fire Department, North Frontenac Fire Department, Frontenac, Lennox and Addington Paramedics, Kingston, Frontenac Lennox and Addington Public Health.

The Fair evolved and continued annually until August 22, 2015. It was recommended to Council by CPAC at their July 4, 2016 meeting to schedule the Fair on an every other year basis. The Fair resumed in August of 2017 and has been held every two years since. The location of the Fair has been moved throughout the Townships various hamlets.

Some other Agencies and groups who have attended the Service Fair include:

- Ministry of Natural Resources and Forestry,
- Frontenac Victim Services,
- Mississippi Valley Conservation Authority, Mississippi Rideau Septic Systems Office,
- Red Cross,

- Salvation Army,
- Rural Frontenac Community Services
- North Frontenac Public Works
- Kingston 4 Paws

Researched By:

Adam Robinson, Director of Emergency Services, Fire Chief

Marnie Geerlinks, Administrative Assistant to the Clerk/Planning Manager & Fire Chief

Comments:

This year the Essential Services Fair was held at the Barrie Community Hall in Cloyne on Saturday August 23, 2025 from 10 a.m. until 2 p.m.

The Agencies that attended were:

Victim Services of Kingston and Frontenac

South East Public Health

Lennox & Addington Interval House

South East Health Unit Dental Team - Mobile dental clinic

South East Health Unit - SUHMWB (Substance Use Health Mental Well Being)

South East Health Unit - Ticks & Lyme Disease & Sexual Health

South East Health Unit - Harm Reduction

Land O'Lakes Community Services

Lions Club of Land O'Lakes

LARC (Lennox and Addington Resources for Children)

Rural Frontenac Community Services

North Frontenac Public Works

Township of North Frontenac

North Frontenac Fire Department

Kaladar/Barrie Fire Department

Hamburgers and hotdogs were purchased for the event and cooked and served by The Lions Club Land O'Lakes. Drinks were also purchased for the event. Visitors were offered a complimentary hotdog or hamburger and a drink.

Information materials and promotional items from Agencies that attended were provided to the public. Essential Services members agreed that attendance of the public was low compared to previous years.

Financial Impact:

Council previously approved \$1,000 through the 2025 Budget for the advertisement and other sundry expenses (food, posters, etc) for the 2025 Essential Services Fair.

Strategic Implications:

Vibrant and Inclusive Community

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: 10 Oct 2025
Re: MCD Attendance at the 2025 Ontario East Municipal Conference (OEMC)

Recommendation:

Be it Resolved That Council receives for information the Manager of Community Development's Administrative Report entitled "MCD Attendance at the 2025 Ontario East Municipal Conference (OEMC)".

Background:

The Manager of Community Development (MCD) attended the Ontario East Municipal Conference (OEMC) at the Ottawa Conference and Event Centre from September 17-19, 2025.

Since its inception, the OEMC has been the premier event for economic development professionals, municipal leaders and industry stakeholders. Focused on fostering growth, innovation and investment, OEMC brings together key players to exchange ideas, discuss best practices and build stronger communities.

Researched By:

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

Comments:

The Ontario East Municipal Conference (OEMC) kicked off Wednesday morning with opening remarks from TJ Flynn, President, Ontario East, followed by government greetings from:

- **Yasir Naqvi**, Member of Parliament for Ottawa Centre, Parliamentary Secretary to the Minister of International Trade and to the Secretary of State (International Development)
- **Hon. Doug Ford**, Premier of Ontario (video)
- **Hon. Vic Fedeli**, Minister of Economic Development, Job Creation & Trade (video)
- **Warden Bonnie Clark**, County of Peterborough, Chair of the Eastern Ontario Wardens' Caucus (EOWC) (video)
- **Mayor Jeff Leal**, City of Peterborough, Chair of the Eastern Ontario Leadership Council (EOLC)

The program then continued with the Opening Plenary Panel: Dealing with Change – Supporting Manufacturing & Jobs in a New Trade World, and the morning concluded with Laugh it Off with Jessica Holmes, a celebrated comedian, author, and mental health advocate.

Throughout the conference, I attended the following sessions:

- **Beginner’s Guide to Effective Fund Proposals | First Impressions Community Exchange Program** - offered practical strategies for preparing strong funding applications and highlighted the benefits of the FICE program in building community and visitor engagement.
- **Maximizing AI Impact in Local Government: From Strategy to Implementation** - provided valuable insight into how municipalities can responsibly adopt AI, from planning to implementation, to improve efficiency and service delivery.
- **Land(Un)Locked: Using Spatial Analysis to Unlock the Potential of Underused Public Lands** - demonstrated how data and mapping can help identify opportunities for development and maximize the use of public lands.
- **Facilitating Economic Development and Evidence-based Decision Making for Rural Communities** - explored approaches to better use data and research in guiding rural economic development strategies.
- **Tourism is Big Business in Eastern Ontario! Regional Tourism Organization (RTO) Update** - highlighted the significant role tourism plays in the regional economy and provided updates on initiatives that can benefit local communities.
- **Preserving our Past: Navigating the Changes to the Ontario Heritage Act Through Partnership** - explained recent legislative changes to the Act and stressed the importance of collaboration in protecting and promoting heritage assets.

Attending OEMC was an excellent opportunity to gain valuable insights, explore innovative ideas, and strengthen professional connections. The sessions provided practical tools and strategies that can be applied in our own community, while networking with colleagues and industry experts allowed for the exchange of experiences and best practices. In addition, the exhibitor hall showcased a wide range of resources, services, and solutions that support economic development and municipal growth, making the overall experience both informative and highly beneficial.

Financial Impact:

Registration Fee: \$808.99

Conference Advance: \$270.15

Accommodations: \$737.91

Total: \$1,817.05

All amounts listed include HST at 1.76% only (being the non-recoverable portion)

Strategic Implications:

Vibrant and Inclusive Community and Economic Prosperity

To: Mayor and Members of Council
From: Darwyn Sproule, Public Works Manager, P. Eng.
McKenzie Millar, Technical Services Officer
Approved by: Corey Klatt, Chief Administrative Officer
Date of Meeting: 10 Oct 2025
Re: Community Emergency Preparedness Grant (CEPG) Round 3 2025-2026

Recommendation:

Be It Resolved That Council receives for information the Public Works Manager's Administrative Report entitled "Community Emergency Preparedness Grant (CEPG) Round 3 2025-2026";

And That Council directs the Public Works Manager to proceed with the Application for the Community Emergency Preparedness Grant for two (2) Mobile Communication Towers (Portable Changeable Message Signs);

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

Background:

On September 16, 2025, the Ontario Government announced they are expanding support for local emergency readiness with a third round of funding for the Community Emergency Preparedness Grant (CEPG). This additional \$5 million investment will help increase local resilience and provide communities and organizations with the resources and equipment they need to prepare for natural disasters and emergencies. The CEPG is part of the government's three-year, \$110 million investment to strengthen emergency preparedness in Ontario, providing communities with the resources they need to stay safe, practiced and prepared. The deadline to apply is October 28, 2025, at 5 pm (EST)

Researched By:

McKenzie Millar, C.Tech, rcji BCIN - Technical Services Officer

Comments:

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

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

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

The Assessment criteria includes:

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

The grant can be used for :

- Capital Equipment, (mobile communication towers (portable changeable message signs), generators)
- Operating Equipment, (chain saws, water pumps, radios, drones, etc.)
- Operating Categories
 - Supplies,
 - Training,
 - Services

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

The mobile communication towers (portable changeable message signs) will be utilized by the Fire Department and or Roads Department to identify road closures, detours, hazardous conditions, manage emergency scenes, crowd management etc.

Financial Impact:

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

- Two (2) Mobile Communication Towers (Portable Changeable Message Signs)

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

The two (2) Mobile Communication Towers will be added to our inventory as a Capital Asset and incorporated into our Asset Management Plan and Funding calculations.

To: Mayor and Members of Council
From: Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M.
Darwyn Sproule, Public Works Manager, P. Eng.
Approved by: Corey Klatt, Chief Administrative Officer
Date of Meeting: 10 Oct 2025
Re: Memorandum of Understanding - Ontario Federation of Snowmobile Clubs - District 2 - Mazinaw Power Line Snowmobile Club

Recommendation:

Be it Resolved That Council receives for information the Public Works Manager and Clerk/Planning Manager's Administrative Report entitled "Memorandum of Understanding - Ontario Federation of Snowmobile Clubs - District 2 - Mazinaw Power Line Snowmobile Club";
And That Council will consider a By-law later in the meeting to sign the Memorandum of Understanding.

Background:

The Township has had a Memorandum of Understanding (MOU) with the Ontario Federation of Snowmobile Clubs (OFSC) and/or the Mazinaw Powerline Snowmobile Club for many years. On December 15, 2014, Council entered into a Licence Agreement with the Mazinaw Powerline Snowmobile Club for the use of Township property.

Researched By:

Darwyn Sproule, Public Works Manager
Tara Mieske, Clerk/Planning Manager
Kelly Watkins, Treasurer

Comments:

On May 23, 2025 Township staff received a request from the OFSC, District 2 & 3 Administrative Office requesting the Township consider a new Memorandum of Understanding with Central Eastern Area Snowmobile Region (CEASR). A copy of the proposed Agreement is attached for Council's consideration.

The request is to use Township road allowances where the snowmobile trail runs along Road 506; along Skootamatta Lake Road and Quakenbush Road and several road crossings. The details are included in the appendix of the Agreement which includes the legal description and mapping showing the locations.

We have not identified any operational issues related to the trail/road crossings.

Insurance Requirements - The Agreement includes the insurance required of \$15M liability and to provide a Certificate of Insurance with the Township added as Additional Insured.

Financial Impact:

None.

Strategic Implications:

Vibrant and Inclusive Community - Increased 4 season tourism/recreation opportunities and Continued provision of safe, efficient and enhanced recreational facilities, trails and parks.

Attachments:

[OFSC Agreement](#)

**MEMORANDUM OF UNDERSTANDING (MOU)
PRESCRIBED SNOWMOBILE TRAIL LAND USE PERMISSION**

I, The Corporation of Township of North Frontenac, being the owner and/or occupier (hereinafter the "Landowner") of the legally described lands below, hereinafter the "Lands",

<i>Address including lot #, concession # and/or other legal description.</i> See attached Addendum	<i>Township, County, District, Region, Municipality. Include all that apply.</i> North Frontenac
--	--

hereby gives the CEASR District 2, hereinafter the "Local Snowmobile Club" and/or "LSC", a license to enter onto, and access, the Lands on the following terms and condition:

1. The term of this MOU is from December 1, 2025 to April 30th annually.
2. The LSC shall remain a member in good standing with the Ontario Federation of Snowmobile Clubs (OFSC) during the term of this MOU. At the Landowner's request, the LSC will provide its current OFSC Certificate of Insurance (COI).
3. The Landowner grants a license to the LSC so the LSC can enter the Lands to establish, groom, maintain, sign and use the Lands for snowmobiling by legally permitted snowmobiles and their riders.
4. The LSC will provide liability insurance of \$15,000,000.00 through an OFSC-held insurance policy (the "OFSC Insurance Policy" or "OFSCIP") for liability arising from the grooming, operation, use and maintenance of the snowmobile trail but only with respect to the negligence of the LSC for those operations usual to a snowmobile trail. The Landowner's signature on this MOU confirms its coverage provided that the Landowner charges no fee to use the Lands.
5. The Landowner will be added as an additional insured under the OSFCIP but only with respect to liability arising from the operations of the named LSC. Coverage will be extended to the Lands through an insurance policy held by the OFSC and its member organization snowmobile club. The OFSCIP does not cover the Landowner's willful misconduct and/or negligence.
6. The Landowner and LSC have each initialed a sketch or map of the Lands attached as "Schedule 'A'" to this MOU.
7. Before or after the winter months when there is no snow cover, the LSC may access the Lands to open, close, upgrade and maintain the snowmobile trail.
8. During the winter months the LSC shall maintain that portion of the Lands used as a snowmobile trail in reasonably good condition for snowmobiling and the LSC may also perform other upgrades and/or trail maintenance or other similar works or projects.
9. The LSC shall post snowmobiling signage on the snowmobile trail and annually remove litter from the snowmobile trail.
10. If valid permitted and exempted snowmobiles and their riders damage property on the Lands used for snowmobiling, the LSC will repair or replace the damaged property.
11. The Landowner authorizes the LSC's or OFSC District's representative(s) to be its agent(s) to cooperate with local law enforcement agencies' efforts to supervise and enforce the uses of the Lands permitted by this MOU under the *Trespass to Property Act*, R.S.O., 1990 C. T.21, the *Motorized Snow Vehicles Act*, R.S.O. 1990 c. M.44 and the *Occupiers Liability Act*, R.S.O. 1990 c. O.2, all as amended.
12. Either party may terminate this MOU by providing at least 60 days' prior written notice to the other party as listed below.
13. Additional Conditions:

LANDOWNER/OCCUPIER

<i>Name</i> The Corporation of the Township of North Frontenac	<i>Email</i> clerkplanning@northfrontenac.ca
<i>Address</i> 6648 Road 506, Plevna ON K0H 2M0	<i>Phone</i> 613-479-2231

LOCAL SNOWMOBILE CLUB

<i>Name - Club Contact</i> Carrie Shaw, District 2 Administrator	<i>Phone</i> 647-993-6750	<i>Email</i> ofscscarrie2d3@gmail.com
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Landowner Signature: _____

Date: _____

Club Signature: _____

Date: _____

Schedule A Attachments:

- sketch and/or
- map

Privacy Policy: Personal information provided on this form will only be used for purposes related to this agreement.

MOU Form: 04-2024

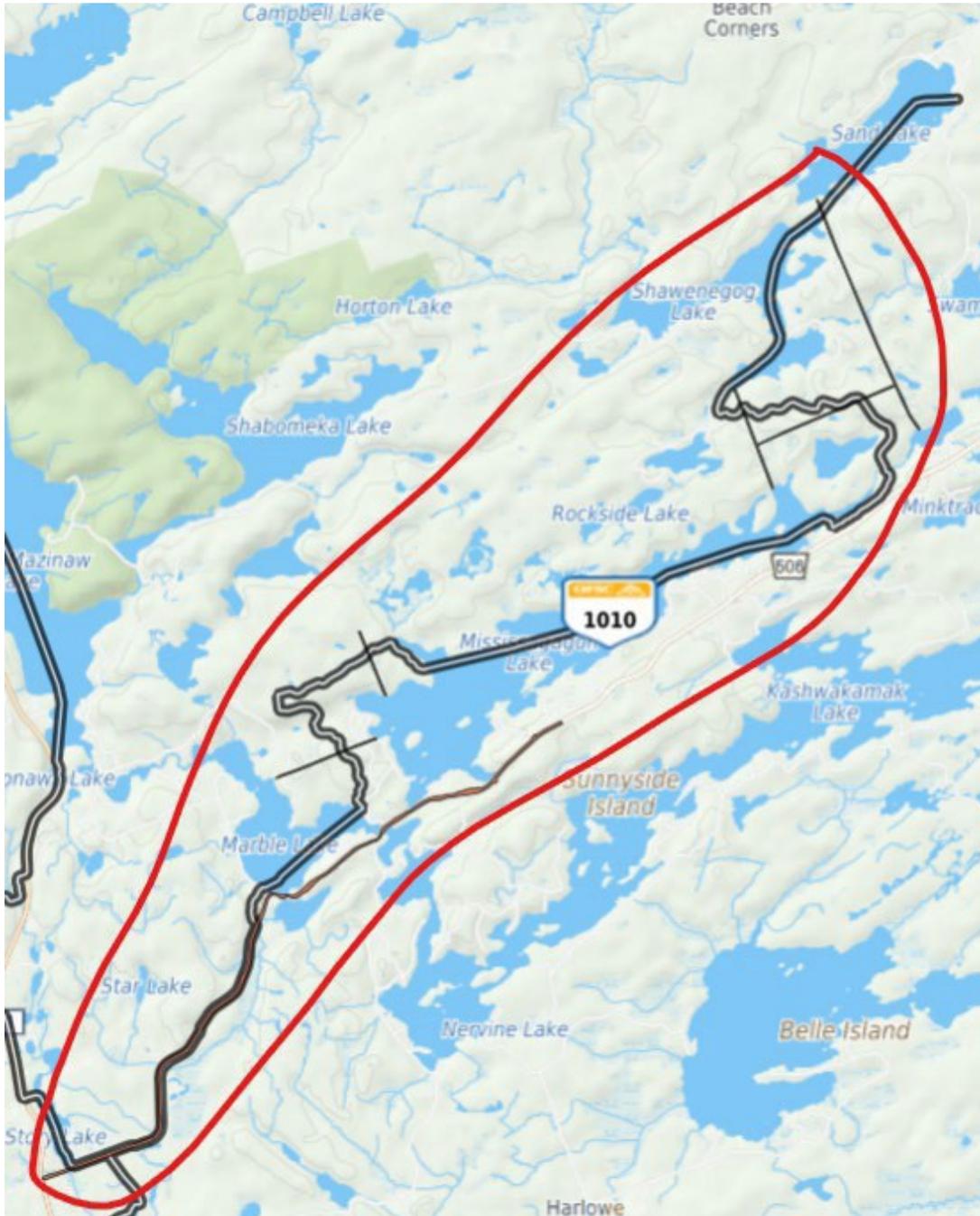
APPENDIX A
Right of Use and Maintenance Agreement – Township of North Frontenac

Central Eastern Area Snowmobile Region (CEASR)
OFSC District 2 – Mazinaw Power Line Snowmobile Club

Club	Trail #	Description of Trail Use	Concession/ Lot#
Mazinaw	1010	Road crossing	PT LT 28 CON 7 BARRIE PT 1, 13R15970; NORTH FRONTENAC
	1010	Road crossing	RDAL BTN TWP OF CLARENDON AND TWP OF BARRIE LYING N OF MISSISSAGAGON LAKE AND S OF RDAL IN FRONT OF SAND LAKE; NORTH FRONTENAC
	1010	Road crossing	RDAL BTN LT 5 AND LT 6 CON 10 BARRIE; RDAL BTN LT 5 AND LT 6 CON 11 BARRIE BTN SHAWENEGOG LAKE & MISSISSAGAGON LAKE; NORTH FRONTENAC
	1010	Road crossing	RDAL BTN CON 10 AND CON 11 BARRIE BTN RDAL BTN LT 5 AND LT 6 & RDAL BTN TWP OF BARRIE & TWP OF CLARENDON; NORTH FRONTENAC
	1010	Road crossing	PT RDAL BTN LT 20 AND LT 21 CON 10 BARRIE LYING N OF THE SHORE RDAL ALONG MISSISSAGAGON LAKE AND S OF THE ELY EXTENSION OF THE SLY LIMIT OF THE N 1/2 OF LT 21 CON 10; NORTH FRONTENAC
	1010	Road crossing	RDAL BTN CON 8 AND CON 9 BARRIE ABUTTING LT 22-25; NORTH FRONTENAC EXCEPT FORFEITED MINING RIGHTS, IF ANY
	1010	Trail runs on road allowance along Road 506 to services	PT RDAL BTN LT 10 AND LT 11 RANGE B BARRIE; PT LT 10-11 RANGE B BARRIE; PT RDAL BTN CON 4 AND CON 5 BARRIE ABUTTING LT 33, 34 & 35; PT LT 35 CON 4 BARRIE; PT LT 35 CON 5 BARRIE; PT LT 34 CON 4 BARRIE; PT LT 34, 33, 32, 31 CON 5 BARRIE; PT LT 32, 31 CON 6
	1023	Road crossing	RDAL BTN LT 35 AND LT 36 RANGE 2 BARRIE; RDAL BTN LT 35 AND LT 36 RANGE B BARRIE BTN FR225136 & FR223997; NORTH FRONTENAC
	E101	Road Crossing	RDAL BTN TWP OF ANGLESEA AND TWP OF BARRIE LYING E OF CENTRELINE & N OF FR225136; AKA ADDINGTON RD; NORTH FRONTENAC
	E101	Road crossing	RDAL BTN TWP OF ABINGER AND TWP OF BARRIE LYING S OF THE CENTRE LINE BTN ADDINGTON RD & WLY LIMIT OF FR225136; NORTH FRONTENAC
	E101	Trail runs along Addington Rd to Skootamatta Lake Road	RDAL BTN TWP OF ANGLESEA AND TWP OF BARRIE LYING E OF THE CENTRE LINE, N OF RDAL BTN LT 25 & 26 RANGE B & S OF FR225136; SECONDLY: PT LT 27 RANGE B BARRIE BEING A FORCED RD; AKA ADDINGTON RD; NORTH FRONTENAC
	E101	Road Crossing	RDAL BTN TWP OF ANGLESEA AND TWP OF BARRIE BEING THAT PT LYING E OF CENTRE LINE OF SAID RDAL & LYING N OF PT 1, FR225136 WHERE IT CROSSES PT LT 17, RANGE B & LYING S OF WLY EXT OF SLY LIMIT RDAL BTN LTS 25 & 26, RANGE B BARRIE; AKA ADDINGTON RD; NORTH FR

	E101	Road Crossing	RDAL BTN LT 35 AND LT 36 RANGE B BARRIE BTN ADDINGTON RD & FR225136; NORTH FRONTENAC
	E	Road Crossing	RDAL BTN CON 2 AND CON 3 MILLER ABUTTING LOTS 31 TO 40; NORTH FRONTENAC
	E	Road Crossing	RDAL BTN LT 35 AND LT 36 CON 1 MILLER; RDAL BTN LT 35 AND LT 36 CON 2 MILLER; NORTH FRONTENAC
	E	Road Crossing	E 1/2 RDAL BTN TWP OF ABINGER AND TWP OF MILLER ABUTTING LOTS 31 TO 40 CON 1 MILLER TWP; NORTH FRONTENAC
	E	Road Crossing	E 1/2 RDAL BTN TWP OF ABINGER AND TWP OF MILLER ABUTTING LOTS 24 TO 30 CON 1 MILLER; NORTH FRONTENAC
	E	Trail runs along Quackenbush Rd	PT LT 36-37 CON 3 MILLER BEING A FORCED RD THROUGH LYING E OF FRONTENAC RD; NORTH FRONTENAC

Trail 1010



Trail 1023



Trail E101



E Trail





Committee of Adjustment Minutes

1:00 PM - Monday, August 25, 2025
Council Chambers

Present: Garry Wood, Chair; Carl Tooley, Member; Jim Ogilvie, Member; and Brent Smith, Alternate Member

Also Present: Tara Mieske, Secretary/Treasurer, Dmitry Kurylovich, Project Manager/Senior Planner, County of Frontenac; Councillor Roy Huettl (Council Liaison); Brooke Drechsler, Deputy Clerk/Assistant to the Planning Manager; and Marnie Geerlinks, Administrative Assistant to the Clerk's Department

1. Call to Order

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

2. Traditional Land Acknowledgement

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

3. Approval of Agenda

a) *August 25, 2025*

33-25 Moved by Carl Tooley, Seconded by Jim Ogilvie

Be It Resolved That the Committee approves the Agenda dated August 25, 2025, as circulated.

Carried

4. Disclosure of Pecuniary Interest and General Nature Thereof

a) *Declarations*

Brent Smith, Alternate Member, declared a pecuniary interest in Item 10(b): File #A08/25 - 1053 High Rocks Lane.

Carl Tooley, Member, declared a pecuniary interest in Item 10(c): File #A10/25 - 1033 Waterworth Lane.

5. Delegations

None.

6. Adoption of Minutes

a) *Minutes of Meeting held July 28, 2025*

34-25 Moved by Jim Ogilvie, Seconded by Carl Tooley

Be It Resolved That the Committee adopts the Minutes of a Meeting held July 28, 2025, as circulated.

Carried

7. Business Arising Out of Minutes

None.

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

None.

9. Consent Application with Minor Variance Application

a) *Minor Variance File #A09/25 and Consent Application #B12/25: Part of Lot 23, Concession 7 (2468 Highway 506 and 2458 Highway 506)*

Mike Hage, applicant, was present for the meeting.

Dmitry Kurylovich, Senior Planner with the County of Frontenac, provided an overview of the application for the creation of a new lot with a reduced area. He advised the area of the subject property is 2.1 acres with approximately 670 feet of frontage onto Road 506 and approximately 246 feet of frontage onto Myers Cave Road. He noted the proposed severed lot will have an area of 1.1 acres with approximately 195 feet of road access onto Road 506 and approximately 246 feet of frontage onto Myers Cave Road; and that the proposed retained lot will have an area of 1.0 acres with approximately 475 feet of road access on Road 506.

Kurylovich advised the subject lots were considered lots of record; however the lots inadvertently merged on title. He noted this type of merger typically happens when lots share a property line; are owned by the same person(s); and were created outside the land division process under the Planning Act.

The Planner advised the issue of the inadvertent merger was discovered during the sale of the retained lot. He advised the lots had separate Property Identification Numbers (PINs) and Assessment Roll Numbers (ARNs); and appeared to be two separate lots. The pending sale triggered a search in Ontario Land Registry which uncovered the merged lots.

Kurylovich advised both lots are serviced with Class 4 systems; with a permit for a septic system issued by South Frontenac in 2023 (septic approval authority at that time) for the barn conversion on the eastern lot. He noted there were no hazards observed on the property, therefore formal comments from the Conservation Authority were not required.

Kurylovich advised the proposed lots are required to meet all the provisions as a new lot, despite the lots being inadvertently merged. He noted the following:

- both lots have frontage on Township roads (Road 506 and Myers Cave Road);
- both lots are serviced or capable of being serviced;
- the western lot has a well, while the eastern parcel requires well and water service.

Kurylovich recommended approval of the applications subject to the conditions included in the planning report. He noted a condition for a road widening for the eastern parcel had been included; however recommended the Committee consider changing the condition to allow the applicant to enter into an agreement with Township to provide the road widening requirement within two years. He also recommended the Committee consider waiving the park levy fee because of the technical nature of the application.

Garry Wood advised he attended the site on July 23, 2025. He noted the property on the eastern side slopes towards the rear with a hydro line through the lot. He advised the property on the western side is well treed and there does not appear to be any obvious connection between the parcels. Wood advised he is satisfied with the applications as proposed and the conditions included in the planning report. He recommended approval of the applications.

Carl Tooley asked if the two lots had been surveyed. Kurylovich advised both lots were surveyed. Wood asked how many units have been included in the barn. Mr. Hage advised there are two units (a 6 bedroom house, a 2 bedroom apartment and a storage area).

Marnie Geerlinks advised there were no comments from the public.

35-25 Moved by Carl Tooley, Seconded by Jim Ogilvie

Be It Resolved That Minor Variance Application File #A09/25, requesting the following:

- a Reduced Area of a Proposed New Lot and the Retained Lot; and
- A reduced setback for the existing dwelling on the proposed new lot from the front lot line;

shall be approved subject to the conditions noted in the Planning Report:

And That the Secretary shall forward a copy of the Notice of Decision to the Applicant and each person or public body that made a written request to be notified, and any other person or public body prescribed by September 4, 2025.

Carried

36-25 Moved by Jim Ogilvie, Seconded by Carl Tooley

Be It Resolved That Consent Application File #B12/25 for the creation of a New Lot shall be approved subject to the conditions noted in the Planning Report and including the following conditions:

- Change Road Widening Condition to an Agreement to be completed within two years
- Remove the requirement for Park Levy

And That the Secretary shall issue the Notice of Decision by September 4, 2025;

And That the Secretary shall forward the Notice 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;

And That all conditions shall be completed within a period of two year after Notice of Decision was given under subsection 53(15) or 53(24) of the *Planning Act*.

Carried

10. Minor Variance Applications

- a) ***File #A07/25: Part of Lot 23, Concession 6, Block A, Registered Plan 1090 Geographic Township of Barrie (1062 Big Mountain Lane) -Minor Variance for Oversized Dock***

Scott Scaletta, applicant, was present for the application.

Dmitry Kurylovich, Senior Planner with the County of Frontenac, provided an overview of the Minor Variance application to permit an oversized dock. The applicant is proposing to remove the roof of an existing boat port with an area of 55 square metres; remove the existing 30 square metre sun dock; and remove the existing dock with an area of 26 square metres attached to the boat port.

Kurylovich advised the Official Plan designation of the property is Waterfront Area and the Zoning designation is Limited Service Waterfront. He advised Section 3.1.2 of the Zoning By-law provides that a dock shall have a maximum area of 25 square metres and a maximum length of 10 metres. He advised the property is currently developed with a one storey dwelling, a Class 4 septic system, a boat house, the sun dock and the dock (subject to the application).

Kurylovich advised the application was reviewed by Mississippi Valley Conservation Authority (MVCA), who advised they had no objections to the proposed development; however they recommended the shoreline be revegetated to reduce the potential for shoreline erosion. Kurylovich noted a permit for the dock will be required from MVCA if the Committee approves the Minor Variance application.

Kurylovich advised neighbouring residents expressed concerns regarding the length of the proposed dock as it may create a navigation hazard for swimmers, kayaks, canoes,

etc. Kurylovich noted the proposed dock is longer than neighbouring docks; however it does not meet the threshold for being considered a hazard.

Kurylovich noted the application was considered using the four tests under the Planning Act. He noted the removal of the two existing docks will result in a decrease of the total dock area on the subject property. With the removal of the relatively wide sun dock, the total developed area along the shoreline will be reduced. Additional native vegetative plantings are recommended along the shoreline to mitigate impact of runoff from the maintained lawn portion of the lot.

Kurylovich advised the Planning Justification Report submitted with application provided adequate analysis and justification of the proposed development. Kurylovich recommended approval of the Minor Variance application subject to the conditions included in the Planning Report.

Wood advised he attend the site on July 25, 2025. He noted the property has a gentle slope. He advised the waterfront area has an existing boat house and numerous docks with little vegetation. He asked if the seadoo docking area is considered a dock under the Zoning By-law. Kurylovich confirmed it is considered a dock.

Ogilvie asked how far a dock is permitted to extend into a waterway. Kurylovich advised a dock can have a maximum length of 10 metres, with the applicant requesting a length of 13.8 metres. He noted there appears to be enough distance between shorelines to reduce any navigational impact. Wood noted he observed boat traffic during his site visit and the length of the dock does not appear to have any impact.

Wood asked if a condition for revegetation of the shoreline could be included. Wood asked Mr. Scaletta if he would be supportive of the revegetation of the shoreline. Mr. Scaletta noted he has planted a few trees on the property. Wood noted a vegetative buffer would be very beneficial in the mitigation of shoreline erosion. Kurylovich noted MVCA can provide information regarding revegetation with native species. The Committee requested the area where the sun dock is being removed be revegetated as a condition of the variance.

Wood asked if the seadoo dock area was included in the calculation. Kurylovich advised there was nothing in the Planning Justification Report to justify the seadoo dock area. Wood noted he understands the purpose of the seadoo dock is to reduce the potential for damage to occur on the boats and seadoos. He advised he would like to include the double seadoo dock in addition to the oversized dock. Scaletta asked if the seadoo dock would be attached to the oversized dock. Wood advised the seadoo dock could be attached to the dock or the boathouse.

Ogilvie asked how much square footage could be added to the dock. Kurylovich advised the Official Plan does not specifically address the area of shoreline being used for waterfront structures and does not speak to damage to boating equipment. He advised

the Zoning By-law addresses the permitted area and length and docks on the shoreline. He advised that when the additional seadoo area is considered in addition to the oversized dock, the resulting area is more than twice what is permitted. He advised it is his opinion the four tests under the Planning Act are being met with the proposed oversized dock. He advised if an additional docking area is being proposed, he would have to reconsider the application and his recommendations.

Wood advised that for the purpose of safety, he believes the four tests are being met with the inclusion of the seadoo dock area and noted a few square metres of docking on the side will not affect anyone. He noted the total area of the proposed dock and seadoo dock keeps with the characteristics of other docks in the area. The Committee agreed to include the seadoo dock in the variance being requested.

Geerlinks advised there were no comments from the public.

37-25 Moved by Carl Tooley, Seconded by Jim Ogilvie

Be It Resolved That Minor Variance Application File #A07/25, requesting an increase in the permitted area and length of a dock shall be approved subject to the conditions noted in the Planning Report;

And That one double Seadoo dock is permitted to remain attached to the approved dock and shall not exceed the length of the dock;

And That the area where the sun dock is located shall be revegetated with natural vegetation;

And That the dock reconstruction shall be completed by December 31, 2025;

And That the Secretary shall forward a copy of the Notice of Decision to the Applicant and each person or public body that made a written request to be notified, and any other person or public body prescribed by September 4, 2025.

Carried

b) ***File #A08/25: Part of Lot 20, Concession 7, Geographic Township of Barrie (1053 High Rocks Lane) - Request for Permission to Expand Non-Complying Structure***

Brent Smith, Applicant, and Russ Gregory, Agent, were present for the hearing.

Dmitry Kurylovich, Senior Planner with the County of Frontenac, provided an overview of the application to expand the footprint of a legal non-complying structure and add a partial second storey. He noted the existing dwelling is located on a rock outcrop approximately 5 metres from Mississagagon Lake.

Kurylovich advised the Official Plan designation of the property is Waterfront Area and Rural; and that the Zoning By-law designation is Limited Service Waterfront/Limited Service Rural. He noted the property is developed with a dwelling, a septic system and an accessory structure.

Kurylovich advised the applicant is proposing to rebuild the existing dwelling in the

current footprint with the following additions:

- 40 square metre garage addition on the southeastern side of the dwelling
- 8.92 square metre addition between the garage addition and the existing dwelling
- 7.4 square metre addition to the south side of the dwelling
- 5.6 square metre covered porch on the south side of the dwelling
- 4.65 square metre covered porch in the corner of the dwelling and attached garage side of the existing footprint
- 20.07 square metre covered porch/deck on the north side of the dwelling (will reduce the waterbody setback by 1.3 metres)
- 7.4 square metre second story overhang above the covered porch/deck
- 20.1 square metre covered terrace/porch on the southwest side of the dwelling as an addition to the existing wood deck.

Kurylovich advised a Slope Stability Assessment of the proposed development was provided and was peer reviewed by Mississippi Valley Conservation Authority. Their office advised they have no concerns with proposed development provided the mitigation measures indicated in the report are adhered to.

Kurylovich noted the existing birch trees on the waterside of the dwelling may have to be removed due to the proposed development.

Kurylovich advised a septic assessment will be required to ensure the current septic system is functioning property; and that this will be done as part of the building permit process. In his opinion, the proposal meets the Planning Act and recommended approval subject to the conditions included in the planning report.

Tooley advised he attended the site on August 15, 2025; and the applicant was present. He noted the Slope Stability Assessment advised the slope is stable and will support development. He recommended approval of the application subject to the conditions included in the planning report.

Ogilvie noted the number of bedrooms were not included in the application. Smith (property owner) advised the dwelling will remain a 3 bedroom home; and that the existing septic system was designed for a three bedroom home. Smith noted the terrace was previously covered with a roof, which was removed due to safety concerns. He advised the proposed overhang is less than what was originally there.

Tooley advised he is concerned with the identified square footage as he doesn't want an issue between the Committee's decision and the building permit. Kurylovich advised he can only speak to the proposed footprint, not the gross floor area. He advised his recommendations are based on each individual addition and the square footage. He noted there shouldn't be any issues as long as the building drawings provided with the building permit application match what is approved by the Committee. Gregory (agent) advised the living space on the first storey is 1700 square feet, with 1200 square feet as the second storey. He advised there shouldn't be any future changes provided the

Committee is agreeable to the proposed development. Tooley noted the original notice from the Township states the proposed development is 2200 square feet, which is footprint (not gross floor area). Kurylovich advised that when the area of the proposed additions are added to the existing footprint, this brings the total area to approximately 2200 square feet.

Geerlinks advised there were no comments from the public.

38-25 Moved by Jim Ogilvie, Seconded by Carl Tooley

Be It Resolved That Planning Application File #A08/25, a request for permission to expand a legal non-conforming/non-complying structure, shall be approved subject to the conditions noted in the Planning Report;

And That the Secretary shall forward a copy of the Notice of Decision to the Applicant and each person or public body that made a written request to be notified, and any other person or public body prescribed by September 4, 2025.

Carried

- c) ***File #10/25: Part of Lot 30, Concession 13, Geographic Township of Clarendon (1033 Waterworth Lane) - Request for Reduced Setback from wetland area***

Brent Smith, Alternate Member, sat as a Committee Member for this application.

Carl Tooley, applicant, was present for the hearing.

Dmitry Kurylovich, Senior Planner with the County of Frontenac, provided an overview of the Minor Variance application requesting a reduced setback from the boundary of a regulated wetland area. He advised the applicant is looking to open up an area to construct a dwelling and an accessory structure.

Kurylovich advised the property has an Official Plan designation of Waterfront Area; and the Zoning By-law designation is Limited Service Waterfront. He noted the property is approximately 4.54 acres with frontage on Turtle Lake. He advised the property has an area of coastal wetland which provides for seasonal flooding around the shoreline. Kurylovich advised that, due to the required setback from the regulated area, there is a limited development area on the subject property. Kurylovich advised the applicant is looking to reduce the required setback from the boundary of the regulated wetland to create a larger development area.

Kurylovich advised the application was provided to Mississippi Valley Conservation Authority (MVCA) for review and comment. He advised MVCA did not provide support or denial of the application; however their office acknowledged the proposed development area and requested further information regarding the septic system installation. Kurylovich advised if all regulatory setbacks are met (setback from high water mark and interior lot lines), the development envelope is approximately 0.07 hectares and the site conditions would have to be optimal for siting of a dwelling, septic system and accessory

structures.

Kurylovich advised approval of the Planning application will provide up to a 15 metre setback to the regulated wetland area; however MVCA can increase that setback during their permit process as the Minor Variance does not override the MVCA permitting process.

Kurylovich advised the development should be considered in the context of the overall area. The waterbody currently supports thirteen lots, most of which are already developed and smaller than the subject property. As the remaining lots are vacant and large and accessed by a private lane, the development in the area is limited. He advised the application meets the four tests under Section 45(1) of the Planning Act and recommended approval of the application subject to the conditions included in the Planning Report. He noted the approval of the Minor Variance only applies to the proposed dwelling and accessory structures.

Smith advised he attended the site on August 15, 2025, and that the required marking cards were posted. He noted the proposed building envelope was well marked. He advised the proposed development could be shifted further from the regulated wetland area; however this would have a greater impact on the existing vegetation. Smith recommended approval of the application subject to the conditions included in the Planning Report.

Ogilvie noted that MVCA's policies cannot be overridden by the Minor Variance decision. Kurylovich confirmed this. He advised it can be difficult for agencies to evaluate a paper development proposal.

Tooley advised he spoke with MVCA and advised that he wanted to create a building envelope for a future buyer; however MVCA would not evaluate the proposal without a site plan. He noted permits are non-transferable and only valid for two years.

Wood noted the Committee could approve the proposed building envelope; but MVCA could deny the permit. Kurylovich noted it is common for a property owner to facilitate the permit process from the MVCA during the sale of a property. He advised the role of the Committee is to meet the intent of the Official Plan and Zoning By-law when evaluating a proposed development. He noted paper exercises are difficult for the Township, planning staff and Committee to evaluate.

Susan Rush, a neighbouring property owner, noted she supports the application and has concerns if the development is further from the wetland there will be removal of vegetation which creates a buffer area between her property and the subject property; potential issues with the septic installation; and negative impacts on the waterbody.

Wood asked the applicant to clarify their intent with the property. Tooley advised the provided site plan shows an area outlined in red which is 15 metres from the wetland

area and 30 metres from the waterbody. He advised development within this area would require minimal vegetation to be removed. He noted if the setback is increased, this would result in a loss of vegetation and potentially devalue the property. Mr. Tooley advised MVCA asked for location and specifications of the septic system; however he advised their office the system will be outside the 30 metre setback to the wetland area.

Wood noted this appears to be a two step process to get approval from MVCA; if the applicant is successful in obtaining a Minor Variance, potential buyers can be provided the decision of the Committee. However, Wood noted a permit is still required from MVCA for development.

Ms. Rush asked if the buyer is required to building within the envelope set out in the decision. Kurylovich advised a potential buyer can build outside the 30 metre setback to the wetland area and the waterbody; however the location of a septic system will dictate further development of the property.

Geerlinks advised there were no further comments from the public.

39-25 Moved by Brent Smith, Seconded by Jim Ogilvie

Be It Resolved That Minor Variance Application File #A10/25, requesting a reduced setback for a dwelling and an unattached garage from a regulated wetland area, shall be approved subject to the conditions noted in the Planning Report;

And That the Secretary shall forward a copy of the Notice of Decision to the Applicant and each person or public body that made a written request to be notified, and any other person or public body prescribed by September 4, 2025.

Carried

d) File #A11/25: Lot 2, Plan 1322, Geographic Township of Miller (1154 Haffie Lane) - Request for Permission to Expand Non-Complying Structure

Chris Shail, applicant, attended the meeting electronically.

Dmitry Kurylovich, Senior Planner with the County of Frontenac, provided an overview of the application to expand a legal non-complying structure with two additions:

- a 22 square metre sunroom over top of the existing deck; and
- a 10 square metre deck addition to square off the west side of the deck.

Kurylovich advised the property has an Official Plan designation of Waterfront Area; and is zoned Limited Service Waterfront. He advised the property is developed with a dwelling and a Class 4 septic system. He noted the applicants recently removed half of the deck on the east side of the dwelling. He advised the Planning Report recognizes the deck as existing and being replaced in the future.

Kurylovich advised the sunroom addition will be inline with deck. He noted the applicant

changed the proposed width of the sunroom from 14 feet to 12 feet due to the location of existing trees. He advised that due to slope of property, the trees are well established with a large root system and are important to stabilize the ground. He noted if the sunroom was 14 feet wide, the trees would have to be removed as they would be hazardous. However the removal of the trees would have a significant impact.

Kurylovich advised the property is not under jurisdiction of a Conservation Authority. He noted the Township's Chief Building Official inspected the location of the proposed development and determined there weren't any concerns with the slope. Kurylovich advised the proposed development meets the two tests under Section 45(2) of the Planning Act and recommended approval subject to the conditions included in the planning report.

Tooley advised he attended the site on August 13, 2025, and the required marking signs were posted. He advised the applicants would like to cover a portion of the deck and add a sunroom to the existing dwelling and that the stairs would be reconfigured. He noted the northern portion of the deck would be 12 feet wide and one small maple tree will have to be removed. He recommended approval of the application subject to the conditions included in the Planning Report.

Geerlinks advised there were no comments from the public.

40-25 Moved by Carl Tooley, Seconded by Jim Ogilvie

Be It Resolved That Planning Application File #A11/25, a request for permission to expand a legal non-conforming/non-complying structure, shall be approved subject to the conditions noted in the Planning Report:

And That the Secretary shall forward a copy of the Notice of Decision to the Applicant and each person or public body that made a written request to be notified, and any other person or public body prescribed by September 4, 2025.

Carried

- e) ***File #A12/25: Part of Lot 6, Range B, Geographic Township of Barrie (1051 Wintergreen Road) - Request for Permission to Expand Non-Complying Structure***

Danielle Kecso, agent, attended the meeting electronically.

Dmitry Kurylovich, Senior Planner with the County of Frontenac, provided an overview of the application for the expansion of a legal non-conforming structure with the applicant proposing to construct an unenclosed, uncovered deck with an area of 30.5 square metres.

Kurylovich advised the property has an Official Plan designation of Rural with a Mineral Aggregate Resource layer; and is zoned Rural. He noted the property has an area of 0.78 hectares with frontage on Wintergreen Road and Nowell Road. He advised the

property is developed with a one storey dwelling, a septic system and an accessory structure.

Kurylovich advised the setback of the existing deck is 4.1 metres from the front lot line, with the setback of the proposed deck being 3.6 metres. He noted the purpose of the required 7 metre setback from the front lot line is to provide separation distance between traffic and development for safety and road maintenance. He noted the setback also creates a buffer between the travelled area of a road and housing. Kurylovich advised the actual separation distance between the travelled portion of the road and the current deck is approximately 10 metres.

Kurylovich advised the Public Works Manager has no concerns with the proposed deck, and advised there area no conflicts with road maintenance. He advised the proposed development meets the two tests under Section 45(2) of the Planning Act and recommended approval subject to the conditions included in the planning report.

Wood advised he attended the site and had similar comments to the Planner. He noted the proposed development does not pose a safety hazard and recommended approval subject to the conditions listed in the Planning Report.

41-25 Moved by Jim Ogilvie, Seconded by Carl Tooley

Be It Resolved That Planning Application File #A12/25, a request for permission to expand a legal non-conforming/non-complying structure, shall be approved subject to the conditions noted in the Planning Report:

And That the Secretary shall forward a copy of the Notice of Decision to the Applicant and each person or public body that made a written request to be notified, and any other person or public body prescribed by September 4, 2025.

Carried

11. Other Business

None.

12. Adjournment

a) *Adjournment of Meeting*

42-25 Moved by Carl Tooley, Seconded by Jim Ogilvie

Be It Resolved That the meeting adjourns at 3:48 p.m. until September 22, 2025, at 1:00 p.m. or at the call of the Chair.

Carried

Mayor

Clerk



Housing Advisory Task Force Minutes

9:00 AM - Wednesday, September 10, 2025

Council Chambers

Present: Mayor Gerry Lichty (Chair); Deputy Mayor John Inglis; Councillor Wayne Good; Tom Hunter; JP Melville; and Steve Sunderland

Also Present: Kelly Watkins, Dipl.M.A., Dipl.M.M., Treasurer and Brooke Ross, Dipl.M.A., Dipl.M.M., Manager of Community Development (MCD)

1. Call to Order

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

2. Traditional Land Acknowledgement

3. Introductions

4. Disclosure of Pecuniary Interest and General Nature Thereof

None.

5. Housing Advisory Task Force Notes

None.

6. Business Arising

None.

7. New Business

a) Terms of Reference

The Housing Advisory Task Force reviewed the draft Terms of Reference and recommend these be considered for approval by Council.

[2025-2026 - HATF Terms of Reference - Sept 10, 2025](#)

b) Meeting Attendance

Mayor Lichty (Chair) reminded members of the Attendance Policy in the Terms of Reference:

Attendance

In order to ensure the efficient and effective operation of the Task Force it is important the Members who have volunteered to participate in the Task Force attend and

participate in Meetings. A Council Member on the Task Force may confidentially report to Council any Task Force Member who refuses or neglects to attend Meetings without just cause. Council may remove that person from the Task Force and appoint another person in their place.

c) Future Meeting Dates

The Task Force set the following future meeting dates:

2025 Meeting Dates

September 10 @ 9am

October 8 @ 9am

November 5 @ 9am

December 10 @ 9am

2026 Meeting Dates

January 14 @ 9am

February 11 @ 9am

March 11 @ 9am

April 8 @ 9am

May 13 @ 9am

June 10 @ 9am

July 8 @ 9am

August 12 @ 9am

September 9 @ 9am

October 14 @ 9am

d) 2025 Work Plan

The Task Force reviewed the draft work-plan and will continue brainstorming and bring the Work Plan back for further discussion at the next Task Force Meeting prior to sending to Council for consideration.

8. Communications

a) Previous Information- EDTF Research

Received by the Task Force for information purposes.

b) Previous Information - Seniors Housing

Received by the Task Force for information purposes.

9. Adjournment

a) Meeting adjourned at 11:05 a.m.

Recommendations to Council

Be It Resolved That Council receives for information the September 10, 2025 Notes of the Housing Advisory Task Force (HATF);

And That Council approves the 2025-2026 HATF Terms of Reference.

Received by Council on October 10, 2025.

Mayor Gerry Lichty, Chair Township of
North Frontenac HATF



Housing Advisory Task Force

(Mandated by the Council of the Municipality of North Frontenac)

Terms of Reference September 2025 – October 2026

Mission: To provide Council with clear, evidence-based information, advice, and recommendations on housing to support informed decision-making and the development of inclusive, attainable, sustainable housing solutions.

Vision: A community where all residents have access to safe, appropriate, and affordable housing options, supported by thoughtful policies and proactive guidance that foster dignity, stability, and long-term well-being.

Mandate: To provide housing related information, advice, and recommendations to Council including advice regarding housing in general, seniors housing, rental housing, housing that is affordable, attainable and facilitates the participation in the economic growth and society of North Frontenac.

Membership:

As appointed by Council on June 12, 2025, the composition of the Task Force shall include:

- Mayor Gerry Lichty
- Deputy Mayor John Inglis
- Councillor Wayne Good

As appointed by Council on June 12, 2025:
Mayor Lichty shall be the Chairperson.

Also, as appointed by Council on August 7, 2025, the composition of the Task Force shall include members of the public as follows:

- Tom Hunter
- JP Melville
- Steve Sunderland

and the following Staff as appointed by the CAO:

- Kelly Watkins, Dipl.M.A., Dipl.M.M., Treasurer; and

- Brooke Ross, Dipl.M.A., Dipl.M.M., Manager of Community Development (MCD) (Recording Secretary)

Tasks and Milestones:

1. Recommendation to Council of appointments for Public Representation. (August 7, 2025).
2. Initial Task Force meeting to discuss a Mission, Vision and Mandate for the Housing Advisory Task Force and draft a Terms of Reference for Council consideration. (Meeting was at the call of the Chair and held on September 10, 2025 at 9:00 a.m. at the Township of North Frontenac Municipal Office Council Chambers, in Plevna).
3. Annual review of these Terms of Reference and Work Plan by the Task Force.

Time Frame and Meetings:

The Housing Advisory Task Force is constituted for approximately one year, commencing on September 10, 2025 and ending October 31, 2026 with the option of continuing meetings at the discretion of Council. Ongoing reports and recommendations will be provided to Council throughout the term of Council. The Task Force will meet once a month or at a frequency to be determined by the Chair, using face-to-face meetings, conference calls and/or electronic correspondence.

Procedural Matters

Open to the Public

All Task Force Meetings shall be open to the public. The Task Force is not permitted to have a Closed Session.

Notice

The appointed Manager(s) shall post the date and time of the Task Force Meetings on the Website and the Municipal Office’s Electronic Sign at least 48 hours in advance of the meeting.

Electronic Participation

Members may participate in Meetings electronically.

Quorum

Although Task Force Membership is non-substituted, Council agrees that it is not necessary to establish the number of Members necessary for a Quorum; however, at least four (4) members, and the CAO or a Manager shall be present and careful consideration will be taken to ensure good representation from the voluntary sector when discussions on key issues take place or recommendations are formulated.

Attendance

In order to ensure the efficient and effective operation of the Task Force it is important the Members who have volunteered to participate in the Task Force attend and participate in Meetings. A Council Member on the Task Force may confidentially report to Council any Task Force Member who refuses or neglects to attend Meetings without just cause. Council may remove that person from the Task Force and appoint another person in their place.

Expert Members and Invited Guests

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

Responsibilities of the Chair

The Chair is responsible for:

- a) Consulting with the appointed Manager(s) on items to be included in the Agenda;
- b) The preservation of good order and decorum throughout Task Force meetings so that business can be carried out efficiently and effectively;
- c) Providing leadership;
- d) Opening the Meeting by taking the Chair and calling the Members to order;
- e) Ensuring the decisions of the Task Force are in conformity with the laws and Bylaws governing the activities of the Township;
- f) Ordering any person or Member in attendance at the Meeting to cease and desist any behaviour which disrupts the order and decorum of the Meeting and to order the person or Member to vacate the Council Chamber/Meeting Room where such behaviour persists; and
- g) Never allowing anyone to publicly criticize identifiable individuals. It is the responsibility of the Chair to ensure that rules of etiquette are observed by those in attendance.

Absence of the Chair

In the absence of the Chair, the Secretary shall call the meeting to order. The Chair shall be chosen from the Council Members present and they shall preside over the meeting.

Voluntary Sector Member Conduct

The Voluntary Sector Members shall:

- a) Be accountable for their accessibility and responsiveness, and to each other, as Members of a team, for participating, collaborating and doing their best to advance the joint process in good faith;
- b) Act with honesty, integrity and openness in advancing matters;

- c) Respect the individual rights, values, beliefs and personality traits of any other person, recognizing that all persons are entitled to be treated equally with dignity and respect for their personal status;
- d) refrain from making statements known to be false or with the intent to mislead the Task Force, Council or the public;
- e) Not use their position on the Task Force to benefit materially from the process or the outcomes;
- f) Not be eligible on an individual basis for contracts or other paid work commissioned by the Task Force or Council, unless the Procurement By-law requirements are met; and
- g) Respect Council and the Task Force's decision-making process even if they disagree.

If a Voluntary Sector Member is in contravention of the above Section, a Member of the Task Force may contact the CAO who will arrange to confidentially report to Council any Task Force Member who is in contravention of the Procedural Policy. Council may direct the Chair to remove that person from the Task Force and appoint another person in their place.

Agenda

The Manager(s) (or CAO in their absence) in consultation with the Chair, shall prepare an electronic Agenda and circulate to all Task Force Members at least five days prior to the Meeting. Additions to the Agenda by Members, individuals or groups will not be accepted by the Manager or Chair after 4:00 p.m. 10 calendar days preceding the Meeting. The business of each Meeting shall follow the order in which it stands on the Agenda unless the Task Force decides to amend the Agenda. Any indisposed matters will be placed on the Agenda for the next Meeting.

Recommendations to Council

Task Force Members will seek to reach consensus wherever possible. If for whatever reason, consensus cannot be achieved, the Task Force Members may agree to a recommendation, through another process, such as voting or permitting dissenting reports.

Recommendations to Council shall be in the form of a Presentation, Administrative Report or written clear recommendations (i.e. identifying options) in the conclusion of the Task Force Notes of the meeting, with supporting documentation. These recommendations, shall be presented as Motions to Council for consideration.

Notes of the Task Force

Task Force Notes shall be drafted by the Secretary and provided to the Task Force Members for approval in principle. Once approved in principle by the Task Force, the Notes will be provided to the Clerk for inclusion in the next Council Agenda for information purposes and consideration of the recommendations. Once the Notes of a Task Force meeting have been received by Council, they shall be posted by the Clerk on the Website.

Sub-Committees

The Task Force may establish a Sub-Committee to deal with a specific task/matter that is specific to a Task Force. Members of the Sub-Committee shall:

- a) Be appointed by the Task Force; and
- b) Make recommendations to the Task Force. Council or the Task Force may disband a Sub-Committee at any time when determined the Sub-Committee's mandate has been met; or the Sub-Committee is no longer required.

Expenses Incurred by Task Force Members

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

Indemnification of Voluntary Sector Members

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

Resignation or Removal of Members

If a Voluntary Sector Member resigns or is removed from the Task Force, Council may appoint a Member from the previous recruitment. The appropriate Manager will contact the selected former applicant(s) regarding their interest in serving on the Task Force and report back to Council in a Closed Session. Council may direct the appropriate Manager to advertise the vacancy of the positions and report back with the applications.

Disbandment

The Task Force shall disband in accordance with the Terms of Reference, unless otherwise approved by Council. Council may also disband the Task Force if in the opinion of Council, the Task Force is no longer required. Council shall pass a Resolution to disband a Task Force.

Accountability:

Council members and Township employees are accountable for their participation on the Housing Advisory Task Force through the normal reporting structure to Council.

Conflict of Interest Guidelines:

Council Members are responsible for complying with the Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50 and the Code of Conduct for Council Members. Employees are responsible for complying with the Township's guidelines and policies on conflict of interest.

Note: This Terms of Reference is worded in accordance with the Township's Procedural By-law, as amended. The Chair will advise the Task Force of any amendments made by Council to the Township's Procedural By-law in regards to Task Forces.



Economic Development Task Force Minutes

6:00 PM - Monday, September 15, 2025
Council Chambers

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

1. Call to Order

The meeting was called to order by the Chair at 6:00 p.m.

2. Traditional Land Acknowledgement

3. Disclosure of Pecuniary Interest and General Nature Thereof

None.

4. Economic Development Task Force Notes

- a) Notes of the August 18, 2025 EDTF Meeting as approved via email and will be received for information at the September 18, 2025 Regular Meeting of Council.

5. Welcome Central Frontenac EDC

Deputy Mayor John Inglis (Chair) welcomed two members of Central Frontenac's Economic Development Committee (EDC) to the North Frontenac Economic Development Task Force meeting. Chris Nelson, Community Services Coordinator and Duncan McGregor, District 3 Councillor for Central Frontenac, reported that they have some exciting new projects in progress and extended an invitation to have a joint Task Force meeting in Sharbot Lake in October, to discuss some potential shared opportunities. Chris Nelson will work with Brooke Ross (MCD) to set a date and create an agenda for this meeting. Chris Nelson and Duncan McGregor thanked the EDTF for the invitation to today's meeting and left the meeting at this time.

6. Business Arising

- a) Welcome Package – Bonello

The MCD advised that Cyndy Bonello will be working on restocking and updating the welcome packages in the next few weeks. The MCD reported that Alyssa Borger,

Economic and Community Development Student, assembled some packages to have on hand in the meantime.

b) Business Dinner & Forum (April) – Vaillancourt, Huetl

The Business Dinner & Forum will take place at the Clar-Mill Community Hall in April 2026. The Business Dinner & Forum sub-committee will plan to meet to discuss this event

c) Business Profiles –Thiel, Huetl, Summer Student

Paul Thiel and Roy Huetl are working on completing a number of Business Profiles in the upcoming months. The MCD reported there are enough Business Profiles completed to last until the January 2026 Council Agenda.

d) National Tradesman Day Breakfast (Sept) – MCD

The MCD reported that the Tradesperson Breakfast took place on Friday, September 12th, 2025 at North of Seven Restaurant 6:00 a.m. to 8:00 a.m. The event was a success with 32 tradespeople from the Township in attendance.

e) Improvement of Township Community Improvement Plan – Inglis, Huetl, MCD

Deputy Mayor Inglis (Chair), Councillor Huetl and the MCD will be meeting with County staff on October 7, 2025 to discuss potential Improvement of the Township Community Improvement Plan. The sub-committee will bring back information from this meeting to the next EDTF meeting for discussion.

f) Bi-annual Business Owners Workshop Meetings – Bonello, Vaillancourt

Cyndy Bonello and Dan Vaillancourt will arrange to meet to discuss the Bi-annual Business Owners Workshop Meetings and will report back to the EDTF at an upcoming EDTF meeting.

g) Attend Three (3) Tradeshows per year – Bonello, Thiel

No update at this time.

h) SummerFest (July) – Bonello, Inglis, Vaillancourt

The sub-committee provided a 2025 Summerfest Debrief to the EDTF members for information purposes.

i) WinterFest (February) – Bonello, Inglis, Hunter

The WinterFest sub-committee will be meeting September 19, 2025 to begin planning this event.

j) Mural Project - MCD

The MCD confirmed that the unveiling of the Round 10 Art Murals will take place at the Volunteer Appreciation Dinner on Wednesday, October 8, 2025 at the Clar-Mill Community Hall.

- k) ATV Trails (including K&P Trail) Opportunities and Promotion – Huetl, Bonello

Deferred to next meeting.

- l) Strengthen relationship with Frontenac County Economic Development Team – County Representatives

Deferred to next meeting as Richard Allen, Manager of Economic Development, County of Frontenac absent.

- m) Advertising Initiatives to improve visitors coming to North Frontenac

Betty Hunter brought in a tent brochure with a QR code as an example of advertising that she learned of at a business meeting she attended in Sharbot Lake. She suggested that this could be provided to all of the Township businesses to display for promotion of a visitor guide of the Township. The EDTF members agreed that this would be an inexpensive advertising option that could be used to improve visitors coming to North Frontenac. The MCD will look into this idea further, for future discussion and possible recommendation to Council.

7. New Business

None.

8. Adjournment

- a) Meeting adjourned at 6:55 p.m.

Recommendations to Council

Be It Resolved That Council receives for information the September 15, 2025 Notes of the Economic Development Task Force (EDTF);

And That Council supports joint Task Force Meetings with Central Frontenac to determine potential opportunities to partner on initiatives and events.

Received by Council on October 10, 2025.

Deputy Mayor John Inglis, Chair,
Economic Development Task Force

Present: Adam Robinson, Occupational Health & Safety Coordinator (OH&SC); Gary Thompson, Waste & Recycling Lead Hand; Alex Surra, Volunteer Fire Fighter; Trina Gorr, Volunteer Fire Firefighter; Geoff Culp, Waste & Recycling Attendant; Marnie Geerlinks, Secretary

Absent with Regret:

1. Call to Order

Robinson called the meeting to order at 9:30 AM

2. Adoption of Meeting Minutes

- a) ***Minutes of the JHSC Meeting dated April 30, 2025 were approved by the Co-Chair and were received for information by the JHSC. Minutes were received by Council at their Regular Meeting May 15, 2025 (Resolution #167-25 attached).***

[#167-25 May 15, 2025](#)

3. Business Arising From Minutes

- a) ***The Worker Representative(s) to bring forward additional amendments to the inspection sheets to be considered. The amendments to be reviewed and discussed prior to being sent to the CAO for consideration.***

It was suggested that the New Worker Representative review the inspection sheets prior to bringing forth proposed amendments. The New Worker agreed to read through the inspection sheets and submit his amendment suggestions.

The Worker representatives conceded to meet to discuss the suggested changes and bring forward the agreed upon suggested amendments to the next JHSC meeting Nov. 11, 2025 for discussion.

A Worker Representative suggested the JHSC Policy be reviewed to confirm that inspection sheets can be amended. The OHSC agreed and will refer to the JHSC Policy to confirm what the process is to amend the inspection sheets.

The OHSC thanked the Worker Representatives for their enthusiasm.

4. New Business

- a) ***Welcome New Worker Representative***

The JHSC welcomed Geoff Culp as the New Worker Representative. We look forward to working with him throughout the future.

b) *Elect Worker Representative Co-Chair*

The OHSC opened the floor to the Worker Representatives to elect a Worker Representative Co-Chair, Trina Gorr was nominated and accepted the position.

c) *Appoint Worker Representative(s) to complete the Mandatory Monthly Workplace Inspections*

Worker Representatives discussed the expectations and process of the Mandatory Monthly Inspections and moving forward will alternate between the two (2) Worker Representatives and the Worker Representative Co-Chair. Prior to completing the Mandatory Monthly Inspection the Worker Representative will contact the OHSC to coordinate using a Municipal Vehicle and receive the applicable forms/keys to be able to complete the inspections. The New Worker Representative has experience completing the inspections, from a previous position as a Worker Representative on the JHSC.

5. Communications

a) *Completed Workplace General Monthly Inspection Discrepancies from May 1, 2025 - July 31, 2025*

May 2025 Discrepancies - Completed
June 2025 Discrepancies - Completed
July 2025 Discrepancies - Completed
Provided to the JHSC for information purposes.

b) *Pending Workplace General Monthly Inspection Discrepancies from May 1, 2025 - July 31, 2025*

July 2025 Discrepancies - Pending
Provided to the JHSC for information purposes.

6. Other Business / Round Table

a) *Suggestion for a designated walkway for staff not wearing safety footwear in the Municipal Garage.*

After the completion of the July 15, 2025 Workplace Inspection at the Municipal Garage, a Worker Representative inquired about a designated walking area to accommodate staff who are not required to wear safety footwear while going to the upstairs office area. The JHSC to review details for consideration.

The Public Works Manager has suggested the following;

1. There is staff accommodating the upstairs general office area, it has been proposed that there is a clearly marked corridor from the Public Works Foreman's office door, around to the bottom of the stairs, providing access to the lunchroom and the upstairs office without the need to wear safety footwear.

2. There are instances when the Public Works Foreman's office is accessed to enter the shop area. It was suggested that a corridor from the Public Works Foreman's office door to the man door at the back of the garage be delineated as an area where safety footwear would not be required.

The JHSC Members discussed both corridor suggestions.

The OHSC stated the main concern is that a staff member needs to frequent this area on a regular basis for access to the downstairs office. Concern was brought up regarding the limited space, especially in the winter, because of trucks and equipment that may impede the ability to have a secure corridor through the garage.

The Worker Representatives agreed that a designated corridor/walkway is a good idea. OHSC requested that the Worker Representatives come forward with any other concerns or comments. He stated the JHSC Policy will be consulted with regards to any legal requirements for the walkway.

The CAO was consulted on the 2 (two) proposals for the delineated corridors.

Proposal 1 (one) was determined to be a good option to permit access and delineate a corridor from the Public Works Foreman's office door, around the bottom of the stairs, providing access to the lunchroom and upstairs office without the need to wear safety footwear.

It was determined that Proposal 2 (two) is not a feasible option because of safety concerns and limited space.

Note: The CAO was consulted on August 28, 2025.

b) *Eye Wash Stations*

A Worker Representative inquired what the policy is on changing the Eye Wash Stations solution.

The OHSC will consult the JHSC Policy or Green book regarding to solution change rates, optimal flow rate and confirm if there are any temperature parameters.

c) *First Aid Kits*

A Worker Representative asked if was necessary to thoroughly inspect all the first aid kits

monthly.

The JHSC Committee members agreed that we will continue to inspect the First Aid kits once a month during the monthly inspections.

d) JHSC Certification 1 & 2

A Worker Representative inquired about the JHSC Certification 1 & 2 and if their training would be grandfathered and that they would not require the mandatory refresher course every three (3) years. The OHSC confirmed that if training occurred before March 1, 2016 then the qualifications are grandfathered. The Worker Representative confirmed they will confirm if they completed their certification prior to March 1, 2026.

The New Worker Representative has expressed interest in completing the JHSC Certification.

e) OHSC Final Remarks

The OHSC thanked everyone for their input and attending the meeting today. He stated he is looking forward to working with the newly elected Worker Representative Co-Chair.

7. Next JHSC Meeting Date

a) November 11, 2025 @ 9:00 a.m. Fire Hall Meeting Room

8. Adjournment

Adjournment 10:16 a.m.

OH&SC Co-Chair

Co-Chair



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

Date: May 15, 2025

Resolution # 167-25

Moved By:

Seconded By:

Be It Resolved That Council receives for information the Minutes of a Meeting of the Joint Health and Safety Committee held April 30, 2025.

Carried

Mayor



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

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

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 # 2025-46

Being a By-law to Authorize the Mayor and the Clerk to Sign a Memorandum of Understanding with Central Eastern Area Snowmobile Region to permit establish, groom, maintain, sign and use Township Lands

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 Central Eastern Area Snowmobile Region for use of Townships Land from December 1, 2025 until the Agreement is terminated by either party in accordance with the Memorandum of Understanding (MOU) and that said MOU 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 **October 10, 2025.**

Read a third time and finally passed this **October 10, 2025.**

Gerry Lichty, Mayor

Tara Mieske, Clerk

**MEMORANDUM OF UNDERSTANDING (MOU)
PRESCRIBED SNOWMOBILE TRAIL LAND USE PERMISSION**

I, The Corporation of Township of North Frontenac, being the owner and/or occupier (hereinafter the "Landowner") of the legally described lands below, hereinafter the "Lands",

<i>Address including lot #, concession # and/or other legal description.</i> See attached Addendum	<i>Township, County, District, Region, Municipality. Include all that apply.</i> North Frontenac
--	--

hereby gives the CEASR District 2, hereinafter the "Local Snowmobile Club" and/or "LSC", a license to enter onto, and access, the Lands on the following terms and condition:

1. The term of this MOU is from December 1, 2025 to April 30th annually.
2. The LSC shall remain a member in good standing with the Ontario Federation of Snowmobile Clubs (OFSC) during the term of this MOU. At the Landowner's request, the LSC will provide its current OFSC Certificate of Insurance (COI).
3. The Landowner grants a license to the LSC so the LSC can enter the Lands to establish, groom, maintain, sign and use the Lands for snowmobiling by legally permitted snowmobiles and their riders.
4. The LSC will provide liability insurance of \$15,000,000.00 through an OFSC-held insurance policy (the "OFSC Insurance Policy" or "OFSCIP") for liability arising from the grooming, operation, use and maintenance of the snowmobile trail but only with respect to the negligence of the LSC for those operations usual to a snowmobile trail. The Landowner's signature on this MOU confirms its coverage provided that the Landowner charges no fee to use the Lands.
5. The Landowner will be added as an additional insured under the OSFCIP but only with respect to liability arising from the operations of the named LSC. Coverage will be extended to the Lands through an insurance policy held by the OFSC and its member organization snowmobile club. The OFSCIP does not cover the Landowner's willful misconduct and/or negligence.
6. The Landowner and LSC have each initialed a sketch or map of the Lands attached as "Schedule 'A'" to this MOU.
7. Before or after the winter months when there is no snow cover, the LSC may access the Lands to open, close, upgrade and maintain the snowmobile trail.
8. During the winter months the LSC shall maintain that portion of the Lands used as a snowmobile trail in reasonably good condition for snowmobiling and the LSC may also perform other upgrades and/or trail maintenance or other similar works or projects.
9. The LSC shall post snowmobiling signage on the snowmobile trail and annually remove litter from the snowmobile trail.
10. If valid permitted and exempted snowmobiles and their riders damage property on the Lands used for snowmobiling, the LSC will repair or replace the damaged property.
11. The Landowner authorizes the LSC's or OFSC District's representative(s) to be its agent(s) to cooperate with local law enforcement agencies' efforts to supervise and enforce the uses of the Lands permitted by this MOU under the *Trespass to Property Act*, R.S.O., 1990 C. T.21, the *Motorized Snow Vehicles Act*, R.S.O. 1990 c. M.44 and the *Occupiers Liability Act*, R.S.O. 1990 c. O.2, all as amended.
12. Either party may terminate this MOU by providing at least 60 days' prior written notice to the other party as listed below.
13. Additional Conditions:

LANDOWNER/OCCUPIER

<i>Name</i> The Corporation of the Township of North Frontenac	<i>Email</i> clerkplanning@northfrontenac.ca
<i>Address</i> 6648 Road 506, Plevna ON K0H 2M0	<i>Phone</i> 613-479-2231

LOCAL SNOWMOBILE CLUB

<i>Name - Club Contact</i> Carrie Shaw, District 2 Administrator	<i>Phone</i> 647-993-6750	<i>Email</i> ofscscarrie2d3@gmail.com
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Landowner Signature: _____

Date: _____

Club Signature: _____

Date: _____

Schedule A Attachments:

- sketch and/or
- map

Privacy Policy: Personal information provided on this form will only be used for purposes related to this agreement.

MOU Form: 04-2024

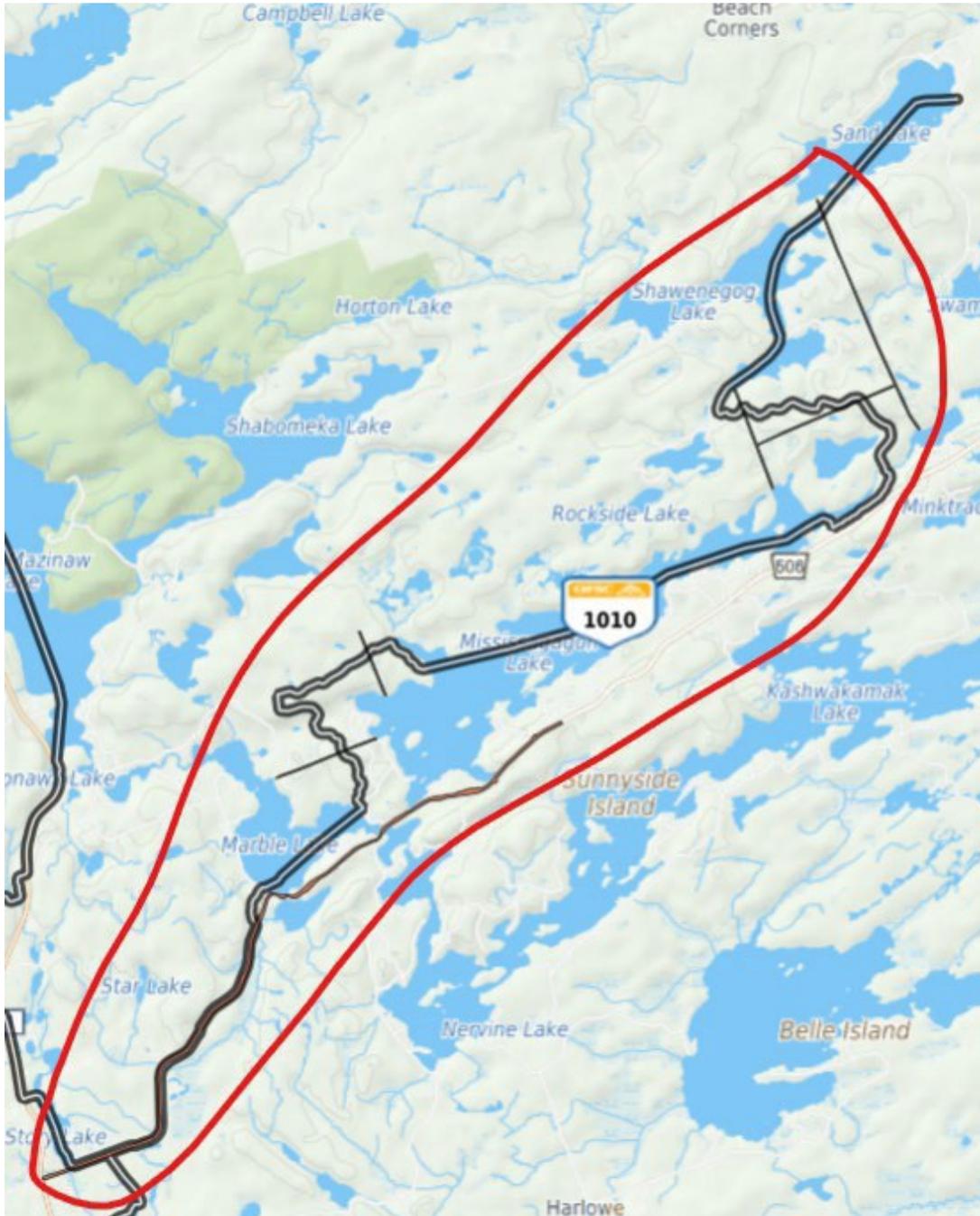
APPENDIX A
Right of Use and Maintenance Agreement – Township of North Frontenac

Central Eastern Area Snowmobile Region (CEASR)
OFSC District 2 – Mazinaw Power Line Snowmobile Club

Club	Trail #	Description of Trail Use	Concession/ Lot#
Mazinaw	1010	Road crossing	PT LT 28 CON 7 BARRIE PT 1, 13R15970; NORTH FRONTENAC
	1010	Road crossing	RDAL BTN TWP OF CLARENDON AND TWP OF BARRIE LYING N OF MISSISSAGAGON LAKE AND S OF RDAL IN FRONT OF SAND LAKE; NORTH FRONTENAC
	1010	Road crossing	RDAL BTN LT 5 AND LT 6 CON 10 BARRIE; RDAL BTN LT 5 AND LT 6 CON 11 BARRIE BTN SHAWENEGOG LAKE & MISSISSAGAGON LAKE; NORTH FRONTENAC
	1010	Road crossing	RDAL BTN CON 10 AND CON 11 BARRIE BTN RDAL BTN LT 5 AND LT 6 & RDAL BTN TWP OF BARRIE & TWP OF CLARENDON; NORTH FRONTENAC
	1010	Road crossing	PT RDAL BTN LT 20 AND LT 21 CON 10 BARRIE LYING N OF THE SHORE RDAL ALONG MISSISSAGAGON LAKE AND S OF THE ELY EXTENSION OF THE SLY LIMIT OF THE N 1/2 OF LT 21 CON 10; NORTH FRONTENAC
	1010	Road crossing	RDAL BTN CON 8 AND CON 9 BARRIE ABUTTING LT 22-25; NORTH FRONTENAC EXCEPT FORFEITED MINING RIGHTS, IF ANY
	1010	Trail runs on road allowance along Road 506 to services	PT RDAL BTN LT 10 AND LT 11 RANGE B BARRIE; PT LT 10-11 RANGE B BARRIE; PT RDAL BTN CON 4 AND CON 5 BARRIE ABUTTING LT 33, 34 & 35; PT LT 35 CON 4 BARRIE; PT LT 35 CON 5 BARRIE; PT LT 34 CON 4 BARRIE; PT LT 34, 33, 32, 31 CON 5 BARRIE; PT LT 32, 31 CON 6
	1023	Road crossing	RDAL BTN LT 35 AND LT 36 RANGE 2 BARRIE; RDAL BTN LT 35 AND LT 36 RANGE B BARRIE BTN FR225136 & FR223997; NORTH FRONTENAC
	E101	Road Crossing	RDAL BTN TWP OF ANGLESEA AND TWP OF BARRIE LYING E OF CENTRELINE & N OF FR225136; AKA ADDINGTON RD; NORTH FRONTENAC
	E101	Road crossing	RDAL BTN TWP OF ABINGER AND TWP OF BARRIE LYING S OF THE CENTRE LINE BTN ADDINGTON RD & WLY LIMIT OF FR225136; NORTH FRONTENAC
	E101	Trail runs along Addington Rd to Skootamatta Lake Road	RDAL BTN TWP OF ANGLESEA AND TWP OF BARRIE LYING E OF THE CENTRE LINE, N OF RDAL BTN LT 25 & 26 RANGE B & S OF FR225136; SECONDLY: PT LT 27 RANGE B BARRIE BEING A FORCED RD; AKA ADDINGTON RD; NORTH FRONTENAC
	E101	Road Crossing	RDAL BTN TWP OF ANGLESEA AND TWP OF BARRIE BEING THAT PT LYING E OF CENTRE LINE OF SAID RDAL & LYING N OF PT 1, FR225136 WHERE IT CROSSES PT LT 17, RANGE B & LYING S OF WLY EXT OF SLY LIMIT RDAL BTN LTS 25 & 26, RANGE B BARRIE; AKA ADDINGTON RD; NORTH FR

	E101	Road Crossing	RDAL BTN LT 35 AND LT 36 RANGE B BARRIE BTN ADDINGTON RD & FR225136; NORTH FRONTENAC
	E	Road Crossing	RDAL BTN CON 2 AND CON 3 MILLER ABUTTING LOTS 31 TO 40; NORTH FRONTENAC
	E	Road Crossing	RDAL BTN LT 35 AND LT 36 CON 1 MILLER; RDAL BTN LT 35 AND LT 36 CON 2 MILLER; NORTH FRONTENAC
	E	Road Crossing	E 1/2 RDAL BTN TWP OF ABINGER AND TWP OF MILLER ABUTTING LOTS 31 TO 40 CON 1 MILLER TWP; NORTH FRONTENAC
	E	Road Crossing	E 1/2 RDAL BTN TWP OF ABINGER AND TWP OF MILLER ABUTTING LOTS 24 TO 30 CON 1 MILLER; NORTH FRONTENAC
	E	Trail runs along Quackenbush Rd	PT LT 36-37 CON 3 MILLER BEING A FORCED RD THROUGH LYING E OF FRONTENAC RD; NORTH FRONTENAC

Trail 1010



Trail 1023



Trail E101



E Trail



The Corporation of the Township of North Frontenac

By-law #2025-47

Confirming By-law

Being a By-law of the Corporation of the Township of North Frontenac to confirm all actions and proceedings of the Council of the Corporation of the Township of North Frontenac for a Regular Council Meeting held October 10, 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 October 10, 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 October 10, 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 October 10, 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 this 10th day of October 2025.

Read a third time and finally passed this 10th day of October 2025.

Gerry Lichty, Mayor

Tara Mieske, Clerk