

Regular Council Agenda

5:00 p.m.- Thursday, May 15, 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) May 15, 2025

Be It Resolved That Council approves the Agenda dated May 15, 2025, as circulated.

4. Disclosure of Pecuniary Interest and General Nature Thereof

5. Business Profile

None.

6. Presentations

- a) Steve Pegrum, Chair of Frontenac OPP Detachment Board: Annual Report 2025 7 - 12

Be It Resolved That Council receives for information the presentation from Steve Pegrum, Chair of the Frontenac OPP Detachment Board; and thanks him for his time spent today.

[Detachment Board Annual Report 2025](#)

7. Delegations

- a) Laura Logan, President, Shabomeka Lake Association: Security Improvements for the Shabomeka Lake Landing and Parking Area 13 - 17

Be It Resolved That Council receives for information the presentation from Laura Logan and Brad Pound, Shabomeka Lake Association, regarding Security Improvements for the Shabomeka lake Landing and Parking Area; and that Council thanks them for their time today;

And That per the Procedural Policy requests from delegations shall be deferred until the next Regular Meeting, and Council instructs the Manager of Community Development to look into the requests and provide recommendations to Council.

[Presentation](#)

8. Adoption of Minutes

- a) Minutes of the Meeting(s) to be adopted by Council 18 - 28

Be It Resolved That Council adopts the Minutes of a Regular Council meeting held April 25, 2025, as circulated.

[Regular Council - 25 Apr 2025 - Minutes - Pdf](#)

9. Business Arising Out of Minutes

- a) Resolution #150-25: Monthly Usage Reports of Electric Vehicle Chargers 29 - 30

Whereas at the meeting held April 25, 2025, Council passed Resolution #150-25 instructing the Manager of Community Development to provide monthly usage reports of the EV Chargers to Council;

Now Therefore Be It Resolved Council receives for information the April 2025 Usage Report.

[Resolution #150-25](#)

[EV Usage Report - April 2025](#)

10. Communications

- a) Clerk's Administrative Report - Communications 'A' Section 31

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

[Communications of Interest - Pdf](#)

- b) Communications 'B' Section - Action Items
None.

11. Council, CAO, and Managers' Administrative Reports

- a) Director of Emergency Services/Fire Chief: Fire Protection Grant 2024-2025 Update and Additional Available Funding 32 - 33

Be It Resolved That Council receives for information the Director of Emergency Services/Fire Chief's (DESFC) Administrative Report entitled "Fire Protection Grant 2024-2025 Update and Additional Available Funding;

And That Council instructs the DESFC to sign the Transfer Payment Agreement (TPA) for the additional funding being offered of \$361.73 available for year one to help cover the cost of installing the new PPE extractor at the Clarendon-Miller Fire Station.

[Fire Protection Grant 2024-2025, Update and Additional Available](#)

[Funding - Pdf](#)

- b) Manager of Community Development: 2025 Community Grants Applications

34 - 97

Be It Resolved That Council receives for information the Manager of Community Development's (MCD) Administrative Report entitled "2025 Community Grants Applications";

And That Council approves \$1,000 for the Ompah/Plevna Parade and Kids Christmas Party Group for the purchase of presents for the children;

And That Council approves \$950 for the Clarendon Central Public School's (CCPS) Parent Council for the purchase of one hood fan for ventilation, one microwave, two foldable serving carts and one large stainless steel pot;

And That Council approves \$1,000 for the Cloyne and District Historical Society for the enhancement of gardens at the Pioneer Museum;

And That Council approves \$367.28 for the Cloyne Recreational Volleyball Club for the rental and insurance coverage of the gym;

And That Council approves \$1,000 for the Clar-Mill Community Volunteers for the purchase of six stainless steel stock pots and four plastic folding card tables;

And That Council approves \$1,000 for the Lions Club of Land O'Lakes for the defrayment of the costs of the Santa Claus Parade, the Holly Shoppe and Santa's Workshop;

And That Council approves \$1,000 for North Addington Education Centre (NAEC) Parent Council for the purchase of iPads;

And That Council approves \$1,000 for the Ompah Community Centre Association for the replacement of the community refrigerator in the accessible foyer;

And That Council approves \$1,000 for the North Frontenac Backroads Studio for the purchase of wayfinding and studio signage;

And That Council **approves / declines** \$_____ for the North Frontenac Amateur Astronomy Club to cover the cost of on-site security and advertising costs (Application for Funding received after the deadline).

[2025 Community Grants Applications - Pdf](#)

- c) Public Works Manager: New Grant Opportunity - Health and Safety Water Stream (HSWS)

98 - 100

Be It Resolved That Council receives for information the Public Works Manager's Administrative Report entitled "Grant Opportunity - Health and Safety Water Stream (HSWS)";

And That Council approves submitting an Application for Funding to the Health and Safety Water Stream (HSWS) to deliver stormwater infrastructure repairs, replacements and upgrades in the Village of Plevna;

And That the Chief Administrative Officer (CAO) is authorized to sign the HSWS Application for Funding and Agreement if successful;

And That Council approves a sole source Consultant Services Agreement with the Greer Galloway Group to inspect the stormwater infrastructure, identify needs / costing, and provide a planning report to support the grant application, not to exceed \$20,000 to be taken from the Infrastructure Sustainability Reserve Fund;

And That Staff will update Council at a future meeting regarding the status of the HSWS Application.

[New Grant Opportunity - Health and Safety Water Stream \(HSWS\) - Pdf](#)

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

- a) Committee of Adjustment/Planning Advisory Committee 101 - 104

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

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

- b) Economic Development Task Force 105 - 110

Be It Resolved That Council receives for information the Minutes of the Economic Development Task Force dated April 22, 2025;

And That Council approves the updated 2025 EDTF Workplan.

[Economic Development Task Force - 22 Apr 2025 - Minutes - Pdf](#)

- c) Joint Health and Safety Committee 111 - 114

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

[Joint Health and Safety Committee - 30 Apr 2025 - Minutes - Pdf](#)

- d) Environmental Task Force 115 - 118

Be It Resolved That Council receives for information the Minutes of a Meeting of the Environmental Task Force dated April 29, 2025;

And That Council approves the Task Force providing general information to the public on battery storage projects on the Township's website, social media and to the lake associations and comments and questions shall be directed from the public to the Clerk who will provide these to the Task Force for future communication efforts.

[Environmental Task Force - 29 Apr 2025 - Minutes - Pdf](#)

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

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

None.

15. Council Portfolio Verbal Reports

- a) Each Council member has a portfolio for which they are responsible. 119 - 120
The Councillor may provide a verbal report for information purposes.

16. Introduction and Reading of By-laws

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

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

- #2025-24 To Adopt a Fees and Charges By-law;

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

[2025-24 Fees and Charges By-law](#)

17. Public Forum

18. Closed Session

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

20. Confirmatory By-law

- a) Confirming By-law #2025-25 142

Be It Resolved That By-law #2025-25 being a By-law to confirm all actions and proceedings of Council for its Regular Meeting held May 15, 2025, be read a first, second, and third time and finally passed.

[2025-25 Confirming By-law - May 15, 2025](#)

21. Adjournment

- a) Adjournment of the Council Meeting

Be It Resolved That Council adjourns the Meeting at ____ .m. until June 12, 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.

Frontenac O.P.P. Detachment Board

Annual Report 2025

1

Board Composition

Council Appointments:

South Frontenac Councillor Steve Pegrum (Chair)
South Frontenac Mayor Ron Vandewal
Central Frontenac Councillor Cindy Kelsey
North Frontenac Councillor Stephanie Regent

Community Representative Appointments:

Central and North Frontenac – Fraser Rogers
South Frontenac – David Herrington (Vice Chair)
Shabot Obaadjwan First Nation – Vacant

Provincial Appointees:

South Frontenac – Ken Gilpin
Central and North Frontenac – Vacant

2

Frontenac O.P.P.

- Responsible for policing 3,130 square kms in three municipalities including 40 km of Hwy 401. Total full time resident population of approximately 27,000 plus an additional 17,000 seasonal residents.
- Main detachment in Hartington, satellite detachment in Sharbot Lake.
- Staffing Complement – 1 Staff Sergeant, 5 Sergeants (4 frontline 1 Admin), 34 Constables (uniform, street crime, crime unit, CSO/MCRT), 5 civilian staff.
- 8 frontline members report to Sharbot Lake Detachment.

3

Community Safety and Police Act

- Replaced the *Police Services Act* on April 1, 2024. Advance modernization of policing and ensure adequate and effective policing functions.
- Functions include – crime prevention, law enforcement, maintain public peace, emergency response, victim assistance, any other prescribed function.
- Requires Board Members to complete provincially mandated training modules, a clear police records check, and comply with prescribed code of conduct.
- Board to meet a minimum of 4 times/year.

4

What Has Changed

- All municipalities within a detachment's jurisdiction are represented by one Detachment Board.
- Creation of Inspector General of Policing.
- Board has its own budget.
- Maintains its own records.
- Board operates outside of municipal governance structure.

5

Board's Role

- Act as an independent civilian oversight. Considered a bridge between the community and the police.
- Participate in the selection process and monitor the performance of the Detachment Commander.
- In consultation with the Det. Commander determine the priorities and objectives of the detachment (Local Action Plan).
- Establish local policies.
- Advise the Det. Commander with respect to the policing provided.
- Review reports provided by the Det. Commander.
- Provide an annual report to municipalities and band council on or before June 30th.

6

Local Action Plan

- Prepared at minimum every four years. Practice has been every two years.
- Current plan is established for 2023-2025.
- Speaks to how adequate and effective policing will be provided.
- The objectives and priorities for the Detachment as determined by the Board.
- Specific performance objectives and indicators.

7

Board Budget/Administration

- In accordance with the Regulations prepare an estimate of the total amount that will be required to pay the expenses of the Board.
- Board costs are shared by the municipalities.
- South Frontenac Treasurer is responsible for administration of the board's budget.
- South Frontenac Clerk is responsible for the administration of the Detachment Board.

8

Inspector General of Policing

- Supported by staff within Inspectorate of Policing.
- Ensures compliance with CSPA and regulations by employing a system of inspections, monitoring and advisory services.
- Investigates complaints relating to the conduct of Board or its members, complaints pertaining to the provision of adequate and effective policing.

9

Yearly Highlights

- 478 MVC's including 6 fatal collisions.
- Multiple marine fatality on Bob's Lake.
- 1516 Criminal Code and Prov. Statute charges.
- 174 incidents involved violent crime (70% clearance)
- 328 incidents of property crime.
- 187 Mental Health Act occurrences.
- 564 referrals to victim services.
- 280 MCRT referrals, 210 live calls for service by MCRT.

10

Available Resources

- Emergency Response Team incl. Explosive Disposal.
- Canine, Search and Rescue.
- Aviation, Flight Operations.
- Static and mobile surveillance.
- Under Water Search and Recovery.
- Marine, Motorized Snow and Off Road Vehicle Patrol.
- Intelligence.
- Criminal Investigation Services and Major Case Management.
- Crisis Negotiation.
- Incident Command.

11

Available Resources

- Child Exploitation and Investigation.
- Collision Reconstruction.
- Victim Assistance Support and Response.
- Forensic Identification Services.
- Missing Persons and Unidentified Remains.
- Technological Crimes/Digital Forensic Evidence.
- Community Street Crime Units.
- Media Relations.
- Polygraph.

12



Security improvements for the Shabomeka Lake landing and parking area

1



Long standing cooperation

- Cooperation between the Township and Shabomeka Lake Association goes back decades
 - We all recognize that the parking area and landing are very important locations for the cottagers and for the local day-users
 - We appreciate the support we have had with:
 - Maintenance of the parking area such as plowing and public washroom
 - Partnership in the rebuilding of the loading / off-loading area in 2012
 - The discussions respecting the continued access to the trail along the NW shore of the lake
-

2



3

Proposal for cleaning up the area

- Over many years a lot of boats and some trailers have been left in and around the boat launch / landing area.
- We cannot do anything with them because it is Township land
- With your new parking by-law we can partner with you to clean the area up
- Proposal:
 - Township tags the items in early Spring or permits the SLA to tag them.
 - SLA will reach out to road-side cottagers to advise them of the need to remove all of their items and to the others to clearly identify items as being in use.
 - After agreed upon time, SLA volunteers can consolidate the remaining items.
 - Most/all of the boats and trailers are metal and could be taken by a recycler.

4

Lighting

- Current light is beside the boat launch.



- Propose to add lighting in the parking area

5

Lighting proposal for the parking area

- Currently the parking area is very dark at night
- For years there have been problems with vandalism and thefts
- Now have permanent residents using the parking area
- Lots of families are loading and unloading after dark
- Proposal:
 - SLA has purchased two metal light posts (picture below)
 - We are requesting permission to install bases for them as indicated
 - We will install the poles and solar powered, dark & motion activated lights so they do not require an electrical connection and only activate when needed
 - We will do all maintenance on the installation

6



7



Signage proposal

- There have been people spending hours on the loading/offloading dock
- Need signage to indicate that it is for 15 min use only
- Vandalism and theft have been a long-standing problem
- Proposal:
 - We would like to put signage indicating that the area is under video surveillance as a deterrent. Those signs could go on our lighting poles.
 - The OPP have agreed that lighting and surveillance signage deter criminals.
 - Township or SLA to install 15 minute use signage at the loading dock.

8



Thank you



THANK YOU FOR YOUR TIME
AND ATTENTION



YOUR CONTINUED SUPPORT
IS GREATLY APPRECIATED





Regular Council Minutes

9:00 AM - Friday, April 25, 2025

Council Chambers

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

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

1. Call to Order

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

2. Traditional Land Acknowledgement

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

3. Approval of Agenda

a) *April 25, 2025*

129-25 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer

Be It Resolved That Council approves the Agenda dated April 25, 2025, as circulated.
Carried

4. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

5. Business Profile

None.

6. Presentations

None.

7. Delegations

- a) ***Concession and Shore Road Allowance Closure and By-law - Boyd/Boyle/Johnson (including Delegations from Rob Nowell and Nick Johnson, Agent for Property Owner)***

130-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Roy Huetl

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Concession and Shore Road Allowance Application for Approval in Principal - Boyle, Boyd and Johnson";

And That Council approves Option #1 to sell the southern portion of the road allowance where the structures owned by the applicants are located being approximately half of the road allowances from Myers Cave Road to the high water mark;

And That if the applicants are agreeable to this, they are to provide a survey sketch (draft survey) to the Clerk to review in consultation with the Public Works Manager, prior to having the survey registered and the Road Closing By-law provided to Council for consideration.

Deferred

- b) ***Clar Mill Community Volunteers: Request to expand Bottle/Can Collection Program to the Plevna Waste Site***

131-25 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the presentation from Mary Ann Ward and Betty Hunter, Clar Mill Community Volunteers requesting Council consider allowing the CMCV to expand their current Bottle/Can Collection Program to include one new collection bin at the Plevna Waste Site;

And That Council thanks them for their time spent today;

And That Council approves the request to place one bin at the Plevna Waste Site.

Carried

8. Adoption of Minutes

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

132-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Roy Huetl

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

1. A Public Meeting held April 4, 2025 regarding Zoning By-law Amendment Applications; and
2. A Regular Meeting held April 4, 2025.

Carried

9. Business Arising Out of Minutes

- a) **Resolution #431-24: Proposed Date for Open House re: Communal Servicing - June 6, 2025**

133-25 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer

Whereas at the meeting held December 13, 2024, Council passed Resolution #431-24 receiving for information the Administrative Report prepared by Joe Gallivan, Director of Planning and Economic Development, regarding Communal Services Land Use Policies and an Official Plan Amendment; and that an Open House was to be scheduled in early 2025 for residents to provide input on future development of communal services for residential, commercial and industrial uses;

Therefore Be It Resolved That the County Planners and representatives from Newterra are available on Friday, June 6, 2025, to provide information to the public regarding the proposed communal services at an afternoon Open House.

Carried

10. Communications

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

134-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Roy Huetl

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

Carried

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

- B1. **Melanie Hindson, Registered Dental Hygienist, Smiles 4 Miles: Gift from the Heart-Dental Hygiene Bay**

135-25 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information an email dated April 4, 2025, from Melanie Hindson, RDH, Smiles 4 Miles, advising she is participating in Gift from the Heart where oral health care professionals give back to the community by providing no cost preventative oral healthcare;

And That Ms. Hindson would like to offer this service to the North Frontenac Community on June 28, 2025, from 9:00 a.m. to 3:00 p.m. and requests the hall rental fee be waived;

And That Council approves the Manager of Community Development advertising the event on the Township's social media and website.

Carried

- B2. **Quinte Conservation Authority: Invasive Species Boat Cleaning Station Project - Proposal 2025**

136-25 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information a letter dated April 8, 2025, from

Lindsay Nash, Outreach and Stewardship Coordinator, Quinte Conservation Authority (QCA), advising QCA is seeking to partner with the Township on the Invasive Species Management Projects with the Invasive Species Centre providing a CD3 Wayside Solar Trailer Boat Cleaning Station on a rotating basis to prevent the spread of aquatic invasive species through recreational boating;

And That Quinte Conservation staff have already identified aquatic invasive vegetation such as Eurasian Water-milfoil and European Frog-bit in local waterways, which can impact local recreational uses such as boating, angling and swimming;

And That Quinte is asking for municipal partners to assist with a portion of the cost at \$300 per week of use with the trailer being placed at a boat launch in North Frontenac for a minimum one-week period; with the option to relocate the trailer to different boat launches on a weekly basis for the rental period;

And That Council approves this request and instructs the Manager of Community Development to respond to QCA with the preferred dates of use and boat launch sites for up to three weeks in 2025, one week in each Ward of the Township;

And That up to \$900 be taken from the Operating Contingency Reserve.

Carried

B3. *Tyler Seniuk, Resident re: Request for Exemption from Noise By-law*

137-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Roy Huetl

Be It Resolved That Council receives the email from John Seniuk, Tyler Seniuk, Ryan Seniuk and Sheldon Willerton, Residents, advising they will be holding an event on August 23, 2025, at 1037 North Shore Road and requesting an exemption from the Noise By-law #65-21 to permit live bands;

And That Section 3.3 (c) prohibits the operation of any electronic device or group of connected electronic devices incorporating one or more loudspeakers or other electromechanical transducers, and intended for the production, reproduction or amplification of sound;

And That Council approves the exemption to the Noise By-law;

And That Council instructs the Clerk to provide a copy of this Resolution to the requester and Township's By-law Enforcement Officer.

Carried

B4. *Township of Central Frontenac: Request for Support - US Tariff Response*

138-25 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information a Resolution passed on April 8, 2025, by the Council of the Township of Central Frontenac advising United States President Donald Trump continues to threaten executive orders to impose tariffs on imports from Canada; and that municipalities have significant purchasing power through capital and infrastructure programs; and that the Township of Central Frontenac will only purchase products made in Canada whenever practicable;

And That the Township of North Frontenac supports Central Frontenac's Resolution; and is purchasing products made in Canada whenever practicable and when not in violation

of trade agreements;

And That North Frontenac Council Resolution #57-25 directed staff to review existing procurement policies and applicable laws to determine if there are existing mechanisms to allot the Township of North Frontenac to offer a preference to Canadian companies for capital projects and other supplies;

And That Municipalities across Canada are facing increasing financial pressures as a result of ongoing US tariffs, particularly those impacting construction materials such as steel and aluminum, with these tariffs significantly raising the cost of infrastructure projects, directly straining municipal budgets and reducing our capacity to deliver vital services and build critical infrastructure;

And That Council respectfully urges both the Provincial and Federal Governments to include municipalities in any forthcoming stimulus packages designed to offset the economic impacts of US tariffs, particularly those affecting infrastructure;

And That Municipalities are on the front lines of infrastructure development and maintenance; and by ensuring municipal access to stimulus funding, we can continue to deliver critical infrastructure projects that not only support long-term sustainability but also provide immediate economic benefits.

And That through investment in municipal infrastructure, this will allow people to return to work during this time of great uncertainty, restore confidence in our local economies, and position communities for resilient growth in the years ahead;

And That North Frontenac staff are actively monitoring Federal and Provincial correspondence for changes to current legislation permitting preference to support Canadian products and services;

And That Council instructs the Clerk to provide this Resolution of support to Prime Minister Mark Carney, Premier Doug Ford; Scott Reid, MP; Jordan, MPP; the Association of Municipalities of Ontario; and the Township of Central Frontenac.

Carried

B5. *Town of Tillsonburg: Request for Support - Strong Mayor Powers*

139-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Wayne Good

Be It Resolved That Council receives for information an email dated April 15, 2025, from the Town of Tillsonburg advising the Ontario government is proposing to expand “Strong Mayor Powers” to 169 municipalities on May 1, 2025, granting the Mayors more authority, particularly concerning the control of municipal budgets, planning and operational decisions; and the Council of Tillsonburg does not support the proposed Strong Mayor Powers as currently outlined;

And That the Council of North Frontenac supports the Resolution from Tillsonburg as the Ontario government’s proposal has raised significant concerns regarding the centralization of power, erosion of local democracy, reduced accountability, and the potential for the abuse of power;

And That the proposed expansion of Strong Mayor Powers undermines the collaborative nature of municipal governance, and diminishes the role of elected municipal councillors in representing the diverse interests of the community;

And That Council has concerns about the negative impacts on public trust, democratic participation, and municipal decision-making processes, if Mayors are given the ability to bypass council decisions without adequate consultation or oversight;

And That Council does not support the proposed Strong Mayor Powers as currently outlined; however, Council does support specific powers to Mayors as it pertains to identifiable decisions regarding housing, development, infrastructure and transit to provide tools that reduce obstacles that can stand in the way of new housing and infrastructure developments;

And That Council strongly suggests that free reign of decision-making regarding hiring, termination, committees and so forth be removed from the proposed authority;

And That that members of the current Council are duly elected officials by citizens with the awareness of one vote per council member and majority votes are the democratic process;

And That Council requests that the Provincial Strong Mayor Powers proposed to take effect on May 1, 2025, be deferred to allow for greater clarity; and requests the Province seek collaborative input from the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO);

And That Council instructs the Clerk to provide this Resolution to the Town of Tillsonburg, Premier Doug Ford; the Minister of Municipal Affairs and Housing; John Jordan, MPP; the Association of Municipalities of Ontario; and AMCTO.

Defeated

140-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information an email from the Honourable Rob Flack, Minister of Municipal Affairs and Housing, addressed to Mayor Gerry Lichty, advising the Province of Ontario is proposing to expand "Strong Mayor Powers" to 169 municipalities on May 1, 2025, granting Mayors more authority, particularly concerning the control of municipal budgets as well as planning and operational decisions; and the Council of the Township of North Frontenac does not support the proposed Strong Mayor Powers;

And That the proposed expansion of Strong Mayor Powers undermines the collaborative nature of municipal governance, and diminishes the role of elected Councillors in representing the diverse interests of our community;

And That the proposed expansion of Strong Mayor Powers fails to recognize that members of Council are duly elected officials by the citizens of the Township of North Frontenac with the expectation and awareness of one vote per Council member; and majority votes are the basis of our democratic process;

And That Township Council has concerns about the negative impact of the introduction of Strong Mayor Powers on public trust, democratic participation and municipal decision-making processes;

And That the Council of the Township of North Frontenac does not support the proposed Strong Mayor Powers; and requests that the Province of Ontario rescind the application of these powers to this municipal government;

And That Council instructs the Clerk to forward this Resolution to Premier Doug Ford;

Rob Flack, Minister of Municipal Affairs and Housing; and John Jordan, MPP.

Carried

B6. *John and Evelyn Garcia: Refreshment Vehicle Application*

141-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Wayne Good

Be It Resolved That Council receives a letter dated April 17, 2025 from Evelyn Garcia requesting permission from Council to place a 24 foot Refreshment Vehicle with an awning in either the parking lot of the Clar Mill Hall or the parking lot of the Library operating 6 days a week, with hours of operation from 11:00 a.m. to 2 p.m. and 4:00 p.m. to 7:00 p.m.;

And That the Township's Refreshment Vehicle By-law #33-22 Section 3b) provides "No person shall locate or operate a Refreshment Vehicle on any property owned by the Township without the prior approval of Council";

And That Council requests Ms. Garcia provide a detailed proposal for Council's consideration in accordance with the requirements in the Refreshment Vehicle By-law including the following information:

- A site plan drawn to scale showing the location of the Refreshment Vehicle, including setbacks to lot lines and other structures on the property;
- Parking area signage (if applicable);
- Hydro/power supply and water requirements;
- Seating facilities;
- Location of refuse/recycling containers; and
- Consideration for rent.

Carried

11. Council, CAO, and Managers' Administrative Reports

a) *Chief Administrative Officer: Strong Mayor Powers*

142-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Wayne Good

Be it Resolved That Council receives for information the Chief Administrative Officer and Clerk/Planning Manager's Administrative Report entitled "Strong Mayor Powers";

And That the CAO and Clerk/Planning Manager shall draft updates to the Township's policies and procedures to reflect the new Strong Mayor Powers that are being granted to the Township for Council's review;

And That the CAO and Clerk shall look into potential training opportunities for the Mayor, Council and Staff to assist with the transition to Strong Mayor Powers.

Carried

b) *Clerk/Planning Manager: Request for Reconsideration of Concession Road Allowance Closure – Pisani/Willis*

143-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Wayne

Good

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Request for Reconsideration of Closure of Concession Road Allowance between Lot 38, Concession 6 and 7 – Pisani/Willis";

And That Council receives the additional information from the applicants;

And That Council is willing to negotiate the sale of 3 metres adjacent to the property;

And That Council instructs the Clerk to advise the property owner and neighbours of Council's decision; and report back to Council.

Carried

c) ***Clerk/Planning Manager: Concession and Shore Road Allowance Closure and By-law - Falchetto***

144-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Wayne Good

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

And That as required by By-law #2025-04, Concession Road Allowance between Concessions 10 and 11, Lots 7 and 8 (south of the wetland area) geographic Township of Clarendon, shown as Part 1 on Registered Plan 13R-23325; the Road Allowance between Lots 5 and 6, Concession 10, geographic Township of Clarendon, shown as Part 1 on Registered Plan 13R-23316; and the Shore Road Allowance lying adjacent to Part of Lot 6, Concession 10 (Big Gull Lake), geographic Township of Clarendon, being Part 2 on Registered Plan 13R-23316

be declared as surplus and sold to the adjoining owners; and that an appraisal of the properties is not necessary as these are Road Allowances;

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

Carried

d) ***Councillor Huetl: Environmental Task Force - Mandatory Septic Inspection Proposal***

145-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Wayne Good

Be It Resolved That Council receives for information Councillor Huetl's Administrative Report entitled "Environmental Task Force - Mandatory Septic Inspection Proposal " on behalf of the Environmental Task Force;

And That Council instructs the Clerk/Planning Manager and Public Works Manager to complete research on a potential mandatory septic inspection program on properties at the time of sale and report back to Council for future consideration;

And That the costs for Solicitor's advice is to be taken from the Operating Contingency Reserve.

Carried

- e) ***Deputy Mayor Inglis: Environmental Task Force - Battery Energy Storage Investigation***

146-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be it Resolved That Council receives for information Deputy Mayor John Inglis' Administrative Report entitled "Battery Energy Storage Investigation", on behalf of the Environmental Task Force";

And That Council directs Staff and the Environmental Task Force to continue discussions with potential proponents and that an update with options be provided to Council in the future for discussion;

And That once more information is obtained and provided to Council for consideration, a process will be initiated seeking public input from North Frontenac rate payers to assist Council in determining whether or not there is interest in being a willing host for a Battery Energy Storage System in North Frontenac Township.

Carried

- f) ***Public Works Manager: Request to Revise the 2025 Capital Plan for Hard Surfaced Roads***

147-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives the Public Works Manager's (PWM) Administrative Report entitled "Request to Revise the 2025 Capital Plan for Hard Surfaced Roads" for information purposes;

And That having considered several options, Council approves paving a section of the South Lavant Road this season, with the remainder to be completed in 2026, to permit the completion of roadside improvements and culvert installations.

And That Council approve adding the paving of a section on Ardoch Road to the hard surfaced road program for 2025;

And That all hard surfaced road work shall be completed within the approved 2025 Capital Plan budget.

Carried

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

- a) ***Environmental Task Force***

148-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That Council receives for information the Minutes of Meeting of the Environmental Task Force dated March 25, 2025.

Carried

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

None.

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

a) **Resolution #122-25: Purchase of Canadian Flags, Decals and Lapel Pins**

149-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Whereas at their meeting held April 4, 2025, Council passed Resolution #122-25 to approve the Notice of Motion provided by Mayor Lichty requesting Council consider the purchase of the following items to display the Township's patriotism:

- New, high quality Canadian flags to be maintained and flown continuously at Township Community Centres, Fire Halls, Public Works yards, and Waste Sites;
- Large Canadian flag decals for Township vehicles; and
- High quality lapel pins showing the Canadian flag for Councillors, Senior Management and Township staff;

Now Therefore Be It Resolved That Council approves spending up to \$5,000 for the purchase of Canadian flags and decals;

And That Council instructs the CAO to have flags installed at Township Community Centres, Fire Halls, Public Works Yards, Waste Sites and Astronomy Park (where none currently exist); and have Canadian Flag decals placed on Township vehicles;

And That the \$5,000 for flags and decals be funded from the Operating Contingency Reserve;

And That Council encourages residents throughout the Township to also install flags at their homes and/or businesses to express their patriotism.

Carried

15. Council Portfolio Verbal Reports

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

Use of Electric Vehicle (EV) Chargers

150-25 Moved by Deputy Mayor John Inglis, Seconded by Councillor Roy Huetl

Be It Resolved That Council instructs the Manager of Community Development to provide monthly usage reports of the EV chargers to Council members.

Carried

16. Introduction and Reading of By-laws

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

151-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

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

- #2025-21 To Close and Sell Concession Road Allowance and Shore Road Allowance;
- #2025-22 To Establish Use of Township Property Policy;

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

Carried

17. Public Forum

None.

18. Closed Session

None.

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

None.

20. Confirmatory By-law

a) *Confirming By-law #2025-23*

152-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That By-law #2025-23, being a By-law to confirm all actions and proceedings of Council for its Regular Meeting held April 25, 2025 be read a first, second, and third time and finally passed.

Carried

21. Adjournment

a) *Adjournment of the Council Meeting*

153-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That Council adjourns the Meeting at 11:49 a.m. until May 15, 2025, or at the call of the Chair.

Carried

Mayor

Clerk



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

Date: April 25, 2025

Resolution # 150-25

Moved By:
Deputy Mayor John Inglis

Seconded By:
Councillor Roy Huetl

Be It Resolved That Council instructs the Manager of Community Development to provide monthly usage reports of the EV chargers to Council members.

Carried

Mayor

Electric Vehicle Monthly Usage Report

April 2025

	Connection Start Time (local)	Connection End Time (local)	Connection Duration (hours:minutes)	Start State of charge (%)	End State of charge (%)	Total kWh
1	4/4/2025 1:28:54 AM	4/4/2025 1:30:01 AM	0:01	?	?	0
2	4/4/2025 1:32:20 AM	4/4/2025 1:38:23 AM	0:06	15	22	6.07
3	4/6/2025 2:10:29 PM	4/6/2025 2:41:03 PM	0:30	62	77	13.234
4	4/6/2025 11:52:26 PM	4/6/2025 11:52:58 PM	0:00	?	?	0
5	4/6/2025 11:58:12 PM	4/7/2025 12:13:16 AM	0:15	75	88	11.932
6	4/10/2025 11:13:13 AM	4/10/2025 11:50:20 AM	0:37	48	95	15.835
7	4/12/2025 2:27:59 PM	4/12/2025 2:52:04 PM	0:24	15	80	23.382
8	4/12/2025 2:52:23 PM	4/12/2025 4:00:01 PM	1:07	42	99	64.113
9	4/16/2025 1:46:40 PM	4/16/2025 2:20:16 PM	0:33	47	68	16.648
10	4/16/2025 1:31:58 PM	4/16/2025 2:26:23 PM	0:54	0	88	15.305
11	4/18/2025 10:42:04 AM	4/18/2025 11:52:14 AM	1:10	12	71	36.961
12	4/18/2025 2:38:24 PM	4/18/2025 3:21:30 PM	0:43	47	96	51.014
13	4/18/2025 2:59:42 PM	4/18/2025 3:33:48 PM	0:34	9	44	23.892
14	4/19/2025 4:28:02 PM	4/19/2025 4:52:52 PM	0:24	36	79	35.207
15	4/20/2025 12:57:51 PM	4/20/2025 1:18:26 PM	0:20	0	93	13.547
16	4/25/2025 3:13:53 PM	4/25/2025 3:29:43 PM	0:15	0	79	18.386
17	4/27/2025 11:30:57 AM	4/27/2025 12:04:06 PM	0:33	33	80	38.145
			8:26			383.671

To: Mayor and Members of Council
From: Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M.
 Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M.
Approved by:
Date of Meeting: 15 May 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. Town of Georgina re: Request for Support - Salt Management
2. Town of Parry Sound re: Request for Support - Calls for Inclusive Research to Reflect Diversity of Canadian Communities
3. File #B03/25, #B04/25, #B05/25 & #B06/25 - Creation of 3 New Lots and ROW - 14694 Highway 41
4. Frontenac County re: Economic Development Update
5. Township of Champlain re: Request for Support - Surveillance and Monitoring of Heavy Vehicles in Ontario
6. County of Frontenac re: Minister of Municipal Affairs and Housing: Streamlined Approvals for Development on Communal Services to Deliver New Rural Housing
7. File #A03/25 - Minor Variance - 1316 Sand Lake Road - Notice of Decision
8. File #B02/25 - Lot Addition - 3055 Palmerston Lake
9. Ontario Ombudsman re: April Newsletter
10. Federation of Ontario Cottagers Association re: April E-Newsletter
11. Township of Otonabee-South Monagan re: Request for Support - End Daylight Savings Time in Ontario
12. Municipal Property Assessment Corporation re: 2024 Annual Report
13. Eastern Ontario Regional Network re: Monthly Update - April 2025
14. County of Frontenac re: Community Planning Permit System Update: State of the Waterfront Survey Published
15. County of Frontenac re: Economic Development Update
16. Minister of Municipal Affairs and Housing re: Strong Mayor Powers
17. Mississippi Valley Conservation Authority re: Mini-Conference
18. Town of Cobourg re: Request for Support - Ontario Works Financial Assistance Rates
19. Mississippi Valley Conservation Authority re: Board Summary Report - AGM

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

To: Mayor and Members of Council
From: Adam Robinson, Director of Emergency Management / Fire Chief
Approved by: Corey Klatt, Chief Administrative Officer
Date of Meeting: 15 May 2025
Re: Fire Protection Grant 2024-2025, Update and Additional Available Funding

Recommendation:

Be It Resolved That Council receives for information the Director of Emergency Services/Fire Chief's (DESFC) Administrative Report entitled "Fire Protection Grant 2024-2025 Update and Additional Available Funding;

And That Council instructs the DESFC to sign the Transfer Payment Agreement (TPA) for the additional funding being offered of \$361.73 available for year one to help cover the cost of installing the new PPE extractor at the Clarendon-Miller Fire Station.

Background:

The Ontario Fire Protection (FP) Grant program was announced in the Ontario Government's 2024 Budget and is designed to support cancer prevention efforts by Municipal Fire Departments across Ontario. The FP Grant assists Fire Departments in acquiring critical equipment to enhance firefighter health and safety, and minor infrastructure at the local level.

The FP Grant offers \$30M to be awarded over three years, with \$10M available each year. The types of projects eligible for funding are revisited annually to ensure that the FP Grant continues to meet local and provincial priorities. As such, calls for Applications will take place annually. Each Application cycle will require Fire Departments to complete outlined projects and demonstrate the success of the initiatives.

Resolution #292-24, dated August 22, 2024, states:

"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"; **And That** Council instructs the DESFC to make application for the Ontario Fire Prevention Grant for an estimated \$30,000.00 for:

- (1) PPE washer/extractor, soft mounted (plug and play) with required equipment for cleaning
- (1) Field decontamination kit and required solution/cleaning equipment
- Firewipes
- (2) MSA G1 SCBA and (2) spare cylinders

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

Researched By:

Adam Robinson, Director of Emergency Services / Fire Chief (DESFC)

Comments:

The North Frontenac Fire Department (NFFD) secured \$24,691.35 in funding through Year One of the Ontario Fire Protection Grant. This grant enabled the NFFD to acquire an NFPA-compliant PPE extractor, self-contained breathing apparatus (SCBA), spare SCBA cylinders, and decontamination equipment to support and strengthen our cancer prevention initiatives.

As part of the ongoing 2024–2025 Fire Protection Grant program, the Ontario Fire Service has agreed in principle to direct additional funding toward cancer prevention initiatives. Municipalities that were successful in their 2024 grant applications, including the Township of North Frontenac, have received supplementary funding. North Frontenac will receive an additional \$361.73, which will be used to help cover the cost of installing the new PPE extractor at the Clarendon-Miller Fire Station, further supporting the Township's commitment to firefighter health and safety.

Financial Impact:

The washer/extractor will be incorporated into our 10 Year plan for future replacement.

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: 15 May 2025
Re: 2025 Community Grants Applications

Recommendation:

Be It Resolved That Council receives for information the Manager of Community Development's (MCD) Administrative Report entitled "2025 Community Grants Applications";

And That Council approves \$1,000 for the Ompah/Plevna Parade and kids Christmas Party Group for the purchase of presents for the children;

And That Council approves \$950 for the Clarendon Central Public School's (CCPS) Parent Council for the purchase of one hood fan for ventilation, one microwave, two foldable serving carts and one large stainless steel pot;

And That Council approves \$1,000 for the Cloyne and District Historical Society for the enhancement of gardens at the Pioneer Museum;

And That Council approves \$367.28 for the Cloyne Recreational Volleyball Club for the rental and insurance coverage of the gym;

And That Council approves \$1,000 for the Clar-Mill Community Volunteers for the purchase of six stainless steel stock pots and four plastic folding card tables;

And That Council approves \$1,000 for the Lions Club of Land O'Lakes for the defrayment of the costs of the Santa Claus Parade, the Holly Shoppe and Santa's Workshop;

And That Council approves \$1,000 for North Addington Education Centre (NAEC) Parent Council for the purchase of iPads;

And That Council approves \$1,000 for the Ompah Community Centre Association for the replacement of the community refrigerator in the accessible foyer;

And That Council approves \$1,000 for the North Frontenac Backroads Studio for the purchase of wayfinding and studio signage;

And That Council **approves / declines** \$_____ for the North Frontenac Amateur Astronomy Club to cover the cost of on-site security and advertising costs (Application for Funding received after the deadline).

Background:

In 2025 Council passed By-Law #2025-02 the Community Grants Policy (Attachment #1).

Community Grant funding demonstrates Council's commitment to working with Community Organizations.

The purpose of this Policy is to establish a procedure for all proposed grants to Community Organizations.

The goal of the Community Grants program is to assist in the development and operation of Not-For-Profit Community Organizations who provide programs, services or events that promote and/or enhance the overall wellbeing of the community.

The Policy states "Council commits a maximum of \$10,000 to the annual budget and the maximum Grant Application permitted for a Community Organization is \$1,000".

The 2025 Budget approved \$9,000 for Community Grants. The annual deadline for Organizations to submit an Application for Funding is April 30th.

Researched By:

Brooke Ross, Dipl.M.A, Manager of Community Development
Alyssa Borger, Economic and Community Development Student

Comments:

In 2025, prior to April 30th the deadline for Applications, the Township received nine (9) Applications for Funding from Community Groups (one Sppllication was received late on May 1, 2025).

(1) The Ompah/Plevna Parade and kids Christmas Party Group (Attachment #2) - The Application for Funding is for \$1,000 to assist with the purchase of presents for children at the annual Children's Christmas Party.

This Application fits within the parameters of the Community Grants Policy.

(2) The Clarendon Central Public School Parent Council (Attachment #3) - The Application for Funding is for \$950 to purchase one hood fan, one microwave, two foldable serving carts and one large stainless steel pot for the updating of the kitchen equipment used for hot lunches, the Spaghetti Dinner, Chili Night and a Spring Sale each year.

This Application fits within the parameters of the Community Grants Policy.

(3) The Cloyne and District Historical Society (Attachment #4) - The Application for Funding is for \$1,000 to help enhance the outside gardens of the Pioneer Museum including the replacement of perennial flowers with heritage perennials to complement the Indigenous garden in Benny's Park, weeding and installation of landscape cloth to prevent excessive weed growth, the removal of trip hazards in the stone walkway near the Heritage wall and the resetting of stone and replacing part of the walkway with pea gravel, and the addition of outside artifacts and farm implements where appropriate to the gardens.

This Application fits within the parameters of the Community Grants Policy.

(4) The Cloyne Recreational Volleyball Club (Attachment #5) - The Application for Funding is for \$367.28 to cover the cost of the rental and insurance coverage of the gym at North Addington Education Center (NAEC) for the weekly volleyball club.

This Application fits within the parameters of the Community Grants Policy.

(5) The Clar-Mill Community Volunteers (Attachment #6) - The Application for Funding is for \$1,000 to purchase six stainless steel stock pots and four plastic folding card tables for the community hall.

This Application fits within the parameters of the Community Grants Policy.

(6) The Lions Club of Land O'Lakes (Attachment #7) - The Application for Funding is for \$1,000 to assist with the cost of the 2025 Santa Claus Parade, the Holly Shoppe and Santa's Workshop. Note: Currently the Township annually provides both the Land O'Lakes and the Plevna/Ompah Santa Clause Parades with \$400 to assist with Parade costs.

This Application fits within the parameters of the Community Grants Policy.

(7) The NAEC Parent Council (Attachment #8) - The Application for Funding is for \$1,000 to assist with the purchase of new iPads for students in grades 1 to 3.

This Application fits within the parameters of the Community Grants Policy.

(8) The Ompah Community Centre Association (Attachment #9) - The Application for Funding is for \$1,000 to purchase a replacement refrigerator in the accessibility foyer, used for the community fridge program.

This Application fits within the parameters of the Community Grants Policy.

(9) The North Frontenac Backroads Studio Tour (Attachment #10) - The Application for Funding is for \$1,000 to assist with the purchase of new wayfinding and studio signage for the 2025 Back Roads Studio Tour (showcasing the diversity of talent found in our local artists and artisans).

This Application fits within the parameters of the Community Grants Policy.

(10) The North Frontenac Amateur Astronomy Club (Attachment #11) - The Application for Funding is for \$1,000 for the coverage of on-site security and advertising costs (Received late).

This Application fits within the parameters of the Community Grants Policy; however, per the Community Grants Policy section 3(h) "Applications received after the annual Application deadlines will not be considered".

Financial Impact:

As mentioned above Council approved \$9,000 for the Community Grants Program via the Annual Budget in 2025.

Should Council approve all nine (9) Applications for Funding (that were received prior to the deadline) the cost to the Township will be \$8,317.28.

Application #10 from the North Frontenac Amateur Astronomy Club in the amount of \$1,000 was received after the annual deadline and has not been included in the above total. This request would put the program over-budget. If Council wishes to still accept this Application, it could be approved at \$682.72 to remain in budget.

Strategic Implications:

Vibrant and Inclusive Community

Attachments:

[2025-02---Community-Grants Policy](#)

[2025 Community Grant – Children's Christmas Party](#)

[2025 Community Grant – CCPS Parent Council](#)

[2025 Community Grant – Cloyne and District Historical Society](#)

[2025 Community Grant – Cloyne Recreational Volleyball Club](#)

[2025 Community Grant – Clar-Mills Community Volunteers](#)

[2025 Community Grant – Lions Club](#)

[2025 Community Grant – NAEC Parent Council](#)

[2025 Community Grant – Ompah Community Centre](#)

[2025 Community Grant Application- Studio Tour](#)

[2025 Community Grant – Astronomy Park](#)

The Corporation of the Township of North Frontenac

By-law # 2025-02

Being a By-law to Establish a Policy for Community Grants for the Corporation of the Township of North Frontenac

Whereas Council includes funding in the annual budget for Community Grants and deems it necessary to establish a Policy to allocate these funds to various community organizations;

Now Therefore the Council of The Corporation of the Township of North Frontenac does hereby adopt the "Community Grants Policy" attached hereto as Schedule "A"; Schedule "B: and Schedule "C";

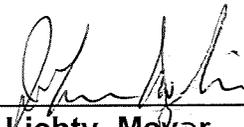
And That all resolutions, by-laws or parts of by-laws, which are contrary to or inconsistent with this by-law are hereby repealed;

And That By-law #2024-03 is hereby repealed;

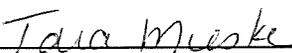
And That this By-Law shall come into force and take effect on the date of its passing.

Read a first and second time **January 10, 2025.**

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



Gerry Lichty, Mayor



Tara Mieske, Clerk

Schedule "A"

1. Definitions

In this Policy:

- a) "Community Organization" means not-for-profit unincorporated groups or registered charitable organizations who operate a business or provide a service within the geographic boundaries of the Township and have been in existence for a period of a minimum of two (2) years.
- b) "Council" means the Council of The Corporation of the Township of North Frontenac.
- c) "Township" means The Corporation of the Township of North Frontenac.

2. Purpose

Community Grant funding demonstrates Council's commitment to working with Community Organizations. The purpose of this Policy is to establish a procedure for all proposed grants to Community Organizations.

The goal of the Community Grants program is to assist in the development and operation of not-for-profit community organizations who provide programs, services or events that promote and/or enhance the overall wellbeing of the community.

3. Guidelines

- a) To help ensure projects are prioritized based on the needs of the community and to provide financial guidelines, when Council is considering Applications, Council commits a maximum of \$10,000 to the annual budget effective 2020 (over and above the existing approved expenditures).
- b) Criteria for Community Grant Recipients
 - Projects must have a well-defined purpose and take place within the calendar year of receiving the Community Grant.
 - The request could provide a new or improved community service or an economic and/or social benefit.
 - To ensure the Program remains sustainable for the future and to allow more Community Groups an opportunity to benefit from the Program, Council will only consider an annual Application from a Community Group (can submit for more than one project) for a total maximum of \$1,000.
 - Council will only consider requests for funding from Community Groups in accordance with the Community Grants Policy (not throughout the year).
- c) Community Grants will not be given to cover deficits or retire debt or to provide money for fundraising activities or to sustain support.
- d) Community Grants will not normally be given to contribute to major renovation or capital construction costs, with the exception of partnering for a Township asset.
- e) Previously approved Community Organizations may reapply for a project and be approved for further funding if there is evidence the program is developing successfully.
- f) The Manager of Community Development will publish an annual Notice regarding the application process on the Township's website and Social Media accounts and in the local paper.
- g) The Manager of Community Development will publish annually on the Township's website a list of the Community Organizations receiving Community Grants as well as a brief description of the project and the amount they received.
- h) Applications received after the annual Application deadline will not be considered.
- i) Council may award Community Grants that include terms and conditions with respect to the use of the funds. Community Organizations who fail to comply with the terms and conditions shall be ineligible for further funding.
- j) Community Organizations who Council determines do not conform to the requirements of this Policy may have any promissory Community Grants revoked and may be ineligible for further funding.

- k) Some Community Organizations are provided funding through the annual budget; however, if these Community Organizations require additional funding for special projects, they are permitted to apply for same through this Community Grants Policy.
- l) A project may not start prior to the Community Organization receiving approval for funding to be eligible within the Community Grant Program.
- m) The Community Grants Program shall be for Organization's that are within the geographic boundaries of the Township; with the exception of the North Addington Education Centre (NAEC) and Granite Ridge Education Centre (GREC); Community Service Agencies that provide direct benefit to residents of North Frontenac; and those already included in the existing exemptions (can apply annually for up to \$1,000 as well).

4. Application Submission (see Schedule "B")

- a) The Community Organization will obtain an Application from the Township's website or by contacting the Municipal Office.
- b) The Application is to be completed and signed by two Principal Officers, authorized to sign on behalf of the Community Organization (unless the Community Organization only has one person appointed to have signing authority).
- c) The Application must be accompanied by the Community Organization's budget with a breakdown of how the grant funding will be used for the requested project(s) or proposal(s) including a list and description of actual and pending costs.
- d) Applications shall be submitted in person, by fax, by email or by mail to the attention of the Manager of Community Development of the Township of North Frontenac and marked "Community Grant Application".
 - Address: 6648 Road 506, Plevna, ON K0H 2M0.
 - Fax: 613-479-2352
 - Email: recreation@northfrontenac.ca
- e) Applications must be received and date stamped prior to the annual deadline of April 30th to be considered for a Community Grant under this Policy.
- f) It is the responsibility of the Applicant to ensure the Application is complete and submitted by the deadline.

5. Application Evaluation

- a) Community Grant Applications shall be evaluated by Council who will review them and rate them on their impact to the community and the ability to support and improve the quality of life for residents.
- b) Should multiple Applicants meet the Application requirements and goals of the funding, a fixed amount will be granted to each Community Organization based on Council's evaluation and within budget constraints and the amount applied for by each Community Organization (not to exceed \$1,000).
- c) Council may refuse an Application that:
 - does not meet the criteria set out in this Policy for funding;
 - Council believes, with reasonable grounds, has made false statements on the Application;
 - has breached Conditions of this Policy in the past;
 - Council believes the Community Organizations goals or projects are not in the public's interest or that the Community Organization may not carry on business with honesty or integrity; or
 - Council believes has a financial situation that indicates the Community Organization will not be conducted in a financially feasible manner.
- d) All Applicants shall be notified by the Manager of Community Development, in writing of Council's decision on the Community Grant made during the Council Meeting where Community Grants are considered. If the Community Grant is approved the Letter of Award shall include any terms and conditions that apply to the Community Grant.

6. Reporting (see Schedule "C")

- a) Within sixty (60) days of the end of the project or by December 31st of the year the Community Grant was provided, the Community Organization shall submit a Final Report to the Manager of Community Development. The Final Report is intended to help the Community Organization evaluate the initiative and help Council evaluate the effectiveness of the grants in supporting and improving the quality of life in our community.

7. Effective Date

- a) This Community Grants Policy came into effect on February 28, 2020 (see Section 4e) re: April 30th deadline).

8. Exemptions

- a) Some Community Organizations are provided funding through the annual budget. These include:
 - i. Cloyne and District Historical Society - \$500
 - ii. Land O' Lakes Community Services - \$1.50 per household in Ward 1 per Resolution #103-15 \$2,250
 - iii. Land O' Lakes Community Services Christmas Hamper Program \$500
 - iv. Land O' Lakes Lions Club Food Bank - \$2,000
 - v. Land O' Lakes Garden Club – Planter Boxes, Cloyne Pioneer Cemetery, etc. - \$700
 - vi. Land O' Lakes Lions Club – Santa Claus Parade - \$400 per Resolution #511-13
 - vii. Land O' Lakes Lions Club – Toll Road Hand Out \$180
 - viii. Central & North Frontenac Seniors and Law Enforcement Together (SALT) \$500
 - ix. Mazinaw Lake Swim Program – \$1500 per Resolution #59-18
 - x. North Frontenac Community Services – Northern Rural Youth Program - \$6000 per Resolution #07-23Ompah/Plevna – Santa Claus Parade - \$400 Per Resolution #511-13
 - xi. Sand Lake Swim Program - \$1500 per Resolution #59-18
 - xii. North Addington Education Centre Outdoor Education Program - \$2,000 per Resolution #269-18
 - xiii. Clarendon Central Public School – \$1,000
 - xiv. North and Central Frontenac Food Bank Inc. - \$2,000
- b) These exempted Community Organizations are not required to submit an Application or a Final Report unless their request is for a different purpose (special project) and/or amount.

Schedule "B"

Community Grant Application Form

Thank you for applying for a Community Grant for your Organization!

Our priority is to support programs or projects with tangible results that enrich and connect residents to their community.

Please answer the following questions.

Date:		
Committee or Organization Name:		
Organization		
Address		
Phone Number		
Email Address		
Website		
Contact Person		
Name		
Phone Number		
Email Address		
Alternate Contact Person		
Name		
Phone Number		
E-mail Address		
Did you consult with Township Staff? (Note: This is only required if working on Township property)		Yes ____ No ____

Project or Proposal:

<p><u>Project Overview Description: (750 words maximum) and Desired Outcomes</u> The project description should provide in depth details of how you plan to bring your project to life. Include some of the key next steps and activities you will undertake; what will be accomplished; and the desired outcomes. (This could include reference letters, website pages, photos, etc.)</p>	
Amount requested:	\$

Has your organization received a grant previously from this Township program?

Yes _____ No _____

Amount (cumulative)	\$	Year(s)	
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Other Information:

The following are to be included with this Application. Please check to indicate attached:

- _____ A statement of the Community Organization’s constitution and a mission or statement of purpose
- _____ Description of services and programs offered and geographical area served by your organization
- _____ Description of clientele participating or utilizing services/program
- _____ Statement of the Community Organizations budget breakdown on how the funds will used for the requested project(s) or proposal(s)

Disclaimer and Signature:

We certify that our answers are true and complete to the best of our knowledge. We agree to complete a “Final Report” and disclose all relevant information to the Township.

The Community Organization takes full responsibility for the actions of all members and volunteers associated with the Community Organization.

Principal Officer:

Signature: _____ Date: _____

Principal Officer:

Signature: _____ Date: _____

Note: Principal Officer(s) shall be authorized to sign on behalf of the Community Organization.

Information Accessibility - Information provided by the Applicant and contained within the Application Form and any applicable attachments, is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990 and will be used solely by the Corporation of the Township of North Frontenac to evaluate and recommend funding allocations. Applications will be reviewed in an open, to the public, meeting format of Council.

Schedule "C"

Within sixty (60 days of the end of the project or by December 31st of the year the Community Grant was provided) the Community Organization shall submit a final Report to the Manager of Community Development. Please answer the following questions.

Date:	
Committee or Organization Name:	
Organization	
Name:	
Phone Number:	
Email Address:	
Website:	
Contact Person	
Name:	
Phone Number:	
Alternate Contact Person	
Name:	
Phone Number:	

A statement of Budget versus actual on how the grant funding was used for the project(s) must be included with the Final Report.

Please check to indicate attached _____

<p>Summary of the Project or Proposal Outcome</p> <p>Include any other useful information from your project. This could include reference letters, website pages, photos of projects, partnerships, etc. (200 words maximum)</p>

Disclaimer and Signature:

We certify that our answers are true and complete to the best of my knowledge. And have disclosed all relevant information.

The Community Organization takes full responsibility for the actions of all members and volunteers associated with the Community Organization.

Principal Officer:

Signature: _____ Date: _____

Principal Officer:

Signature: _____ Date: _____

Note: Principal Officer(s) shall be authorized to sign on behalf of the Community Organization.

Privacy and Accessibility:

The information contained within this Application Form and any applicable attachments is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, and will be used solely by the Corporation of the Township of North Frontenac to evaluate and recommend funding allocations. Applications will be reviewed in an open, public meeting of Council, and therefore will become public information.

Schedule "B"

Community Grant Application Form

Thank you for applying for a Community Grant for your Organization!

Our priority is to support programs or projects with tangible results that enrich and connect residents to their community.

Please answer the following questions.

Date:	April 30th, 2025	
Committee or Organization Name:	Children's Christmas Party	
Organization		
Address	8090 Hwy 509	
Phone Number	613- 318-4039	
Email Address	rossgm820@gmail.com	
Website		
Contact Person		
Name	Michelle Ross	
Phone Number	613-318-4039	
Email Address	rossgm820@gmail.com	
Alternate Contact Person		
Name		
Phone Number		
E-mail Address		
Did you consult with Township Staff? (Note: This is only required if working on Township property)	Yes ____ No <input checked="" type="checkbox"/>	

Project or Proposal:

<u>Project Overview Description: (750 words maximum) and Desired Outcomes</u>	
The project description should provide in depth details of how you plan to bring your project to life. Include some of the key next steps and activities you will undertake; what will be accomplished; and the desired outcomes. (This could include reference letters, website pages, photos, etc.)	
<p>The Children's Christmas Party for North Frontenac Wards 2 and 3 is an yearly event started many years ago and it is made possible by generous donations from our communities: businesses, parents, individuals, community halls and the municipality.</p> <p>Before the Santa Claus parade, children up to Grade 8 attend the party where they visit with Santa, receive a gift, have an opportunity to have their photo taken with Santa and participate in various Christmas activities and face painting.</p> <p>On behalf of group of volunteers organizing this event I would like to ask to be considered for the CommunityGrant to help with the costs involved.</p> <p>If the grant will be approved, the money would be used to help purchase the presents for the children.</p>	
Amount requested:	\$ 1000.00

Has your organization received a grant previously from this Township program?

Yes _____ No X

Amount (cumulative)	\$	Year(s)	
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Other Information:

The following are to be included with this Application. Please check to indicate attached:

- A statement of the Community Organization's constitution and a mission or statement of purpose
- Description of services and programs offered and geographical area served by your organization
- Description of clientele participating or utilizing services/program
- Statement of the Community Organizations budget breakdown on how the funds will used for the requested project(s) or proposal(s)

Disclaimer and Signature:

*We certify that our answers are true and complete to the best of our knowledge.
We agree to complete a "Final Report" and disclose all relevant information to the Township.*

The Community Organization takes full responsibility for the actions of all members and volunteers associated with the Community Organization.

Principal Officer: Michelle Ron Date: April 30, 2025
Signature: _____

Principal Officer:
Signature: _____ Date: _____

Note: Principal Officer(s) shall be authorized to sign on behalf of the Community Organization.

Information Accessibility - Information provided by the Applicant and contained within the Application Form and any applicable attachments, is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990 and will be used solely by the Corporation of the Township of North Frontenac to evaluate and recommend funding allocations. Applications will be reviewed in an open, to the public, meeting format of Council.

- The mission of the volunteers organizing the Christmas party is to provide all children with a Christmas present and Christmas activities.
- Annual Christmas party for the children in Wards 2 and 3.
- Children ages 0-13
- Children Christmas Party Annual budget is \$4000. Community grant of \$1000 will be used for purchasing a portion of presents for the children. The remaining \$3000 to be received in other donations.

Schedule "B"

Community Grant Application Form

Thank you for applying for a Community Grant for your Organization!

Our priority is to support programs or projects with tangible results that enrich and connect residents to their community.

Please answer the following questions.

Date:	April 2025	
Committee or Organization Name:	Clarendon Central Public School Parent Council	
Organization		
Address	7356 Road 506, Plevna	
Phone Number	(613)479-2264	
Email Address	N/A	
Website	N/A	
Contact Person		
Name	Jilene England	
Phone Number	(613)812-2111	
Email Address	jileneengland@gmail.com	
Alternate Contact Person		
Name	Laurie Clark	
Phone Number	(613)772-0007	
E-mail Address	laurieclark777@gmail.com	
Did you consult with Township Staff? (Note: This is only required if working on Township property)	Yes	No

Project or Proposal:

<p>Project Overview Description: (750 words maximum) and Desired Outcomes</p> <p>The project description should provide in depth details of how you plan to bring your project to life. Include some of the key next steps and activities you will undertake. What will be accomplished and the desired outcomes. (This could include reference letters, website pages, photos, etc.)</p> <p>Clarendon Central Public School's Parent Council is instrumental in providing financial supports to the students & classrooms. Each year, Parent Council works hard to fundraise to improve student learning, classroom and yard enhancements, and to ensure all students have the ability to participate in extracurricular activities - sporting events, presentations, field trips.</p> <p>Clarendon Central Public School Parent Council & volunteers provide good will offering hot lunches to students each month; the council & school also host a Spaghetti Dinner, Chilli Night (also good will offering events) and a Spring Sale each year. These events require updated kitchen equipment to properly prepare and serve food.</p> <p>CCPS Parent Council is requesting Community Grant Funds for the following items:</p> <ol style="list-style-type: none"> 1) 1 Hood fan for ventilation 2) 1 Microwave 3) 2 foldable serving carts 4) 1 large stainless steel pot <p>CCPS Parent Council has received an estimate of \$950.00 from our community's local Home Hardware; including a generous discount.</p>	
Amount requested:	\$ 950.00

Has your organization received a grant previously from this Township program?

Yes No

Amount (cumulative)	\$ 7438.02	Year(s)	2017-2023
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Other Information:

The following are to be included with this Application. Please check to indicate attached:

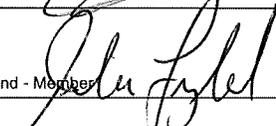
- A statement of the Community Organization's constitution and a mission or statement of purpose
- Description of services and programs offered and geographical area served by your organization
- Description of clientele participating or utilizing services/program
- Statement of the Community Organizations budget breakdown on how the funds will be used for the requested project(s) or proposal(s)

Disclaimer and Signature:

We certify that our answers are true and complete to the best of our knowledge. We agree to complete a "Final Report" and disclose all relevant information to the Township.

The Community Organization takes full responsibility for the actions of all members and volunteers associated with the Community Organization.

Principal Officer: 
Signature: Laurie Clark - Treasurer Date: April 17, 2025

Principal Officer: 
Signature: Jilene England - Member Date: April 17, 2025

Note: Principal Officer(s) shall be authorized to sign on behalf of the Community Organization.

Information Accessibility - Information provided by the Applicant and contained within the Application Form and any applicable attachments, is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990 and will be used solely by the Corporation of the Township of North Frontenac to evaluate and recommend funding allocations. Applications will be reviewed in an open, to the public, meeting format of Council.

Clarendon Central Public School Parent Council

Mission Statement

To enhance student learning through cooperative efforts of parents, staff members and others in the community. The Parent Council is an advisory body of volunteers who work together to provide ideas and opinions to help the principle, and at times the school district, to make the school a better place of learning.

Services Offered

Parent Council organizes a number of fundraising events including a spring sale, community lunches, chocolate bar & peppercorn sales. This council provides a wide range of opportunities for the students – free pizza lunches, the purchases of classroom and outdoor equipment, providing transportation dollars to activities, sport jerseys and special interests groups. Parent Council also provides community activities including dinners, vendor sales, and events.

Clientele Participating

Clarendon Central Public School has students from age 3 to 14. Students live in North Frontenac - Fernleigh, Ardoch, Ompah, and Plevna areas.

Budget Breakdown

Clarendon Central Public School Parent Council will allocate funds approved by the Community Grant directly to the costs outlined in the application.

Schedule "B"

Community Grant Application Form

Thank you for applying for a Community Grant for your Organization!

Our priority is to support programs or projects with tangible results that enrich and connect residents to their community.

Please answer the following questions.

Date:	February 6,2025	
Committee or Organization Name:	Cloyne and District Historical Society - Pioneer Museum	
Organization		
Address	Box 22, Cloyne, ON K0H 1KO	
Phone Number	613-336-3211	
Email Address	pioneer@mazinaw.on.ca	
Website	https://pioneer.mazinaw.on.ca/	
Contact Person		
Name	Ken Hook	
Phone Number	613-336-3211	
Email Address	kenwhook@gmail.com	
Alternate Contact Person		
Name	Ian Brumell	
Phone Number	613-336-2203	
E-mail Address	margian@mazinaw.on.ca	
Did you consult with Township Staff? (Note: This is only required if working on Township property)	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	

Project or Proposal:

<u>Project Overview Description: (750 words maximum) and Desired Outcomes</u>	
The project description should provide in depth details of how you plan to bring your project to life. Include some of the key next steps and activities you will undertake. What will be accomplished and the desired outcomes. (This could include reference letters, website pages, photos, etc.)	
<p>Pioneer Museum Garden Enhancements /Improvements</p> <p>The gardens of the Pioneer Museum in Cloyne provide a welcoming feeling to visitors to our museum. It is also a stopping place in the village for visitor to use our many outdoor tables for a picnic.</p> <p>Our project is enhancing the gardens by removing some perennial flowers and replacing them with heritage, local varieties. Landscape cloth will be added underneath some flower beds to prevent persistent weeds. A stone pathway in front of the new Heritage Wall has been identified as a possible tripping hazard. We plan to reset some stones, move others, and add pea gravel to make the walkway safer.</p> <p>Upon completion, the museum gardens will be a showpiece and complement the nearby Indigenous Garden and Benny's Lake Park.</p>	
Amount requested:	\$ 1000.00

Has your organization received a grant previously from this Township program?

Yes _____ No

Amount (cumulative)	\$	Year(s)	
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Other Information:

The following are to be included with this Application. Please check to indicate attached:

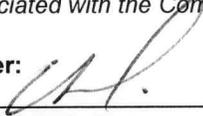
- A statement of the Community Organization's constitution and a mission or statement of purpose
- Description of services and programs offered and geographical area served by your organization
- Description of clientele participating or utilizing services/program
- Statement of the Community Organizations budget breakdown on how the funds will used for the requested project(s) or proposal(s)

Disclaimer and Signature:

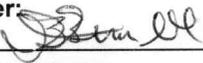
We certify that our answers are true and complete to the best of our knowledge. We agree to complete a "Final Report" and disclose all relevant information to the Township.

The Community Organization takes full responsibility for the actions of all members and volunteers associated with the Community Organization.

Principal Officer:

Signature:  Date: February 6, 2025
Kenneth Hook, President

Principal Officer:

Signature:  Date: February 6, 2025
Ian Brumell, Treasurer

Note: Principal Officer(s) shall be authorized to sign on behalf of the Community Organization.

Information Accessibility - Information provided by the Applicant and contained within the Application Form and any applicable attachments, is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990 and will be used solely by the Corporation of the Township of North Frontenac to evaluate and recommend funding allocations. Applications will be reviewed in an open, to the public, meeting format of Council.

NF Community Grant Application 2025

From the Cloyne and District Historical Society (CDHS)

Schedule 'B' Other Information

Statement of the Community Organization's constitution and a mission or statement of purpose

Our Mission is 'To Preserve the Past, For the Future'. A copy of our By-laws is attached to this application.

Description of Services and Programs offers and geographic area served by the organization.

The CDHS operated the Pioneer Museum in Cloyne. During the summer months, we welcome over 1,500 visitors through our doors to experience the history of our area. Summer students and volunteers staff the museum seven days a week from the end of June to Labour Day. The museum is open off-season by appointment. We exhibit the most extensive collection of artifacts, photos, and documents to serve our catchment area. The CDHS holds monthly general meetings with guest speakers and is governed by a volunteer board of directors. Our catchment area includes parts of North Frontenac, Addington Highlands and the Township of Greater Madawaska. Our museum is located on Township of North Frontenac property in Cloyne.

Description of clientele participating or utilizing services/programs.

Our clientele or 'visitors' come from all walks of life. We primarily welcome tourists as a key attraction in our region. The museum has been a place to stop for a picnic, take a walk around inside the museum to see what's new and spend an hour or so on a rainy day. Whether full-time or seasonal, residents visit to learn about family history, stroll through the museum to see 'things as they were', or maybe enjoy the in-museum scavenger hunt for children. Our programs are designed by our volunteer members and implemented by summer staff and volunteers.

Statement of the Community Organization's budget breakdown on how the funds will be used for the requested projects.

Our budget is \$1000, which will be targeted at outside garden enhancements. The enhancements will include:

1. replacement of some perennial flowers with heritage perennials to complement the Indigenous garden in Benny's Park \$400
2. weeding and installation of landscape cloth to prevent excessive weed growth \$400

3. removal of trip hazards in the stone walkway near the Heritage wall re-setting them in other areas, and replacing part of the walkway with pea gravel \$200
4. adding outside artifacts and farm implements where appropriate to the gardens \$0 - donated

It is our plan to beautify the museum gardens to encourage more visitors to stop for a picnic and explore our museum. Admission is free but donations at the door are welcome and help keep the the museum sustainable.

Constitution and Bylaws
Cloyne and District Historical Society
Revised June 20, 2022 AGM

A. Articles of the Constitution

1. Name: The name of the organization is "Cloyne and District Historical Society" (the "Society"). It is an independent, not-for-profit organization incorporated on May 5, 2001 through affiliation with The Ontario Historical Society under its Special Act approved by the Legislative Assembly of Ontario in 1899. The Ontario Corporation Number is 1482643.
2. Purposes:
 - a) to record and preserve the history of the area defined as the communities and general area surrounding Highway 41 from Kaladar to Denbigh and east to the Madawaska River to include the communities of Vennachar, Matawatchan and Griffith.
 - b) to advance education by improving the public's understanding of the history of the Area by:
 - (i) the permanent and changing displays of artifacts in the Pioneer Museum.
 - (ii) hosting educational events and speakers at the Society's monthly meetings which are open to the public.
 - (iii) producing books and other education materials relevant to the history of the Area.
 - c) to receive and display donations of artifacts relevant to the Area.
 - d) to archive materials relating to the Area and [to] make such archives accessible to those who wish to undertake research.
 - e) to maintain the Pioneer Museum's physical plant
 - f) to do all other activities that are ancillary and incidental to achieving the above charitable purposes.
3. Head Office:

The head office shall be in Cloyne, in The Township of North Frontenac, in Frontenac County, Ontario.
4. Non-profit status:

The Society shall be carried on without the purpose of gain for its members, and any profits or other accretions to the corporation shall be used in furtherance of its purposes.
5. Fiscal Year: The fiscal year shall be from January 1 to December 31.
6. Remuneration:

The directors of the Society shall serve as such without remuneration and no director shall directly or indirectly receive any profit from their position as such, provided that directors may be paid reasonable expenses incurred by them in the performance of their duties and appropriate travel and other expenses regarding workshops or special meetings which are for the benefit of the entire Society.
7. Dissolution:
 - (a) the decision to dissolve the Society shall be voted upon by the general members at a special meeting called for that purpose.
 - (b) In the event of the winding up of the Society, distribution of income of the Society during its lifetime, or of earned surplus to any member or for the personal benefit of any members of the Society is prohibited.
 - (c) Upon dissolution of the Society and after the settlement of all of its debts and liabilities and in the event that another organization or government body has agreed to continue the operation of the Pioneer Museum
 - (i) any funds still held by the Cloyne and District Historical Society Endowment Fund will be made available to such organization or government body for the purpose of operating the Pioneer Museum
 - (ii) at the discretion of the Board of Directors in place at the time of dissolution, any remaining surplus or property of the Society will be offered to the such organization or government body for the purpose of operating the Pioneer Museum
 - (iii) artifacts in the museum shall be offered to such organization or government body for the purpose of operating the Pioneer Museum.
 - (d) Upon dissolution of the Society and after the settlement of all of its debts and liabilities and in the event that the Pioneer Museum will not continue to operate in any fashion:
 - (i) any funds still held by the Cloyne and District Historical Society will be given in equal

portion to the Community Foundations for Lennox and Addington and for Frontenac to advance their charitable purposes through local Funds managed by them.

(ii) at the discretion of the Board of Directors In place at the time of dissolution, any remaining surplus or property of the Society shall be distributed or disposed of to local charitable organizations registered under the Income Tax Act and with purposes that are similar to the Society's and are beneficial to communities in the counties of Lennox & Addington and Frontenac.

(iii) artifacts in the museum shall be offered to any remaining family member of the original donor and then donated to another museum in the counties of Lennox & Addington and Frontenac, at the discretion of the outgoing Board.

B. Bylaws

Membership

- 1.01 Anyone interested in the objects of the organization may become a member on payment of an annual fee, which is determined by the Board of Directors and ratified by the membership.
- 1.02 It is reasonable to expect members to take some part in the Society's activities, and to assume some share of the responsibilities for the activities of the Historical Society.

Meetings

- 2.01 General meetings shall be held on the third Monday of each month, with the exception of ~~June~~, July, August & December or at the call of the President.
- 2.02 Meetings of the Board of Directors shall be held on the first Thursday of the month or at the call of the chair.
- 2.03 The regular meeting in March shall be the Annual General Meeting (the AGM), the purposes of which shall be:
a) to elect Directors, who are elected for a three year term and who shall assume their duties after the conclusion of the AGM;
b) to apprise the membership of the activities of the organization and the details of the financial statements;
c) to appoint a person competent to audit/review the Financial books for the upcoming year.

Quorum

- 3.01 A quorum for regular meetings shall consist of a majority of the members present.
- 3.02 A quorum for meetings of the Board of Directors shall consist of a majority of Board members

Board of Directors

- 4.01 The affairs of the corporation shall be managed by a Board of Directors of ten people. The officers of the corporation shall be the Past President, President, Vice-President, Secretary, Treasurer, with four directors at large. The museum curator shall be an ex-officio member of the Board.
- 4.02 Directors shall be members in good standing of the Corporation.
- 4.03 Directors may serve for a maximum of three consecutive terms. However, in special circumstances, with approval by a majority vote of the membership, this term may be extended for one additional term.
- 4.04 Officers shall be chosen from within the Board of Directors.
- 4.05 Election of Directors: If there is more than one nominee for a position on the Board at the AGM, an election will be held. That election will be supervised by a member who has no connection to any of those people running for office and who has been approached by the Nominating Committee in advance of the AGM.
- 4.06 The Directors must comply with the provisions set out by the Canada Revenue Charities Act and the Charities Accounting act.
- 4.07 Duties of the officers:
a) Past-president - attends Board meetings and offers advice for the welfare of the organization.

- b) President - is responsible for conducting business at meetings. Prepares the agenda for meetings and sees to all pertinent business. Does not vote on motions, except to break a tie.
- c) Vice-President - conducts meetings in the President's absence and stands in for the President as required.
- d) Secretary - takes the minutes of meetings and distributes them in a timely manner, receives a list of members from the Membership Committee at year's end, takes the Roll Call, deals with correspondence and performs other associated duties as required.
- e) Treasurer - handles all money, keeps an account of all receipts and disbursements following generally accepted accounting practices and prepares a financial statement for each meeting and as required by the President.
- f) Duties of the at-large directors:
 - i) to bring expertise and advice to decisions being made;
 - ii) to act as a Nominating Committee prior to the AGM to select candidates for elections to the Board of Directors;
 - iii) to assume other responsibilities as assigned by the president.
- g) Removal: Directors may be removed from office by a two-thirds majority vote of the membership at an Annual General Meeting, or at a meeting called for such a purpose. Such action may only be taken for matters such as dereliction of duties, physical or mental incapacity which interferes with the execution of required duties, failure to attend three consecutive Board meetings without cause, or actions which undermine the objects of the corporation.
- h) Any member of the Board who finds it necessary to resign his/her position prior to the termination of his/her term must do so by letter to the Board.
- i) As long as a quorum remains, vacancies on the Board may be left to be filled at the next AGM or may be filled by the Board from the membership at the time of the vacancy, to be ratified at the next AGM.
- j) In discharging his/her duties, every officer and director shall act honestly and in good faith with a view to the best interests of the corporation.
- k) Officers, in consultation with committee chairs, shall be responsible for creating an annual budget, to be approved by the Board, prior to the AGM and by the membership at the March AGM.

Signing Officers

5.01 The signing officers of the organization shall be any two of the members of the Board of Directors.

By-Law Changes

6.01 The Board of Directors shall consider any amendments to the Constitution and Bylaws and recommend these amendments to the membership. Such amendments shall be adopted only upon a majority of the membership attending a general or special meeting. Notice of that meeting must be given to the membership at least 45, but no longer than 50, days in advance of the meeting.

Record storage

7.01 All documents pertinent to the incorporation status of the corporation as well as financial statements and minutes of meetings shall be kept at the head office of the corporation.

Committees

8.01 There shall be six Standing Committees: Communications, Heritage Research, Membership, Pioneer Museum Patrons, Museum and Finances.

- a) Duties of the Communications Committee:
 - i) to produce two newsletters per year, one in November and one in April;
 - ii) to produce brochures as required;
 - iii) to report findings to the Board of Directors and to the membership as required.
 - iv) To publicize and undertake other duties, such as posters, as required by the Board of Directors.
- b) Duties of the Heritage and Research Committee:
 - i) to do research on local history;
 - ii) to report findings to the Board of Directors and to the membership as required.
- c) Duties of the Membership Committee:
 - i) to receive dues at the January meeting and at any other time when new members join;
 - ii) to keep an accurate and up-to-date list of members;
 - iii) to report to the Board of Directors and the membership as required.
 - iv) to solicit potential new members of the CDHS.
- d) Duties of the Pioneer Museum Patrons Committee:
 - i) to solicit new patrons;
 - ii) to keep an accurate and up-to-date list of patrons;
 - iii) to report to the Board of Directors and the membership as required;
 - iv) to distribute, mail or email newsletters and any other items of interest to patrons as required.
- e) Duties of the Museum and Archives Committee:
 - i) to look after the maintenance and staffing of the museum;
 - ii) to accept appropriate artifacts from donors and ascertain that they are catalogued and displayed;
 - iii) to keep accurate records of museum visitors, sales and donations;
 - iv) to continue to upgrade exhibits;
 - v) to continue to archive appropriate items following established archival procedures.
 - vi) to report to the Board of Directors and the membership as required.
- f) Duties of the Finance Committee:
 - i) The President, Secretary & Treasurer ["acting as Trustees" to be deleted] shall constitute the Finance Committee of the corporation.
 - ii) The purpose of the Finance Committee shall be to oversee the management of the Corporation's finances, including all investments.

iii) The Finance Committee shall meet at least once a year.

- 8.02 Ad Hoc Committees may be formed at the request of the Board of Directors to do a specific task and then disbanded at the conclusion of the task.
- 8.03 All committees, both standing and ad hoc, must present a timely report to include a financial report if relevant, stemming from their projects to the Board of Directors and the Membership.

Insurance

- 9.01 Insurance shall be purchased by the corporation for the benefit of its members, Board of Directors and specific holdings, such as the museum building, and for the benefit of the general public visiting the museum.

Revision of Bi-Law final draft for 2020 approved at Board of Directors meeting, 2020/02/06. Minor changes and approval presented at the AGM 2020/03/16.

Schedule "B"

Community Grant Application Form

Thank you for applying for a Community Grant for your Organization!

Our priority is to support programs or projects with tangible results that enrich and connect residents to their community.

Please answer the following questions.

Date:	APRIL 24/25	
Committee or Organization Name:	CLOYNE RECREATIONAL VOLLEYBALL CLUB	
Organization		
Address	1045A WHALEN LANE, CLOYNE, ON K0H1K0	
Phone Number	416-471-1873	
Email Address	cloyne.rec.volleyball@gmail.com	
Website		
Contact Person		
Name	MARION FARRELL	
Phone Number	416-471-1873	
Email Address	peudledogmum@gmail.com	
Alternate Contact Person		
Name		
Phone Number		
E-mail Address		
Did you consult with Township Staff? (Note: This is only required if working on Township property)	Yes _____	No <u>X</u>

Project or Proposal:

<u>Project Overview Description: (750 words maximum) and Desired Outcomes</u>	
The project description should provide in depth details of how you plan to bring your project to life. Include some of the key next steps and activities you will undertake. What will be accomplished and the desired outcomes. (This could include reference letters, website pages, photos, etc.)	
<p>We are an informal group of residents who were looking for an active activity we could participate in without being competitive. We are open to all residents of the area, over the age of 18. Most of us are retirees. Volleyball is something we all played in school and is a social outlet as well as physical.</p> <p>We meet Wednesdays at the North Area Education Center (NAEC) for two hours of fun, non-competitive play.</p> <p>We advertise by word of mouth and on Facebook.</p> <p>The costs include the rental of the gym and insurance from February 27 to May 21.</p>	
Amount requested:	\$ 367.28

Has your organization received a grant previously from this Township program?

Yes _____ No X

Amount (cumulative)	\$	Year(s)	
---------------------	----	---------	--

Other Information:

The following are to be included with this Application. Please check to indicate attached:

- A statement of the Community Organization's constitution and a mission or statement of purpose
- Description of services and programs offered and geographical area served by your organization SEE EXTRA DETAILS STATEMENT
- Description of clientele participating or utilizing services/program see extra details
- Statement of the Community Organizations budget breakdown on how the funds will be used for the requested project(s) or proposal(s) see extra details

Disclaimer and Signature:

We certify that our answers are true and complete to the best of our knowledge. We agree to complete a "Final Report" and disclose all relevant information to the Township.

The Community Organization takes full responsibility for the actions of all members and volunteers associated with the Community Organization.

Principal Officer:
Signature:  Date: Apr 21/25

Principal Officer:
Signature: _____ Date: _____

Note: Principal Officer(s) shall be authorized to sign on behalf of the Community Organization.

Information Accessibility - Information provided by the Applicant and contained within the Application Form and any applicable attachments, is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990 and will be used solely by the Corporation of the Township of North Frontenac to evaluate and recommend funding allocations. Applications will be reviewed in an open, to the public, meeting format of Council.

Limestone District School Board

Monthly Statement

Bill To

 Adult Recreational Volleyball
 Marion Farrell
 1045A Whalen Lane
 CLOYNE, Ontario
 K0H 1K0

Bill From

 Limestone District School Board
 220 Portsmouth Ave
 Kingston
 K7M 0G2

Statement #: 1179-202502
Total transactions: 4
Person: Marion Farrell
Organization: Adult Recreational Volleyball
GST/HST Number: 898244421 RT0001

Transaction detail covering 'Feb 01, 2025' To 'Feb 28, 2025'

Date	Reference	Description	Taxes	Amount
Feb 01, 2025		Previous Balance		\$0.00
Feb 04, 2025	CHARGE (#37316)	Insurance Medium/high Risk Activities, up to 3 months in length (1.00 x \$50.00) (#2025-02-03-0006)	RST \$4.00	\$54.00
Feb 19, 2025	CHARGE (#37558)	Booking on Feb 19, 2025 (2 hours) (#2025-02-03-0006)	HST \$3.28	\$28.48
Feb 26, 2025	CHARGE (#37699)	Booking on Feb 26, 2025 (2 hours) (#2025-02-03-0006)	HST \$3.28	\$28.48
Feb 28, 2025	PAYMENT (#37820)	Visa. Thank you! (6261-0_491)		-\$110.96

Charges	\$100.40
Credits	\$0.00
Payments	-\$110.96
Refunds	\$0.00
RST	\$4.00
HST	\$6.56
Balance	\$0.00

Limestone District School Board

Monthly Statement

Bill To

Adult Recreational Volleyball
Marion Farrell
1045A Whalen Lane
CLOYNE, Ontario
K0H 1K0

Bill From

Limestone District School Board
220 Portsmouth Ave
Kingston
K7M 0G2

Statement #: 1179-202503
Total transactions: 3
Person: Marion Farrell
Organization: Adult Recreational Volleyball
GST/HST Number: 898244421 RT0001

Transaction detail covering 'Mar 01, 2025' To 'Mar 31, 2025'

Date	Reference	Description	Taxes	Amount
Mar 01, 2025		Previous Balance		\$0.00
Mar 19, 2025	CHARGE (#38062)	Booking on Mar 19, 2025 (2 hours) (#2025-02-03-0006)	HST \$3.28	\$28.48
Mar 26, 2025	CHARGE (#38179)	Booking on Mar 26, 2025 (2 hours) (#2025-02-03-0006)	HST \$3.28	\$28.48
Mar 31, 2025	PAYMENT (#38305)	Visa. Thank you! (6351-0_500)		-\$56.96

Charges	\$50.40
Credits	\$0.00
Payments	-\$56.96
Refunds	\$0.00
HST	\$6.56
Balance	\$0.00

Apr 2 - no show - ice storm
 Apr 9
 Apr 16
 Apr 23
 Apr 30
 May 7
 14
 21

} 7 x 28.48
 = 199.36

Total 367.28

Informal Residents' Volleyball Group

A Fun and Social Activity for All

We are an informal group of residents who were looking for an active activity we could participate in without being competitive. Our group is open to all residents of the area, over the age of 18.

Our Activities

We gather every Wednesday at the NAEC for two hours of fun, non-competitive volleyball play. Our sessions are designed to be enjoyable and relaxed, focusing on the social aspects of the game rather than intense competition. This makes it a perfect activity for anyone looking to stay active and connect with others in the community.

Membership and Advertisement

Our group is open to all residents aged 18 and above, and we especially welcome retirees who are looking to socialize and stay active. We advertise our activities primarily by word of mouth and through Facebook.

Costs

The costs associated with our volleyball sessions include the rental of the gym and insurance coverage, which is necessary for the safe and smooth running of our activities. For the period from February 27 to May 21, with your grant we would be able to ensure that all these costs are covered, allowing everyone to participate without worrying about additional expenses.

Joining our volleyball group is a wonderful way to enjoy physical activity while making new friends in a relaxed and welcoming environment. Whether you are a seasoned player or a beginner, you will be welcomed.

Mission Statement for Adult Recreational Volleyball Group

Our Mission

Our mission is to foster a welcoming and inclusive environment where adults of all skill levels can engage in the joy of volleyball. We are dedicated to promoting health, fitness, and camaraderie through organized recreational play. Our goal is to create a supportive community that encourages social interaction, physical activity, and the development of volleyball skills, while also emphasizing sportsmanship and fun.

Our Values

- Inclusivity: We welcome players of all backgrounds and skill levels.
- Community: Building strong bonds and friendships among participants.
- Fitness: Promoting physical health and wellness through active participation.
- Sportsmanship: Emphasizing fair play, respect, and teamwork.
- Fun: Ensuring that every game is enjoyable and engaging.

Our Vision

We envision a thriving volleyball community where adult players can improve their skills, make new friends, and enjoy the numerous health benefits associated with regular physical activity.

Schedule "B"

Community Grant Application Form

Thank you for applying for a Community Grant for your Organization!

Our priority is to support programs or projects with tangible results that enrich and connect residents to their community.

Please answer the following questions.

Date:	April 4, 2025	
Committee or Organization Name:	Clar-Mill Community Volunteers	
Organization		
Address	6598 Buckshot Lake Rd, Plevna, ON K0H 2M0	
Phone Number	NA	
Email Address		
Website	NA	
Contact Person		
Name	Glenda Adamthwaite-Huetl, Vice President	
Phone Number	905 841-8683	
Email Address	g.adamthwaite.huetl@gmail.com	
Alternate Contact Person		
Name	Rochelle Dickson, Treasurer	
Phone Number	1 204 612-4427	
E-mail Address	dickson.roc.a@gmail.com	
Did you consult with Township Staff? (Note: This is only required if working on Township property)		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Project or Proposal:

Project Overview Description: (750 words maximum) and Desired Outcomes	
<p>Background: Clar-Mill Community Volunteers (CMCV) based in Plevna was re-established in August 2023. Our Vision & Mission statements are: Provide support to make a positive difference in our community: Enhance the quality of life in North Frontenac.</p> <p>Over the last 1-½ years, CMCV has assisted with and hosted various activities in support of our North Frontenac community members and guests. The majority of these events have been held at the Clar-Mill Community Hall. For example, Bingo Lunch is held at the hall bi-weekly on Tuesdays; and in 2024 & 2025 we hosted various dinners (Pulled Pork, Christmas Turkey, and Valentine’s Day), cooking for large numbers of community members.</p> <p>Over this time, our volunteers have also spent time sorting and reorganizing items associated with previous volunteer groups that are stored at the hall. This included a need to remove/set aside any items that pose health & safety concerns (i.e. aluminum stock pots, broken tables). In this process, we have taken inventory and established a list of items needed to be purchased.</p> <p>Proposal: CMCV is requesting funds to purchase the items below (prices do not include tax & shipping) that will be used regularly at hall events:</p> <ul style="list-style-type: none"> ● 6 x 24 quart stainless steel stock pots with lids @ \$70 - 94 each ● 4 x 4'x4' plastic folding card tables @ \$96 each <p>\$94 x 6 = 564 \$96 x 4 = 384 <u>Total: \$948 (not including tax or shipping)</u></p> <p>These purchases will help us to update necessary items, while continuing to host & support events at the Clar-Mill Community Hall.</p> <p>Examples of Items to be purchased and proposed costs are attached below. The costs may vary. Any expenses beyond the requested grant amount will be paid by CMCV.</p>	
Amount requested:	\$1000.00

Has your organization received a grant previously from this Township program? Yes No

Amount (cumulative)	\$ 1000	Year(s):	2024
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Other Information:

The following are to be included with this Application. Please check to indicate attached:

- A statement of the Community Organization’s constitution and a mission or statement of purpose
- Description of services and programs offered and geographical area served by your organization
- Description of clientele participating or utilizing services/program
- Statement of the Community Organizations budget breakdown on how the funds will used for the requested project(s) or proposal(s)

Disclaimer and Signature:

We certify that our answers are true and complete to the best of our knowledge. We agree to complete a “Final Report” and disclose all relevant information to the Township.

The Community Organization takes full responsibility for the actions of all members and volunteers associated with the Community Organization.

Principal Officer: Glenda Adamthwaite-Huetl, VP

Signature: _____ggah_____ Date: April 4, 2025

Principal Officer: Rochelle Dickson, Treasurer

Signature: _____RAD_____ Date: April 4, 2025

Note: Principal Officer(s) shall be authorized to sign on behalf of the Organization.

Information Accessibility - Information provided by the Applicant and contained within the Application Form and any applicable attachments, is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990 and will be used solely by the Corporation of the Township of North Frontenac to evaluate and recommend funding allocations. Applications will be reviewed in an open, to the public, meeting format of Council.



Rollback

Tramontina
Tramontina 22 Qt Stainless Steel Covered Stock Pot
 ★★★★★ (4.8) 469 reviews
Now \$93.56 ~~\$129.96~~
 You save \$36.40

4 biweekly payments of \$23.39 with Klarna. [Learn how](#)
 Price when purchased online ⓘ

Add to cart

📍 Free pickup by **Tue, Apr 15** at **PEMBROKE_ON**
 🚚 Free delivery, **arrives by Mon, Apr 7** to **Pembroke, K0J 9Z0**
 ✨ Sold and shipped by Walmart

🕒 **Free 90-day returns** [Details](#)

📌 Add to list

Search Walmart 541934

How do you want your items? 95829

Visit the Cook N Home Store ★★★★★ (4.7) | 264

Cook N Home Stockpot Sauce Pot Induction Pot With Lid Professional Stainless Steel 24 Quart

🚚 Free shipping 🕒 Free 90-day returns

\$69.99 6 added

walmart.com

amazon.ca Stephanie

Search Amazon.ca

📍 Deliver to Stephanie - Ompah K0H 2J

Cart Buy Again

Messages about items in your cart >

Subtotal \$383⁹⁶

Proceed to checkout (4 items)

Deselect all items

GoPlus 34" Square Folding Card Table, Foldable Plastic Folding Ta...
\$95⁹⁹
 FREE delivery Apr 7 - 14
 In Stock
 Ships from and sold by [GoPlusCA](#)

4 Delete Save for later

Returns are easy

amazon.ca

NORTH FRONTENAC TOWNSHIP

COMMUNITY GRANT PROGRAM 2025 APPLICATION

LIONS CLUB OF LAND O'LAKES

DESCRIPTION OF CLIENTELE PARTICIPATING OR UTILIZING SERVICES/PROGRAMS

- Communities of Township of North Frontenac and Township of Addington Highlands
- Low density population, isolated community members, small Hamlets
- Seniors, families, singles and children
- Members of all cultures in the area
- Middle and low income community members



Lions Club of Land O'Lakes
12328 Highway 41
Northbrook, ON
K0H 2G0

OUR MISSION:

To empower volunteers to serve their community, meet humanitarian needs and encourage peace.

OUR MOTTO:

“WE SERVE”

OUR OBJECTIVES:

1. To encourage service minded people to serve their community without personal financial reward and to encourage efficiency and promote high ethical standards in commerce, industry, professions, public works and private endeavour.
2. To unite its members in the bonds of friendship, good fellowship and mutual understanding.
3. To promote the principals of good government and good citizenship.
4. To take an active interest in the civic, cultural, social and moral welfare of the community.
5. To provide a forum for the open discussion of all matters of public interest: provided, however, that partisan politics and sectarian religion shall not be debated by Club members.

NORTH FRONTENAC TOWNSHIP

COMMUNITY GRANT PROGRAM 2025 APPLICATION

LIONS CLUB OF LAND O'LAKES - BUDGET BREAKDOWN

Grant Application Request: \$1,000.00

Budget Breakdown:

Santa Claus Parade & Holly Shoppe: \$4,200.00

Santa's Workshop: \$2,600.00

TOTAL \$6,800.00

Schedule "B"

Community Grant Application Form

Thank you for applying for a Community Grant for your Organization!

Our priority is to support programs or projects with tangible results that enrich and connect residents to their community.

Please answer the following questions.

Date:	January 26, 2025	
Committee or Organization Name:	Lions Club of Land O' Lakes	
Organization		
Address	12328 Highway 41, Northbrook, ON K0H2G0	
Phone Number		
Email Address		
Website		
Contact Person		
Name	Gary Shortt	
Phone Number	647-963-4058	
Email Address	shorttga@gmail.com	
Alternate Contact Person		
Name		
Phone Number		
E-mail Address		
Did you consult with Township Staff? (Note: This is only required if working on Township property)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

Project or Proposal:

<p>Project Overview Description: (750 words maximum) and Desired Outcomes The project description should provide in depth details of how you plan to bring your project to life. Include some of the key next steps and activities you will undertake; what will be accomplished; and the desired outcomes. (This could include reference letters, website pages, photos, etc.)</p>	
<p>See attached Lions Club Grant Township of NF Community Grant Application Project Overview 2025</p>	
Amount requested:	\$ 1,000.00

Has your organization received a grant previously from this Township program?

Has your organization received a grant previously from this Township program
Yes No

Amount (cumulative)	\$ 1,000.00/yr	Year(s)	
---------------------	----------------	---------	--

Other Information:

The following are to be included with this Application. Please check to indicate attached:

- A statement of the Community Organization's constitution and a mission or statement of purpose
- Description of services and programs offered and geographical area served by your organization
- Description of clientele participating or utilizing services/program
- Statement of the Community Organizations budget breakdown on how the funds will be used for the requested project(s) or proposal(s)

Disclaimer and Signature:

We certify that our answers are true and complete to the best of our knowledge. We agree to complete a "Final Report" and disclose all relevant information to the Township.

The Community Organization takes full responsibility for the actions of all members and volunteers associated with the Community Organization.

Principal Officer: Gary Shortt Date: January 26, 2025

Principal Officer: _____ Date: _____

Note: Principal Officer(s) shall be authorized to sign on behalf of the Community Organization.

Information Accessibility - Information provided by the Applicant and contained within the Application Form and any applicable attachments, is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990 and will be used solely by the Corporation of the Township of North Frontenac to evaluate and recommend funding allocations. Applications will be reviewed in an open, to the public, meeting format of Council.

TOWNSHIP OF NORTH FRONTENAC

2025 COMMUNITY GRANT APPLICATION FORM

Summary of the Project or Proposal Outcome

The Lions Club of Land O'Lakes organizes and manages a Santa Claus Parade and a Santa's Workshop each year for the community and their children. The Club endeavors to change and improve the parade each year.

Prior to the parade, a Holly Shoppe is provided in the Lions Club Community Centre for children to pick out gifts for their family and have them brightly wrapped by the Lions Club Elves.

The Santa Claus Parade route begins at the Lions Club Community Centre, follows Highway 41 through Northbrook, and travels over to Pine Meadow Nursing Home. The residents enjoy the parade from both outside and inside the Nursing Home. In 2023 and 2024, the parades were changed to a night-time event with decorated and lighted floats by local businesses, service organizations, community members, and of course, Santa & Mrs. Claus on their reindeer pulled sleigh. Traffic control is provided by the OPP and the parade is led by the Volunteer Fire Department.

Hot dogs were added in 2024 to the hot cocoa and apple cider to the after parade festivities at the Lions Club Community Centre. Several holiday displays are set up in the yard and the children get to meet Santa Claus in his house.

The Lions Club entertained the community later in the evening in 2024 with a fabulous fireworks display.

Santa Claus holds his Workshop for children and their families on a following Saturday. Lions Club Elves help the children make holiday crafts such as ornaments, snow globes, finger puppets and cookie decorating at many bright and fun stations. A mad scientist entertains somewhat successful and surprising experiments. Santa Claus meets and greets the children throughout the Workshop.

The number of video and photo views and positive comments continues to increase on social media each year.

The total cost of the Holly Shoppe, Santa Claus Parade and Santa's Workshop Events in 2025 is estimated at \$6,800.00. A breakdown of the cost is attached to this application.

A grant in the amount of \$1,000.00 is requested to help defray the cost of these events run entirely by Lions Club of Land O'Lakes Volunteers.

NORTH FRONTENAC TOWNSHIP

COMMUNITY GRANT PROGRAM 2025 APPLICATION

LIONS CLUB OF LAND O'LAKES - HOW WE SERVE OUR COMMUNITY

Lions Club of Land O'Lakes Community Hall

- Ongoing Hall space for community organizations such as Lennox & Addington Resources for Children and Land O'Lakes Community Services.
- Short Term Hall space for community organizations such as Flu & COVID vaccine clinics, Federal & Provincial Elections, Celebrations of Life, Meals on Wheels and Land O'Lakes Garden Club.
- Weekly community events organized by the Lions Club Volunteers such as Euchre, Bingo and Dart Nights.
- Events organized by the Lions Club Volunteers for the community such as Holiday & Spring Extravaganzas with Local Vendors, Farmers Market, Fish Fry's, Yard Sales, Remembrance Day Ceremony, Music & Friends Drop In, and Holiday Fence Displays.
- Speakers Forum for topics not generally available in the community.
- Emergency Preparedness Plan for the Community.

Lions Club Volunteer Services for their Community

- Food Bank deliveries
- Food Drives
- Hunger Awareness
- Diabetes Awareness & Ham Dinner
- Peace Poster Contest at NAEC & Clarendon Public School
- Community Dances
- Spring yard clean ups for those unable to do so
- Santa Claus Parade & Holly Shoppe
- Santa's Workshop
- Guide Dog Walk to Raise Awareness and Funds
- Yard Sales
- Golf Tournament
- BBQ's at community events
- Alcohol bottle and can collection and removal from North Frontenac Waste Transfer Sites
- Pumpkin Painting for Children.
- Canada Day Events
- RibFest

2024 Donations made by Lions Club of Land O'Lakes to Organizations Serving the Community

- Lennox & Addington Resources for Children
- Land O'Lakes Community Services Drop In
- North Addington Education Centre Bursaries
- Alzheimer Society
- Land O'Lakes Community Services Christmas Hamper
- Lions Foundation of Canada Dog Guides
- Leader Dogs for the Blind
- Baseball for Dad (Mental Health Awareness)
- Pine Meadow Nursing Home
- Ontario Women's Native Association – Napanee
- Heart of Hastings Hospice
- University Hospitals Kingston Foundation
- Lennox & Addington County General Hospital Foundation
- Camp Huronda – Diabetes Camp for Children
- Land O'Lakes Emergency Foodbank
- Community Foundation for Lennox & Addington – Environmental Action 180 Degree Fund
- Camp OUCH & Camp Trillium – Childhood Cancer
- Special Olympics
- Campfire Circle
- Mazinaw Lake Swim Program for Local Children
- North Addington Education Centre Walking Group
- Arden Legion Poppy Fund

Geographical Area Covered by Lions Club of Land O'Lakes

- North Frontenac Township and Township of Addington Highlands

Schedule "B"

Community Grant Application Form

Thank you for applying for a Community Grant for your Organization!

Our priority is to support programs or projects with tangible results that enrich and connect residents to their community.

Please answer the following questions.

Date:	April 15, 2025	
Committee or Organization Name:	NAEC - Parent Council	
Organization		
Address	14196 Highway 41, Cloyne ON K0H 1K0	
Phone Number		
Email Address	naec.sac@gmail.com	
Website	https://naec.limestone.on.ca/school-councils	
Contact Person		
Name	Shelby Rosenblath	
Phone Number	613-743-4868	
Email Address	Shelbyrosenblath@gmail.com	
Alternate Contact Person		
Name	Tegan MacArthur	
Phone Number	613-970-2245	
E-mail Address	Tegan.macarthur@hotmail.com	
Did you consult with Township Staff? (Note: This is only required if working on Township property)	Yes ____ No ____	

Project or Proposal:

<p><u>Project Overview Description: (750 words maximum) and Desired Outcomes</u> The project description should provide in depth details of how you plan to bring your project to life. Include some of the key next steps and activities you will undertake. What will be accomplished and the desired outcomes. (This could include reference letters, website pages, photos, etc.)</p>	
<p>The NAEC Parent Council respectfully submits this proposal to request financial support through the Corporation of the Township of North Frontenac Community Grant Program.</p> <p>Our request is for funding to assist with the purchase a set of new iPads for students in grades 1 through 3. These iPads will replace our current, outdated devices that are no longer compatible with the updated software and educational platforms used in classrooms.</p> <p>This investment is critical as our school transitions to Chromebook-based learning in upper grades and ensures that our youngest learners have access to reliable, engaging, and developmentally appropriate technology that supports early learning. The proposed iPad purchase will enhance our educational offerings, provide significant social and developmental benefits, and contribute to long-term community enrichment. These iPads will:</p> <ul style="list-style-type: none"> - replace the out of date devices that no longer support essential educational software - Allow our teachers to implement the programs tha support diverse individualized learning as outlined by the curriculum - allow for equitable access to technology in preparation for a technologically driven society for all students regardless of socioeconomic background. <p>The parent council thanks you for your consideration of our proposal.</p>	
Amount requested:	\$ 1,000.00

Has your organization received a grant previously from this Township program?

Yes ____ No

Amount (cumulative)	\$	Year(s)	
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Other Information:

The following are to be included with this Application. Please check to indicate attached:

- A statement of the Community Organization’s constitution and a mission or statement of purpose
- Description of services and programs offered and geographical area served by your organization
- Description of clientele participating or utilizing services/program
- Statement of the Community Organizations budget breakdown on how the funds will used for the requested project(s) or proposal(s)

Disclaimer and Signature:

We certify that our answers are true and complete to the best of our knowledge. We agree to complete a “Final Report” and disclose all relevant information to the Township.

The Community Organization takes full responsibility for the actions of all members and volunteers associated with the Community Organization.

Principal Officer:

Signature:  Date: April 29th 2025

Principal Officer:

Signature: Tegan Mac Arthur Date: April 29, 2025

Note: Principal Officer(s) shall be authorized to sign on behalf of the Community Organization.

Information Accessibility - Information provided by the Applicant and contained within the Application Form and any applicable attachments, is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990 and will be used solely by the Corporation of the Township of North Frontenac to evaluate and recommend funding allocations. Applications will be reviewed in an open, to the public, meeting format of Council.

Community Grant Proposal Addendum

North Addington Education Centre (NAEC) Parent Council's Mission/Purpose

The Parent Council is dedicated to enhancing student learning and well-being by planning and executing projects and events which support inclusive, creative and future focused programming that benefit the entire school and community. By working collaboratively with the school staff and educators, families, and the local community partners we have the ability to create opportunities that enhance the educational experience of all our students.

Description of services and programs offered, and geographical area served by your organization

Within the areas of North Frontenac and Lennox and Addington, we provide a forum through which parents and other members of the school community can contribute to improving student achievement and well-being and enhance the accountability of the education system to parents.

The Parent Council helps:

- empower and support parent involvement and engagement in our schools.
- represent a parent voice in Ministry and school board consultations.
- seek parent input on ministry and school board consultations.
- increase, facilitate and support communication between parents and the school/board.
- provide opportunities for parents to develop useful skills to support their student.



Community Grant Proposal

Addendum Cont'd

- provide and support professional development opportunities for school councils; and
- act as a resource for parents and school councils on parent engagement and involvement.

Description of clientele participating or utilizing services/program

North Addington Education Centre school community and students from grades K – Grade 12.

Statement of the Community Organizations budget breakdown on how the funds will be used for the requested project(s) or proposal(s).

Item	Quantity	Unit Cost	Total Cost
iPads (10th Gen, Wi-Fi)	30	390.00	11,700.00
Protective cases	30	25.00	750.00
Total funds needed			12,450.00
NAEC Parent Council Contribution			5,500.00
<i>Balance after NAEC</i>			6,950.00
Community Grant Request			1,000.00
<i>Balance if awarded community grant</i>			5,950.00





Thank you

Schedule "B"

Community Grant Application Form

Thank you for applying for a Community Grant for your Organization!

Our priority is to support programs or projects with tangible results that enrich and connect residents to their community.

Please answer the following questions.

Date:	APRIL 25 2025	
Committee or Organization Name:	OMPAH COMMUNITY CENTRE ASSOC.	
Organization		
Address	10200 ROAD 509 OMPAHON KOHLZJO	
Phone Number	613 340 7887	
Email Address	KATIEWORDEN39@gmail.com	
Website		
Contact Person		
Name	PATRICIA BRADBURY	
Phone Number	613 390 9576	
Email Address	PAT17_9@YAHOO.COM	
Alternate Contact Person		
Name	KATIE WORDEN	
Phone Number	613 340 7887	
E-mail Address	KATIE WORDEN39@gmail.com	
Did you consult with Township Staff? (Note: This is only required if working on Township property)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

Project or Proposal:

<u>Project Overview Description: (750 words maximum) and Desired Outcomes</u>	
The project description should provide in depth details of how you plan to bring your project to life. Include some of the key next steps and activities you will undertake. What will be accomplished and the desired outcomes. (This could include reference letters, website pages, photos, etc.)	
REPLACEMENT OF COMMUNITY REFRIGERATION IN THE ACCESSIBLE FOYER OF THE HALL. THE CURRENT FRIG IS SO OLD, NO ONE REMEMBERS ITS AGE. THE FRIG IS USED FOR GARDEN SURPLUS VEGETABLES IN THE SUMMER AS WELL AS CANNED, BOXED AND PERISHABLE FOOD STUFFS FOR THE USE AND BENEFIT OF THE COMMUNITY. ACCORDING TO THE ONTARIO FOOD BANK, THE FRIG MUST MAINTAIN A TEMPERATURE OF 2 DEGREES. THE CURRENT FRIG FLUCTUATES SO IT MUST BE MONITORED DAILY BY VOLUNTEERS	
Amount requested:	\$ 1000.00

Has your organization received a grant previously from this Township program?

Yes No

Amount (cumulative)	\$ 1000.00	Year(s) 2024	
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Other Information:

The following are to be included with this Application. Please check to indicate attached:

- A statement of the Community Organization's constitution and a mission or statement of purpose
- Description of services and programs offered and geographical area served by your organization
- Description of clientele participating or utilizing services/program
- Statement of the Community Organizations budget breakdown on how the funds will be used for the requested project(s) or proposal(s)

Disclaimer and Signature:

We certify that our answers are true and complete to the best of our knowledge. We agree to complete a "Final Report" and disclose all relevant information to the Township.

The Community Organization takes full responsibility for the actions of all members and volunteers associated with the Community Organization.

Principal Officer:
Signature: Patricia Bradley Date: Apr 25/25

Principal Officer:
Signature: Katie Jordan Date: April 25/25

Note: Principal Officer(s) shall be authorized to sign on behalf of the Community Organization.

Information Accessibility - Information provided by the Applicant and contained within the Application Form and any applicable attachments, is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990 and will be used solely by the Corporation of the Township of North Frontenac to evaluate and recommend funding allocations. Applications will be reviewed in an open, to the public, meeting format of Council.

Ompah Community Centre Association

Mission Statement

To support a facility where community members can meet, hold activities and support each other.

Description of Services & Programs

The community centre hosts a potluck dinner once a month to celebrate community members birthdays.

Events held: Coffee Club, Book Club, Bridge night, Exercise group, Childrens Christmas party, host Santa Clause parade after party, Firefighter Training, Outdoor Winter Dance, RFCS Community Café monthly, SALT Community presentations and a variety of other activities that are beneficial for our community. We also have a library attached to the community centre that is run by volunteers.

The Hall is rented to private individuals, organizations and clubs

Our Membership

At the last AGM meeting held in August 2024, we had 34 members.

Most are retired residents of Ompah and the surrounding neighbourhoods as well as seasonal taxpayers in the area.

Budget Breakdown

Project Plan

Replacement of community refrigerator in the accessible foyer. As per the Ontario Food Bank, in order for the Ompah Community Centre to continue its mandate of community service, the refrigerator must maintain a constant temperature of 2 degrees. A new refrigerator will be able to provide the stability.

Project Results

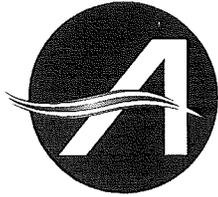
The community refrigerator is one of the many ways Ompah Community Centre strives to give back to our community by keeping it stocked with both perishable items and dry goods for the benefit of all our community members.

Mission/Mandate

Being able to stimulate public participation in our events, our donations will increase, thereby allowing the community centre to donate more into our community

Budget

Materials and supplies	\$ 1,499.00
Freight	\$ 450.00
Tax	\$ 253.37
Total of Project	\$ 2,202.37



ANCASTER

FOOD EQUIPMENT

**A FE BRAND NEW
SINGLE GLASS DOOR COOLERS**



	AFE G10	AFE G14	AFE G17
Doors	One Hinged	One Hinged	One Hinged
Shelves	4	4	4
Cubic feet	9.1	14	17.2
Exterior Dimensions (WxDxH)	21.6" x 21.6" x 63.0"	25.6" x 22.8" x 79.3"	27.5" x 27.0" x 81.0"
Interior Dimensions (WxDxH)	18.9" x 18.3" x 46.0"	22.8" x 19.5" x 55.5"	23.7" x 22.2" x 62.8"
Net Weight (lbs)	190 lbs	120 lbs	201 lbs
Shipping Dimensions (WxDxH)	23.6" x 24.8" x 69.1"	28.0" x 24.8" x 84.0"	29.3" x 28.6" x 84.0"
Gross Weight (lbs)	225 lbs	145 lbs	234 lbs
Electrical	115V/60Hz/1ph	*requires OWN Dedicated Circuit (NO extension cord)*	
Temperature	33°F to 40°F (0.5°C to 4.5°C)		
Plug Type	NEMA 5-15P		
Amps	2.5	2.88	2.78
Compressor HP	1/3	1/3	1/5
Refrigerant	R290		
Warranty	One year parts & service warranty, 6 years on the compressor Extended warranty available to 2 years parts & service, 8 years on the compressor		

NEMA 5-15 NEMA 5-20



CONTACT US FOR MORE DETAILS:

Schedule "B"

Community Grant Application Form

Thank you for applying for a Community Grant for your Organization!

Our priority is to support programs or projects with tangible results that enrich and connect residents to their community.

Please answer the following questions.

Date:	30 April 2025		
Committee or Organization Name:	NORTH FRONTENAC BACKROADS STUDIO TOUR		
Organization			
Address			
Phone Number			
Email Address	northfrontenacstudiotour@gmail.com		
Website	www.northfrontenacbackroadsstudiotour.com		
Contact Person			
Name	TRINA GORR		
Phone Number	613-794-8263		
Email Address	grindstone.pottery@gmail.com		
Alternate Contact Person			
Name	MICHELLE ROSS		
Phone Number	613-479-2226		
E-mail Address	rossgm820@gmail.com		
Did you consult with Township Staff? (Note: This is only required if working on Township property)	Yes	<input type="checkbox"/>	No <input checked="" type="checkbox"/>

Project or Proposal: PURCHASE SIGNAGE FOR FOUR(4) NEW STUDIO LOCATIONS

<p>Project Overview Description: (750 words maximum) and Desired Outcomes The project description should provide in depth details of how you plan to bring your project to life. Include some of the key next steps and activities you will undertake. What will be accomplished and the desired outcomes. (This could include reference letters, website pages, photos, etc.)</p>	
<p>REQUEST \$ 1000 FOR SIGNAGE FOR FOUR(4) NEW STUDIO LOCATIONS</p> <p>PLEASE REFER TO APPENDIX A</p>	
Amount requested:	\$ 1000.00

Has your organization received a grant previously from this Township program?

Yes No

Amount (cumulative)	\$ 5,000	Year(s)	2019-2024
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* unknown prior to 2019

Other Information:

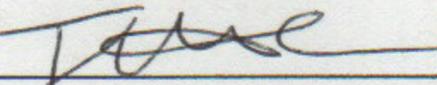
The following are to be included with this Application. Please check to indicate attached:

- A statement of the Community Organization's constitution and a mission or statement of purpose
- Description of services and programs offered and geographical area served by your organization
- Description of clientele participating or utilizing services/program
- Statement of the Community Organizations budget breakdown on how the funds will used for the requested project(s) or proposal(s)

Disclaimer and Signature:

We certify that our answers are true and complete to the best of our knowledge. We agree to complete a "Final Report" and disclose all relevant information to the Township.

The Community Organization takes full responsibility for the actions of all members and volunteers associated with the Community Organization.

Principal Officer:  Date: 30 April 2025

Principal Officer: _____ Date: _____

Note: Principal Officer(s) shall be authorized to sign on behalf of the Community Organization.

Information Accessibility - Information provided by the Applicant and contained within the Application Form and any applicable attachments, is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990 and will be used solely by the Corporation of the Township of North Frontenac to evaluate and recommend funding allocations. Applications will be reviewed in an open, to the public, meeting format of Council.

The North Frontenac Backroads Studio Tour has become an annual September event designed to highlight the skills and talent of various artists and artisans found within our township. In addition we promote North Frontenac township businesses and community groups who provide food, snacks and gas for Studio Tour visitors that weekend.

The 2025 tour will be held September 27 and 28 and is our largest to date, featuring 27 returning participants and introducing nine (9) new artists and artisans. Studio locations can be found throughout North Frontenac. In addition to individual studio locations, three Township halls will host multiple tour members over the weekend.

Our registration fees will cover the regular print and social media advertising and online brochure; however with this years required expansion to 20 studio locations; we respectfully request your assistance with the purchase of new wayfinding and studio signage for the (4 new) studio locations. We anticipate that the new signage cost will be in the vicinity of \$1500 - \$2000; so a township grant of \$1000 would be very helpful and appreciated.

Description of clientele participating or utilizing services/program

- All members of the public young and old can participate in any of the Public Observing Nights and activities of the North Frontenac Amateur Astronomy Club at the Clar-Mil Community Center or at the Astronomy Park.
- There is no fee charged for any of the events that are sponsored by the North Frontenac Amateur Astronomy Club

Description of Services and Programs Offered

- Monthly Astronomy Club ZOOM Meetings offered to members of the community and Club Members
- Monthly Scheduled Observing nights at the Astronomy park utilizing the 2 telescopes as well as laser guided tours of the night sky
- Ad hoc Observing nights for members of the public that contact the township wanting to observe the night skies when they are in the area
- Annual Festival of Stars – a weekend of observing, astrophotography, seminars and activities for the whole family
- Workshops for those with telescopes on how to properly use them.

North Frontenac Amateur Astronomy Club

Mission Statement

To promote Astronomy & the Night Sky to members of the Community and the General Public and to preserve the dark skies in the Township of North Frontenac for future generations to enjoy. To provide learning and teaching programs to those interested in pursuing their love of the night skies.

Schedule "B"

Community Grant Application Form

Thank you for applying for a Community Grant for your Organization!

Our priority is to support programs or projects with tangible results that enrich and connect residents to their community.

Please answer the following questions.

Date:	April 17, 2025	
Committee or Organization Name:	North Frontenac Amateur Astronomy Club	
Organization		
Address	1060 Farm Lake Trail Ardoch On K0H1C0	
Phone Number	647 273 4193	
Email Address	Supergiant2003@hotmail.com	
Website	https://www.facebook.com/search/top/?q=north%20frontenac%20amateur%20astronomers	
Contact Person		
Name	Gary Colwell	
Phone Number	647 273 4193	
Email Address	Supergiant2003@hotmail.com	
Alternate Contact Person		
Name	Betty Hunter	
Phone Number	613 183 3297	
E-mail Address		
Did you consult with Township Staff? (Note: This is only required if working on Township property)		Yes __yes__ No _____

Project or Proposal:

<p><u>Project Overview Description: (750 words maximum) and Desired Outcomes</u> The project description should provide in depth details of how you plan to bring your project to life. Include some of the key next steps and activities you will undertake. What will be accomplished and the desired outcomes. (This could include reference letters, website pages, photos, etc.)</p>

Each year the North Frontenac Amateur Astronomy Club holds our Annual "Festival of Stars" at the North Frontenac Astronomy Park. This year it will be held on September 19-21, 2025.

The Festival has grown by leaps and bounds over the years and the costs associated with presenting this festival have also increased in the areas of Security and advertising.

We are looking for a community grant to cover the cost of providing on site security as well as covering the advertising costs.

In the past these have been our two largest expenditures and significantly deplete our funds.

By providing this funding we could ensure a fantastic festival both in providing security and advertising.

Amount requested:	\$ 1000.00
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Has your organization received a grant previously from this Township program?

Yes Yes No

Amount (cumulative)	\$ 1000.00	Year(s) 2023, 2024	
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Other Information:

The following are to be included with this Application. Please check to indicate attached:

- Y A statement of the Community Organization's constitution and a mission or statement of purpose
- Y Description of services and programs offered and geographical area served by your organization
- Y Description of clientele participating or utilizing services/program
- Y Statement of the Community Organizations budget breakdown on how the funds will be used for the requested project(s) or proposal(s)

Disclaimer and Signature:

We certify that our answers are true and complete to the best of our knowledge. We agree to complete a "Final Report" and disclose all relevant information to the Township.

The Community Organization takes full responsibility for the actions of all members and volunteers associated with the Community Organization.

Principal Officer:

Signature: _____ *Gary Colwell* _____ Date: Apr 17, 2025 _____

Principal Officer:

Signature: _____ *Betty Hunter* _____ Date: Apr 17, 2025 _____

Note: Principal Officer(s) shall be authorized to sign on behalf of the Community Organization.

Information Accessibility - Information provided by the Applicant and contained within the Application Form and any applicable attachments, is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990 and will be used solely by the Corporation of the Township of North Frontenac to evaluate and recommend funding allocations. Applications will be reviewed in an open, to the public, meeting format of Council.

**Statement of the Community Organizations budget breakdown
on how the funds will used for the requested project(s) or
proposal(s)**

Each year the North Frontenac Amateur Astronomy Club holds our Annual "Festival of Stars" at the North Frontenac Astronomy Park. The Festival has grown by leaps and bounds over the years and the costs associated with presenting this festival have also increased in the areas of Security and advertising.

We are looking for a community grant to cover the cost of providing on site security as well as covering the advertising costs

Kewley Security Services	\$750.00
Advertising such as Festival Banner and posters	\$250.00

To: Mayor and Members of Council
From: Darwyn Sproule, Public Works Manager, P. Eng.
Approved by: Corey Klatt, Chief Administrative Officer
Date of Meeting: 15 May 2025
Re: New Grant Opportunity - Health and Safety Water Stream (HSWS)

Recommendation:

Be It Resolved That Council receives for information the Public Works Manager's Administrative Report entitled "Grant Opportunity - Health and Safety Water Stream (HSWS)";

And That Council approves submitting an Application for Funding to the Health and Safety Water Stream (HSWS) to deliver stormwater infrastructure repairs, replacements and upgrades in the Village of Plevna;

And That the Chief Administrative Officer (CAO) is authorized to sign the HSWS Application for Funding and Agreement if successful;

And That Council approves a sole source Consultant Services Agreement with the Greer Galloway Group to inspect the stormwater infrastructure, identify needs / costing, and provide a planning report to support the grant application, not to exceed \$20,000 to be taken from the Infrastructure Sustainability Reserve Fund;

And That Staff will update Council at a future meeting regarding the status of the HSWS Application.

Background:

The Health and Safety Water Stream (HSWS) is an application-based \$175 million program governed by the Government of Ontario. Projects funded through the Program will protect communities by addressing aging water, flood and erosion infrastructure.

Eligible asset types (projects) include drinking water, wastewater, stormwater, water management, flood and erosion infrastructure.

Stormwater assets include linear assets (conveyance piping / ditches / culverts).

Note: The funding intake is a competitive process and approval is not guaranteed. Municipalities are eligible and allowed to submit one application.

The focus of the Township's proposed application will be the management of stormwater, (linear assets / piping / ditches / culverts) and flood control in the Village of Plevna. To be eligible the project must address critical health and safety risks, maintain housing and promote climate resilience.

Researched By:

Darwyn Sproule, Public Works Manager

Comments:

The Township owns aging stormwater infrastructure in Plevna that was installed in 1975. There has been very little work completed on the network since the original installation other than routine maintenance (clean out of catch basins).

The proposed scope of work will include the repair / rehabilitation of the existing network, new inlets given poor performance, outlet treatments to control erosion, the replacement of twin culverts under Road 506 that are well beyond the expected service life and installation of a stormwater system on Buckshot Lake Road to address ongoing property impacts.

In my opinion the proposed project can address compliance with the key eligibility requirements, including:

- a capital component that can also include pre-construction planning and design work.
- protect / maintain housing units that are otherwise compromised by health and safety risk(s).
- create climate resilience and adaptation.
- must be in the process of or completed design and planning.
- meet all regulatory requirements and start / completion dates.

Standalone road work is not eligible, but roadwork required to complete stormwater work or flood control as described above does qualify.

Projects will be evaluated in accordance with the following criteria:

- mandatory criteria
- meeting program outcomes
- criticality of Health & Safety
- technical merit (water systems)
- financial need
- project readiness
- modern technologies

In general, we will report on the protection of housing units and reduction in Health & Safety risks directly the result of the proposed work on our stormwater management infrastructure. The flooding event in 2019 and the impact on housing, businesses and the Village transportation link will be referenced.

Survey and design work has been completed for the Buckshot Lake Road storm sewer component by the Greer Galloway Group (GGG) as a component of a previous grant submission.

Additional engineering services are required to support this grant application given the additional storm sewer work identified in the Village. Work includes the inspection of the existing stormwater infrastructure, assessing structural condition / adequacy / priorities, assessing capacity, estimating costs, addressing Health & Safety / climate resilience / damage reduction and reporting on Environmental Assessment compliance.

Given the tight schedule to complete the engineering services / report required to support the grant application, we are submitting this request to sole source an engineering services assignment to

GGG at an estimated cost of \$20,000. GGG provide OSIM bridge and culvert inspection services for the Township. The inspection results and report will support scoping a future project even if the current grant application isn't successful.

Also if the grant application isn't successful, the Buckshot Lake Road project is on the shelf as 'shovel-ready'.

Stormwater infrastructure wasn't managed as a core capital asset until the implementation of the Township's Asset Management plan. As a result there is a significant need for rehabilitation / replacement.

The estimated cost of the expanded stormwater management project being proposed is \$1,400,000., including the mandatory 25% contingency allowance incorporated by the program. The Province will fund a maximum of 73% with the Municipality required to fund the remaining eligible project costs (27%). The deadline to submit the application is June 26, 2025.

If the grant application is successful, the work would not be initiated until 2026 (but prior to June 30, 2026).

Financial Impact:

If the Township's application is successful, the Province would fund (73%) \$1,022,000 of the total cost, and the Township would be responsible for the balance of \$378,000.

The engineering services of \$20,000 would be taken from the Infrastructure Sustainability Reserve Fund with a estimated year end balance of \$2,053,658 per the 2025 approved Budget. With construction not scheduled until 2026, the Township's share of the construction costs would be incorporated in the 2026 Capital Plan.

Strategic Implications:

Sustainable Core Services - Continue to invest in municipal infrastructure.



Committee of Adjustment Minutes

1:00 PM - Monday, March 24, 2025

Council Chambers

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

Absent with Regret: Jim Ogilvie, Member

Also Present: Tara Mieske, Secretary; Brooke Drechsler, Deputy Clerk/Assistant to the Planning Manager; Dmitry Kurylovich, Project Manager/Senior Planner, County of Frontenac; Councillor Roy Huetl (Council Liaison); Corey Klatt, Chief Administrative Officer; and Don Reed, Chief Building Official

1. Call to Order

The Chair called the meeting to order at 1:03 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) *March 24, 2025*

7-25 Moved by Carl Tooley, Seconded by Brent Smith

Be It Resolved That the Committee approves the Agenda dated March 24, 2025, as circulated.

Carried

4. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

5. Delegations

None.

6. Adoption of Minutes

North Frontenac Committee of Adjustment Minutes

March 24, 2025

Page 1 of 4

a) **Minutes of Meeting**

8-25 Moved by Brent Smith, Seconded by Carl Tooley

Be It Resolved That the Committee adopts the Minutes of a Meeting held on February 24, 2025, as circulated.

Carried

7. Business Arising Out of Minutes

None.

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

None.

9. Consent Applications

None.

10. Minor Variance Applications

a) **File #A02/25 - Mary Lynne Holton - 1140 MacDonald Road - Minor Variance to Permit Oversized Sleep Cabin**

Steve Sunderland, Agent, attended the meeting electronically.

Dmitry Kurylovich, Senior Planner with the County of Frontenac, provided an overview of the application for a Minor Variance to permit an oversized sleep cabin. He advised the applicant requested to construct a sleep cabin with a 308 square feet net floor area and 80 square foot unenclosed and covered porch. He noted the current Zoning By-law permits a sleep cabin with a net floor area of 205 square feet. He advised the provisions included in the Zoning By-law only speak to the net floor area of the sleep cabin; therefore the proposed porch is not included for consideration by the Committee.

Kurylovich advised the area of the property is 0.44 acres, subject to a lot consolidation from Consent File #B01/25 recently approved under Delegated Approval. He advised the lot is currently developed with a one storey dwelling serviced by a Class 4 septic system. He noted the sink and toilet in the proposed sleep cabin will be connected to the existing septic system. Kurylovich advised there will be no removal of vegetation, as the sleep cabin will be constructed within the maintained lawn. He noted Mississippi Valley Conservation Authority had no slope stability concerns; and that the Township's Chief Building Official will request a septic inspection at the building permit stage, if required. Kurylovich advised no public comments were received.

Kurylovich advised the application meets the four tests of a Minor Variance. He noted the following:

- the sleep cabin will be located 50 metres from the edge of the lake;
- it appears no vegetation will be removed during construction;

- there will be no visible site alteration, as the sleep cabin is not visible from the water,
- there appears to be no impact on character of lake; and
- the existing dwelling is modest in size, with the proposed sleep cabin providing additional accommodation space.

Kurylovich recommended approval of the Minor Variance, subject to the conditions included in the planning report. He noted the Lot Addition must be completed prior to a building permit being issued.

Carl Tooley advised he attended the site on January 22, 2025 and the Agent was present. He noted the site was snow covered; however he could see the staked building envelope. Tooley advised the proposed development is a small cabin with a sink and toilet and an unenclosed porch. The septic system was recently installed. Tooley advised the application meets the four tests of a Minor Variance and recommended approval, subject to the conditions.

There were no comments from the public.

9-25 Moved by Carl Tooley, Seconded by Brent Smith

Be It Resolved That Planning Application File #A02/25 – Minor Variance – 1140 MacDonald Road - shall be approved subject to the conditions noted in the planning report;

And That the Secretary shall forward a copy of the Notice of Decision to the Applicant and each person or public body that made a written request to be notified, and any other person or public body prescribed by April 3, 2025.

Carried

11. Other Business

a) Training - Ask Don Reed, Chief Building Official

Don Reed, Chief Building Official was present to answer questions from the Committee on processes and the requirements of the Building Code.

12. Adjournment

a) Adjournment of the Committee Meeting

10-25 Moved by Brent Smith, Seconded by Carl Tooley

Be It Resolved That the meeting adjourns at 2:02 p.m. until April 28, 2025, at 1:00 p.m. or at the call of the Chair.

Carried

Chair

Secretary



Economic Development Task Force Minutes

9:00 AM - Tuesday, April 22, 2025
Council Chambers

- Present:** Deputy Mayor John Inglis (Meeting Chaired by Deputy Mayor John Inglis, as Councillor Stephanie Regent absent); Councillor Roy Huettl; Cyndy Bonello; Paul Thiel and Dan Vaillancourt;
- Absent with Regret:** Councillor Stephanie Regent (Chair); Danielle Kecso; and Brandon Hartwig
- Also Present:** Brooke Ross, Dipl.M.A., Manager of Community Development (MCD); Mayor Gerry Lichty and Lori Newman (Secretary)

1. Call to Order

2. Traditional Land Acknowledgement

3. Disclosure of Pecuniary Interest and General Nature Thereof

4. Economic Development Task Force Notes

- a) Notes of the March 17, 2025 EDTF Meeting as approved via email and were received for information at the April 4, 2025 Regular Meeting of Council.

5. Business Arising

- a) Work Plan Review and Discussion

Mayor Gerry Lichty was invited to attend the EDTF meeting to discuss the 2025 Work Plan that was submitted to Council for consideration at the April 4, 2025 Council Meeting. Council passed Resolution #121-25 requesting that the EDTF reconsider the 2025 Work Plan.

The Mayor suggested that the EDTF consider focusing on advertising and utilizing the new Economic Development Student position that is starting May 5, 2025 for some projects. He also recommended focusing on Tradeshows for promotion of North Frontenac by partnering with Township Resort owners to reduce costs for each. He also would like to encourage more outreach and assistance from the Frontenac County Economic Development Department and looking at the Townships Community Improvement Plan again.

The EDTF discussed the Mayor's comments regarding the EDTF Work Plan and agreed

to make a few adjustments. The EDTF will re-submit the updated 2025 Work Plan to Council for consideration at the May 15, 2025 Council meeting. Attached is the updated version for Council's consideration.

[2025 EDTF Work Plan - updated April 22, 2025](#)

b) Welcome Package – Bonello

No updates at this time.

c) Business Dinner & Forum (April) – Vaillancourt, Regent, Huetl

Roy Huetl reported that approximately 50 guests have been confirmed for the Business Dinner & Forum taking place at the Clar-Mill Community Hall on April 25, 2025 at 5:30 p.m. and that all of the caterers, servers and speakers are confirmed.

d) Business Profiles –Thiel, Huetl

Paul Thiel and Roy Huetl informed the EDTF that they are awaiting confirmation of dates and times for their next meetings with Business Owners in order to complete the Business Profiles for the next few months.

e) National Tradesman Day Breakfast (Sept) – MCD

Update to be provided in August 2025.

f) SummerFest (July 19, 2025) – Bonello, Inglis, Vaillancourt, Kecso

Cyndy Bonello reported that the sub-committee has met and are actively working on the SummerFest program. They are working on booking the entertainment and have sent 42 emails regarding potential vendor booths and have received responses back from 11 interested parties so far. Everything is progressing well and they are expecting to use the full \$10,000 budgeted to make this event as successful as possible.

g) WinterFest – Bonello, Inglis

The WinterFest sub-committee provided a document to the EDTF about what went well, what didn't go well and what they can improve on next time. The WinterFest sub-committee reported that the 2025 WinterFest had approximately 286 people in attendance. The event was considered a success and very well received and will again be proposed to Council for consideration in 2026.

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

The EDTF decided to add this initiative to the EDTF “Parking Lot” for future consideration and proposing to Council to remove this from the current Workplan.

i) Mural Project - MCD

The MCD provided the EDTF with comments (from the Township’s Social Media)

regarding the \$100.00 which is given to each Artist to assist with the cost of materials to create a mural for the annual Mural Project. The comments were in regard to the amount of \$100.00 being too low. The EDTF discussed and agreed that no action will come out of these comments as they do not take into consideration the advertising costs, the cost of the 96" x 48" MDO plywood which is provided to each artist, the lumber and hardware required to mount the murals, transportation costs to drop off, pick up and install the murals to each public space throughout township, etc. The EDTF has sponsored approximately 5 murals each year since it's inception in 2017 (37 murals to date) and would like to continue this voluntary initiative as it was intended to beautify the township, showcase/feature local artists and provide a unique attraction for residents and visitors alike. The MCD confirmed that the 2025 Art Mural Project advertisements are posted on the Township Website, Social Media accounts and the Frontenac News and any interested applicants may respond with their application by May 1, 2025.

j) NF Commercial Signage – Regent, Kecso, Thiel

Paul Thiel reported that he was able to visit 2 of the 3 existing information kiosks that are located at the Star Gazing Pad & the Ompah Rest Stop in order to assess the condition prior to fixing/updating the kiosks. He relayed that they are in good condition and would require very minor modifications to update them for subsequent use. He determined that after the existing cork board and plastic brochure grids are removed, the board behind is 48" x 48" and provided 3 design options of signage sizes for the space to consider/discuss at a future EDTF meeting when more members are present.

The EDTF decided to add this initiative to the EDTF "Parking Lot" for future consideration and propose removing this initiative from the current Work Plan.

k) Tradeshow – Bonello, Thiel

The MCD provided a document re: pricing for the Ottawa & Toronto Outdoor shows for 2026. The EDTF agreed that they would like to recommend to Council to attend three Tradeshows in 2026 as it is a great opportunity to highlight and promote some of the Township's assets: North Frontenac, North Frontenac Parklands and North Frontenac Astronomy Park. The EDTF will also consider partnering with interested Township Resort owners in order to lower the costs for each Tradeshow. The EDTF members will continue to discuss this at future EDTF meetings and will bring forth a future recommendation to Council to have this considered in the 2026 Budget.

l) Identify barriers to housing development and potential solutions – Inglis, Regent, Kecso, Hartwig

The EDTF decided to add this initiative to the EDTF "Parking Lot" for future discussion and proposing to Council to remove this from the current Work Plan at this time.

6. New Business

a) EDTF Recruitment - resignation of Tammy Watson, member

The EDTF received the resignation of Tammy Watson and would like to thank Tammy for her contributions and input and wish her well in her future endeavours.

The EDTF discussed the possibility of a replacement member; however, decided to continue with the current 8 members for the duration of the current Council term (2022 – 2026).

- b) Information - Teeny Tiny Summit 2025 County of Prince Edward
<https://www.thecounty.ca/teeny-tiny-summit-2025/>

The MCD provided for information purposes. The County of Prince Edward is hosting an upcoming Teeny Tiny Summit on Thursday May 1, 2025 at the Crystal Palace in Picton. The theme for this year's summit is "Engage and Energize - Empowering Teeny Tiny Places.

- c) Information - Frontenac County Tourism
Video <https://www.youtube.com/watch?v=o6JEthkrWXk&t=1s>

The MCD provided for information purposes. The County of Frontenac released this video showcasing what Frontenac has to offer within a tourism perspective. The Township will share this video as much as possible to attract more visitors to North Frontenac.

- d) 2025 Meeting Dates

The EDTF discussed the 2025 EDTF meeting dates as an EDTF member had requested moving the meetings to evening meetings.

The EDTF decided to keep the meeting dates and times as they are, since they do work for the majority of the EDTF members.

Note: On Friday April 25th Councillor Regent (Chair) who was not able to attend the meeting requested discussing this again as she was absent from the meeting. This topic will be added to the next Agenda for further discussion.

7. Adjournment

- a) Meeting adjourned at 10:36 a.m.

NOTE : The next meeting of the EDTF will take place on Tuesday, May 20, 2025 at 9:00 a.m. at the Municipal Council Chambers located at 6648 Road 506, Plevna.

Recommendations to Council

Be It Resolved That Council receives for information the April 22, 2025 Notes of the Economic Development Task Force (EDTF);

And That Council approves the updated 2025 EDTF Workplan.

Received by Council on May 15, 2025.

Councillor Stephanie Regent, Chair
Township of North Frontenac EDTF



Economic Development Task Force

2025 Work Plan (Modified Resolution #121-25)

Objectives

1. Increased number of business startups and expansions
2. Increased Tourism
3. Promotion of a range of housing options to provide affordable housing including Public-Private Partnerships (PPEs)

Initiatives

1. Increased number of business startups and expansions

- a. Welcome Package – Bonello
- b. Business Dinner & Forum (April) – Vaillancourt, Regent, Huetl
- c. Business Profiles –Thiel, Huetl
- d. National Tradesman Day Breakfast (Sept) – MCD
- e. Improvement of Township Community Improvement Plan – Inglis, Huetl, MCD
- f. Bi-annual/Quarterly Business Owners Workshop Meetings – Bonello, Vaillancourt

2. Increased Tourism

- a. Attend Three (3) Tradeshows per year – Bonello, Thiel
- b. SummerFest (July 19, 2025) – Bonello, Inglis, Vaillancourt
- c. WinterFest (February 22, 2025) – Bonello, Inglis, Watson
- d. Spring/Fall Foodilicious Event – Thiel, Regent, Kecso
- e. Mural Project - MCD
- f. NF Commercial Signage – Regent, Kecso, Thiel
- g. ATV Trails (including K&P Trail) Opportunities and Promotion – Huetl, Bonello
- h. Strengthen relationship with Frontenac County Economic Development Team – County Representatives
- i. Advertising Initiatives to improve visitors coming to North Frontenac

3. Promotion of a range of housing options to provide affordable housing including Public-Private Partnerships (PPEs)

- a. Identify barriers to housing development and potential solutions – Inglis, Regent, Kecso, Hartwig

Present: Adam Robinson, Occupational Health & Safety Coordinator(OH&SC); Katelyn Ronfeld, Chief Administrative Officer Executive Assistant, Co-Chair; Gary Thompson, Waste & Recycling Lead Hand; Alex Surra, Volunteer Firefighter; Trina Gorr, Volunteer Firefighter; Marnie Geerlinks, Administrative Assistant, Secretary.

Absent with Regret:

1. Call to Order

Robinson called the meeting to order at 2:36 pm

2. Adoption of Meeting Minutes

- a) ***Minutes of the JHSC Meeting dated Tuesday February 4, 2025 were approved by the two (2) Co-Chairs and were received for information by the JHSC. Minutes were received by Council at their Regular Meeting Thursday April 30, 2025 (Resolution #69-25 attached).***

[Resolution #69-25](#)

3. Business Arising From Minutes

- a) ***None.***

4. New Business

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

The JHSC welcomed the new Worker Representative as a result of the March 2025 Election. We look forward to working with her moving forward.

- b) ***Elect Worker Representative Co-Chair***

The OHSC opened the floor to the Worker Representatives to elect a Worker Representative Co-Chair, Ronfeld was nominated and accepted the position. The JHSC thanked her for continuing to be a Worker Representative Co-Chair.

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

The Worker Representatives discussed the expectations and process of the Mandatory Monthly Workplace Inspections and will continue moving forward with alternating between the 2 Worker Representatives. The Worker Representative Co-Chair will be the back up if they are both not available. Prior to completing the Mandatory Workplace

Inspection the Worker Representative will contact the OHSC to coordinate using a Municipal Vehicle and receiving the applicable forms/keys to be able to complete the inspections. The new Worker Representative will be trained in June.

5. Communications

a) ***Completed Workplace General Monthly Inspection Discrepancies from January 1, 2025 – April 30, 2025.***

January 2025 Discrepancies - Completed
February 2025 Discrepancies - Completed
March 2025 Discrepancies - Completed
April 2025 Discrepancies - Completed
Provided to JHSC for information purposes.

b) ***Pending Workplace General Monthly Inspection Discrepancies from January 1, 2025 to April 30, 2025***

February 2025 Discrepancies - Pending
March 2025 Discrepancies - Pending
April 2025 Discrepancies - Pending
Provided to JHSC for information purposes.

c) ***January 2024 to February 4, 2025 Discrepancies - Pending***

Provided to JHSC for information purposes.

6. Other Business / Round Table

a) ***JHSC Certification 1 & 2***

A Worker Representative inquired about JHSC Certification 1 & 2 and if their training would be grandfathered in. The Secretary will look into the qualifications and if it does not apply to the Worker Representative's certificate, will look into available training sessions available within Budget.

b) ***Municipal Occupational Health & Safety Program***

The Worker Representative Co-Chair advised that the Township has a Municipal Occupational Health & Safety Program that outlines the Terms of Reference and procedures that would be beneficial for the new Worker Representative to review. The Secretary will provide the Municipal Occupational Health & Safety Program electronically to the Worker Representative.

c) ***Mandatory Monthly Inspection Forms***

The Worker Representative Co-Chair advised the JHSC that they were working on

making the Mandatory Workplace Inspection Forms site specific combining all previous comments. The Worker Representative will take these on their next Mandatory Workplace Inspections and confirm if there are any additional amendments to be considered. The amendments will be reviewed at the next JHSC Meeting prior to being sent to the CAO for consideration.

7. Next JHSC Meeting Date

- a) ***August 12, 2025 @ 9:00 a.m. Main Office Meeting Room***

8. Adjournment

Meeting adjourned 2:59 pm

OH&SC Co-Chair

Co-Chair



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

Date: February 21, 2025

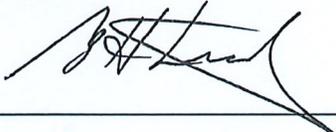
Resolution # 69-25

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 February 4, 2025.

Carried

Mayor




Environmental Task Force Minutes

9:00 AM - Tuesday, April 29, 2025

Council Chambers

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

Absent with Regret: Councillor Fred Fowler; Ange Defosse; Mike Ward; and Katie Surra

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

1. Call to Order

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

2. Traditional Land Acknowledgement

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

3. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

4. Environmental Task Force Notes

- a) ***Notes of the Environmental Task Force Meeting dated March 25, 2025 as approved via email and received for information at the April 25, 2025 Regular Meeting of Council.***

5. Business Arising

- a) ***Work Plan Update***

1. Battery Storage Opportunities - John Inglis, Paul Asselin and Marlene Spruyt

The report included in the Agenda package was provided to Council and the recommended motion was passed by Council. The Resolution directs staff and the Task Force to continue discussions with potential proponents and once more information is provided to Council in the future they will consider if they are a willing host. Deputy Mayor Inglis advised he will continue discussions with Alectra and Energex and if there is a

proposal it will be provided to Council.

The Task Force discussed options to provide general information to the public on battery storage projects, such as the benefits of projects, address frequently asked questions, identify risks, etc. Information can be provided through social media, Township website and the Lake Associations. The website can have a page set-up for this and interested residents can subscribe to receive updates. The sub-committee will work on information which can be provided to the public.

2. Net Metering - John Inglis, Paul Asselin and Marlene Spruyt

Deputy Mayor Inglis advised he has discussed the potential of adding solar panels to the roof or free standing at the Township office complex. The goal would be to create enough energy to entirely offset the energy used on an annual basis. The project would put clean energy into the grid and reduce the amount of energy that may need to be generated by other sources. Once a proposal is received the capital cost and the time to recover these costs can be determined. The Task Force agreed they would like Deputy Mayor Inglis to continue investigating this, for future discussion.

3. Invasive Species - Roy Huetl, Fred Fowler and Mike Ward

Councillor Huetl advised the meeting with the Mazinaw Property Owners Association, local MPs and MPPs and Addington Highlands Township has not been scheduled yet. He will provide an update following this meeting.

Meghan Ward, currently completing her Ph.D. on invasive species, will be providing a presentation to the Task Force at the May 27, 2025 meeting.

Councillor Huetl advised the Quinte Conservation Authority has a solar trailer boat cleaning station which they have offered to municipalities within the watershed on a rotating basis to help with the spread of aquatic invasive species. The cost for the boat wash station is \$300 per week and Council approved getting the boat wash station for up to three weeks . This will encourage boat washing and be an opportunity to provide education to the public.

4. Septic Inspection Programs - Bruce Moore, Kate Surra, Roy Huetl and Fred Fowler

The report included in the Agenda package was provided to Council and the recommended motion was passed by Council. The Resolution directs staff to complete research on implementing the mandatory septic inspections for properties at the time of sale and report back to Council. Councillor Huetl advised this is a start and the sub-committee will continue to look at other options. Also, we need to continue promoting the voluntary inspection program. Moore noted it is important to get a full mandatory inspection in place as this proposal does not address the issues and wanted to know how to proceed to the next steps. Councillor Huetl advised he would like to look at options to include mandatory inspections for short term rentals.

5. Carrying Capacity of Lakes - Bruce Moore, Kate Surra, Ange Defosse and Mike Ward

Moore advised they haven't spent time on this. He noted it will require support from other levels of government. The sub-committee will put together information and provide a report to the Task Force at the end of the summer.

6. Short-term Rentals - Bruce Moore, Kate Surra, Ange Defosse and John Inglis

Deputy Mayor Inglis advised he met with the sub-committee and some invited guests to discuss this matter and review a proposal titled " A Case for Action". This is a first step, if agreed by the ETF and subsequently Council, on how to move forward with regulating short term rentals. The sub-committee suggested some amendments which were implemented, the members were asked to send any further adjustments and the "Case for Action" is now ready to be shared with the ETF. Moore noted that further to the inputs received that short-term rental platforms are targeting municipalities that are not regulated. Therefore the number of rentals continue to increase including the on-going concerns with over-use of septic systems and other environmental impacts. He also noted licensing could be implemented at no cost to the municipality. It was the consensus of the Task Force to have the "Case for Action" circulated and to discuss at the next Task Force meeting.

b) 2025 Invasive Species Forum: Detecting and Controlling Phragmites - Update from Public Works Manager

Sproule advised he attended a training session on phragmites which focused on trying to determine occurrences, management through cutting or spraying and the implications of not having an action plan. The Public Works department will be mapping the occurrences along Township roads this summer to determine the extent of the issue.

6. New Business

None.

7. Adjournment

The meeting adjourned at 10:12 a.m.

8. Recommendations to Council

Be It Resolved That Council receives for information the Minutes of a Meeting of the Environmental Task Force dated April 29, 2025;

And That Council approves the Task Force providing general information to the public on battery storage projects on the Township's website, social media and to the lake associations and comments and questions shall be directed from the public to the Clerk who will provide these to the Task Force for future communication efforts.



Council Portfolios

Council Members have been appointed to various Portfolio/Liaison positions. Council Members will provide a verbal update to Council on their positions during the Council Portfolio section of the Agenda. If any action is requested, an Administrative Report or Notice of Motion shall be provided by the Council Member. Updates and recommendations from Council Committees/Task Forces will be provided through the applicable Minutes/Notes.

Mayor Gerry Lichty

Portfolio: County Business	Responsibility: <ul style="list-style-type: none"> Update Council on County Council Activities and Decisions
Portfolio: North Frontenac Lake Association Alliance (NFLAA)	Responsibility: <ul style="list-style-type: none"> Council Liaison
Portfolio: Municipal Services Corporation	Responsibility: <ul style="list-style-type: none"> Provide Updates from the Board of Directors

Councillor Wayne Good

Portfolio: Township of North Frontenac	Responsibility: <ul style="list-style-type: none"> Municipal Road Inspector
Portfolio: Lake Associations – Ward 1 Lakes	Responsibility: <ul style="list-style-type: none"> Council Liaison

Councillor Stephanie Regent

Portfolio: Health	Responsibility: <ul style="list-style-type: none"> Representative on the Lakelands Family Health Team Committee
Portfolio: Long-Term Care and Social Services	Responsibility: <ul style="list-style-type: none"> Council Liaison
Portfolio: Lake Associations – Ward 1 Lakes	Responsibility: <ul style="list-style-type: none"> Council Liaison
Portfolio: Frontenac Ontario Provincial Police (OPP)	Responsibility: <ul style="list-style-type: none"> Council Representative on the Frontenac OPP Detachment Board

Councillor Roy Huetl

Portfolio: Committee of Adjustments/Planning Advisory Committee	Responsibility: <ul style="list-style-type: none"> Council Liaison
Portfolio: Mississippi Valley Conservation Authority (MVCA)	Responsibility: <ul style="list-style-type: none"> Board Member
Portfolio: Lake Associations – Ward 2 Lakes	Responsibility: <ul style="list-style-type: none"> Council Liaison

Councillor Vernon Hermer

Portfolio: Lake Associations – Ward 2 Lakes	Responsibility: <ul style="list-style-type: none"> • Council Liaison
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Councillor Fred Fowler

Portfolio: Eastern Ontario Trails Alliance (EOTA)	Responsibility: <ul style="list-style-type: none"> • Board Member
Portfolio: North Frontenac Trails Enhancement	Responsibility: <ul style="list-style-type: none"> • Provide updates to Council
Portfolio: County Business – Second Member	Responsibility: <ul style="list-style-type: none"> • Update Council on County Council Activities and Decisions
Portfolio: Lake Associations – Ward 3 Lakes	Responsibility: <ul style="list-style-type: none"> • Council Liaison
Portfolio: Seniors And Law Enforcement Together (SALT)	Responsibility: <ul style="list-style-type: none"> • Provide updates to Council

Deputy Mayor John Inglis

Portfolio: Lake Associations – Ward 3 Lakes	Responsibility: <ul style="list-style-type: none"> • Council Liaison
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**The Corporation of the Township of North Frontenac
By-Law #2025-24**

Being a By-law to Impose Current Fees and Charges for Various Services Provided by the Township of North Frontenac and Provide for the Recovery of Applicable Costs; and to Repeal By-law #2024-68

Whereas Section 391 (1) and (3) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, authorizes a Municipality to impose fees or charges including costs incurred by the Municipality related to administration, enforcement and the establishment, acquisition and replacement of capital assets, on persons,

- a) for services or activities provided or done by or on behalf of it;
- b) for costs payable by it for services or activities provided or done by or on behalf of any other municipality or local board; and
- c) for the use of its property including property under its control;

And Whereas Section 398 (2) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, authorizes the Treasurer of a Municipality to add fees and charges imposed by the Municipality to the tax roll for the following property in the Municipality and collect them in the same manner as Municipal taxes: 1) In the case of fees and charges for the supply of a public utility, the property to which the public utility was supplied; 2) In all other cases, any property for which all of the owners are responsible for paying the fees and charges;

And Whereas Section 444 (1) of the Municipal Act, 2001, S.O. 2001, as amended, authorizes a Municipality to make an order requiring the person who contravened the by-law or who caused or permitted the contravention or the owner or occupier of the land on which the contravention occurred to discontinue the contravening activity;

And Whereas Section 445 (1) of the Municipal Act, 2001, S.O. 2001, as amended, authorizes a Municipality to make an order requiring the person who contravened the by-law or who caused or permitted the contravention or the owner or occupier of the land on which the contravention occurred to do work to correct the contravention;

And Whereas Section 446 (1) (3) and (5) of the Municipal Act, 2001, S.O. 2001, as amended, authorizes a Municipality who has the authority to direct or require a person to do a matter or thing, the Municipality may also provide that, in default of it being done by the Municipality or if the Municipality is required to do it, the matter or thing shall be done at the person's expense; the Municipality may recover the costs of doing a matter or thing by adding the costs to the tax roll and collecting them in the same manner as property taxes; and the costs include interest calculated at a rate of 15 per cent or such lesser rate as may be determined by the Municipality, calculated for the period commencing on the day the Municipality incurs the costs and ending on the day the costs, including the interest, are paid in full;

And Whereas Section 69 of the Planning Act, R.S.O. 1990, c. P.13, as amended, authorizes the Council of a Municipality, by by-law, may establish a tariff of fees for the processing of applications made in respect of planning matters;

And Whereas Section 7 (1) of the Building Code Act S.O, 1992, Chapter 23, authorizes the Council of a Municipality to pass by-laws requiring the payment of fees and prescribing the amount of fees for applications and issuance of permits;

Now Therefore Council of the Corporation of the Township of North Frontenac enacts this “Fees and Charges By-law” as follows:

That the fees and charges for various Municipal services as shown in the Schedules attached hereto and forming part of this By-law were previously adopted by Council and shall remain in effect unless Council adopts a By-law amending and/or repealing same:

Schedule ‘A’	General Fees and Charges
Schedule ‘B’	Waste Management
Schedule ‘C’	Licences
Schedule ‘D’	Fire
Schedule ‘E’	Planning
Schedule ‘F’	Disposition of Land
Schedule ‘G’	Public Works
Schedule ‘H’	Parks, Recreation and Facilities
Schedule ‘I’	Building and Septic
Schedule ‘J’	Cemeteries

And That all fees and charges will be subject to applicable taxes unless otherwise noted;

And That fees and charges may be subject to processing fees when paid by credit card;

And That payments made in U.S. funds shall be credited at par, meaning no exchange will be paid as payments are accepted in Canadian Funds only;

And That all fees and charges set out in this By-law shall be payable prior to the provision of the service unless an Agreement in writing is made to the contrary and approved by the Chief Administrative Officer (CAO);

And That any request for a reduction or waiving of fees shall be provided in writing to the Clerk for Council’s consideration, including a staff report if required; and be approved by Council Resolution;

And That in the event any fee or charge imposed herein remains unpaid after provision of the service or is otherwise in arrears, after a period of 30 days, such fees or charges may be added to the Tax Roll for any real property in the Township of North Frontenac, the property owner(s) of which is responsible for paying the fee or charge and shall be collected in like manner as Municipal Taxes;

And That Council does hereby delegate the Treasurer of the Township, in consultation with the CAO, the authority to administer such fees and charges and approve such forms and procedures as may be required for the efficient administration of the fees and charges;

And That the fees set out in the Fees and Charges in this By-law shall be reviewed on an annual basis by each applicable Manager and the Manager shall advise the CAO of any recommended changes to ensure the Township's Fees/Charges are fair, reasonable and are not greater than the actual cost to provide the service;

And That if there is a discrepancy in fee prices, the fees set out herein supersedes any fees listed in other By-laws;

And That any additions/amendments to the "Fees and Charges By-law" shall be authorized by By-law;

And That Notice of proposed additions/amendments shall be provided in accordance with the Notice By-law and/or applicable legislation;

And That should any sections of this By-law, including any section or part of any schedules attached hereto be declared by a court of competent jurisdiction to be ultra vires, the remaining sections shall nevertheless remain valid and binding;

And That this By-Law shall come into force and take effect on the date of its passing;

And That By-law #2024-68 is hereby repealed;

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

Read a first and second time this 15th day of May.

Read a third time and passed this 15th day of May.

Gerry Lichty, Mayor

Tara Mieske, Clerk

Schedule 'A' General

1. Administration

Fees may be paid by Credit Card with the third-party processing fee paid by the Township

a. Photocopies – Black and White (per page)

- | | |
|--------------------|--------|
| • Letter | \$0.25 |
| • Legal | \$0.30 |
| • Ledger | \$0.50 |
| • Waterproof Paper | \$1.00 |

b. Photocopies – Coloured (per page)

- | | |
|--------------------|--------|
| • Letter | \$0.50 |
| • Legal | \$0.60 |
| • Ledger | \$1.00 |
| • Waterproof Paper | \$2.00 |

c. Fax (per page)

- Incoming (per page copy fee only) \$0.25
- Outgoing (local area or toll free - where no long distance charge apply) \$1.00
- Outgoing (Ontario/Canada - where long distance charges apply - \$0.50 per page after first page) \$1.75
- Outgoing (USA/ Overseas/ International - \$0.50 per page after first page) \$2.00

d. Mapping (per page)

- Small Maps - 8.5" x 11" - no customization, black/white or colour (print out from FrontenacMaps.ca, Township websites or internal GIS database - each) is \$1.00
- Medium Maps - 11" x 17" - no customization, black/white or colour (print out from FrontenacMaps.ca, Township websites or internal GIS database - each) is \$2.00
- Township Street Atlas (North Frontenac Portion of County Atlas) - printed and bound in a duo-tang, colour (requires advance notice) is \$12.00
- The Township will work with outside agencies (Bell 911, Public Health Unit, MNR etc.) by referring them to www.frontenacmaps.ca and providing any necessary mapping materials free of charge.

e. Records Searches and Enquires

- Archived File Retrieval (minor searches lasting less than one hour) is no charge
- Archived File Retrieval (complex searches lasting longer than one hour, then charged per hour after the first hour) is \$30.00 per hour.

f. Treasury / Misc.

- Dishonoured Cheques \$35.00
- Tax Certificate \$40.00
- Tax Certificate (if required with less than 48 hours' notice provided) \$80.00
- Tax Sale Registration Administration Fee \$350.00
- Extension Agreement \$200.00
- Tax Sale Packages no charge
- Copy of Audited Financial Statements, Approved Budget and or Agendas and or Approved Minutes (electronic version available on Township website) no charge
- Building Report Letters \$40.00
- Building Report Letters (if required with less than 48 hours' notice provided) \$80.00
- Other Misc. Letter Preparation as requested by Property Owner \$25.00
- Laminating (per page) \$3.00

g. Commissioner of Oaths (Certified Copy)

\$25.00 per Document

2. Merchandise

a. Merchandise

- Township of North Frontenac Hats \$8.85

b. Township Branded Merchandise

- All Products will be sold at Cost + Consignment as determined by the CAO, in consultation with the Treasurer

3. Sign Sponsorship Program Fee

a. Fees for Scenic Route and Historic Loop Signs

- Sign Sponsorship Program Fee - \$120.00 per stop and/or sign

Signs will be displayed for a minimum of three (3) years with the Township replacing any lost or damaged sign during this period.

4. Kennel Licence and Dog Tags

a. Kennels

- Kennel License (for persons owning 4 or more dogs; plus dog tag fee for each dog) \$30.00

b. Dog Tags

- Dog Tags – between January 1st and March 31st \$15.00
- Dog Tags – after March 31st \$25.00
- Lifetime Dog Tag \$100.00
- Replacement Tag \$7.50
- Pound Fee for impounded dog \$100.00 (Levied to the owner of any animal picked up and taken to the Humane Society by the Animal Control Officer. These fees are payable at the Humane Society upon the owner claiming such animal and made payable to the Township of North Frontenac)

5. Electric Vehicle Charger

a. Electric Vehicle Charger

Price set by Manager of Community Development, in consultation with the CAO and Treasurer

Schedule 'B' Waste Management

Fees may be paid by Credit Card with the third-party processing fee paid by the Township

1. Landfill Tipping Fees

- Single Bag Tag \$2.00 each
 - Waste Volume Fee \$20.00 / cubic yard
- Includes household and commercial construction/demolition waste and shingles. Fee will be determined by the Waste Site Attendant or Official based on volume of the load.
- Brush and Yard Waste \$10.00 / cubic yard
- Fee will be determined by the Waste Site Attendant or Official based on volume of the load.
- Box Spring or Mattress \$20.00 each
 - Chair \$10.00 each
 - Sofa \$20.00 each
 - Sofa Bed \$30.00 each
 - Carpet
 - small = up to 50 square feet \$5.00
 - medium = 51 to 144 sq ft \$15.00
 - large = over 144 square feet \$25.00
 - Carpet Tile \$0.25 each
 - Tent \$4.00 each
 - Plastic Lawn Chair/ Misc. Plastic \$4.00 each
 - Insulated Cooler \$6.00 each
 - Miscellaneous Waste per Bag (Bulky Item Bin) \$4.00 each
 - Rigid Plastic \$4.00 each
 - Boat Tarp / Shrink Wrap \$10.00 each
 - Artificial Christmas Tree \$10.00 each
 - White Goods (Appliances containing "Freon" or any Ozone depleting refrigerant – Refrigerators, Freezers, Air Conditioners etc).
- Fee Exempt if Freon has been removed by a Qualified Person.
Unit must be properly tagged to qualify. \$30.00 each

2. Bag Tag Fees

Bag or other acceptable container of waste equivalent to one standard 26"X36" garbage bag.

Oversized bags or other acceptable equivalent container of waste shall require additional tags or fee as may be determined by the Waste Site Attendant or Official based on the volume.

Schedule 'C' – Licences

Fees may be paid by Credit Card with the third-party processing fee paid by the Individual

1. Recreational Vehicle(s)

- a. Annual License Fee as per provisions set out the Recreational Vehicle By-law
 - Fee – \$300.00 (\$25.00 per month)
- b. Application Fee (non-refundable deposit) – Review Application, Initial Location Inspection and Placement Inspection
 - Fee – \$80.00
- c. Removal Inspection
 - Fee – \$40.00
- d. Administrative Fee for Recreational Vehicle Placed without a Licence
 - Fee – \$300.00
- e. Stored Recreational Vehicle (as defined in the Recreational Vehicle Licence By-law)
 - Fee – No Charge

2. Refreshment Vehicle

- a. Application
 - Fee – \$150.00 (Non-refundable)
- b. Annual Administration
 - Fee – \$150.00
- c. Removal of Refreshment Vehicle
 - Fee – \$40.00

3. Shipping Container

- a. Administrative/Licence for a Shipping Container 15 square metres or less
 - No Fee
- b. Administrative/ Licence for a Shipping Container exceeding 15 square metres
 - Fee – \$150.00
- c. Administrative/ Licence for a Shipping Container placed without a Licence
 - Fee – \$300.00

Schedule 'D' – Fire

Fees may be paid by Credit Card with the third-party processing fee paid by the Individual

1. Fees for Services

- a. Providing inspection reports to solicitors and insurance companies
 - Fee for Service – \$100.00
- b. Providing fire reports to solicitors and insurance companies
 - Fee for Service – \$100.00
- c. Performing special inspection requests (i.e. property resale, mortgage renewal for residential type buildings)
 - Fee for Service – \$60.00 per hour
- d. Inspection of private Home Day Care facilities or Group Homes with 3 or fewer residents
 - Fee for Service – No Charge
- e. Inspection of Group Homes with more than 3 residents
 - Fee for Service – No Charge
- f. Requested inspections for premises or buildings not mentioned elsewhere
 - Single occupancy up to 2,000 square meters
 - Fee for Service – No charge for residents of the municipality and \$60.00 per hour for non-residents
 - Multiple occupancy up to 2,000 square meters
 - Fee for Service – No charge for residents of the municipality and \$60.00 per hour for non-residents
- g. Two unit residential inspection for compliance with Section 9.8 of the Fire Code,
 - Fee for Service – \$60.00 per hour
- h. Institutional inspection
 - Fee for Service – \$60.00 per hour
- i. Residential inspection for compliance with Section 9.5 of the Fire Code
 - Fee for Service – \$60.00 per hour
- j. Liquor Licensing requests for:
 - Patios:
 - Fee for Service – \$60.00 per hour if inspection is required
\$25.00 if no inspection is required
 - Special Occasions:
 - Fee for Service – \$60.00 per hour if inspection is required
\$25.00 if no inspection is required
 - Premises:
 - Fee for Service – \$60.00 per hour if inspection is required
\$25.00 if no inspection is required
- k. Motor Vehicle Incidents – Responding to and providing vehicle fire extinguishment and extrication services to owners and or drivers (Provincial Highways)
 - Fee for Service – Processed through the Ministry of Transportation Fire Response Criteria

- l. Motor Vehicle Incidents – For emergency response, collision, or motor vehicle fire on any property owned by or within the Municipality of North Frontenac, including Secondary Roads and Private Lanes, and provides firefighting, emergency service or other essential equipment
 - Fee for Service – Based on the Ministry of Transportation, Fire Response Criteria, for non-resident and/or residents of the Municipality
- m. Fire Services for extinguishing fires set by persons for the purposes of burning grass, brush, rubbish or other such material or burning in barrels, drums, or wild land/forest fires etc.
 - Fee for Service – Per North Frontenac's Current Burning By-law
- n. Specialized equipment and/or resources to control or minimize loss (not provided by fire department)
 - Fee for Service – Total cost recovery for specialized equipment/resources plus administration fee
- o. Clean-up of spills as defined in the Environmental Protection Act, Part X, as amended
 - Fee for Service – Total cost recovery for specialized equipment/resources plus administration fee
- p. Equipment required to take down or make safe a scene for investigation or overhaul (not owned by Fire Department)
 - Fee for Service – Total cost recovery for specialized equipment and or resources plus administration fee
- q. Demolish, clean-up and make safe after a fire (if not completed by property owner)
 - Fee for Service – Total cost recovery for specialized equipment and or resources plus administration fee
- r. Where there have been more than 3 false fire alarms and or faulty equipment or more than 2 nuisance calls in a twelve month period to the same address
 - Fee for Service – \$100.00 per truck per response
- s. Administration Fee
 - Fee for Service – \$50.00

Note: Vehicle and firefighter hours to include refurbish of vehicles and equipment readied for the next incident or response.

2. Criteria for Exemption or Reduction of Fees for Services

- a. Non-Profit Organizations and Non-Profit Events
 - Fee – No Charge

3. Respecting fees associated with Fire Department responses for Outdoor Fires

- a. Pumper
 - Rate per hour – \$300.00
- b. Tanker
 - Rate per hour – \$300.00

- c. Wild Land (Pickup Truck)
 - Rate per hour – \$250.00
- d. Squad
 - Rate per hour – \$250.00
- e. Off Road Vehicles (ATV, Boat, etc.)
 - Rate per hour – \$100.00
- f. Fire Fighter
 - Rate per Firefighter per hour – \$25.00
- g. Site Inspection
 - Rate – \$30.00
- h. Investigation
 - Rate per hour – \$30.00

Schedule 'E' – Planning

Fees may be paid by Credit Card with the third-party processing fee paid by the Individual

1. Pre-Application Consultation

- a. Official Plan Amendments, Zoning By-Law Amendments, Site Plan Control, Plan of Subdivision, Plan of Condominium - \$300.00
- b. All other types of Planning Applications - \$100.00

2. Official Plan

- a. Official Plan Amendment (OPA) - \$2,000.00
 - Deposit for OPA Application - \$2,000.00

3. Zoning Amendment

- a. Zoning By-law Amendment (ZBA) - \$1,500.00
 - Deposit for ZBA Application - \$1,000.00
- b. ZBA Application as a condition of a consent - \$750.00
- c. Removal of Holding (H) Symbol - \$700.00
- b. Temporary Use By-law - \$1,200.00

4. Minor Variance/Request for Permission

- a. Standard Applications (Minor Variance/Request for Permission) - \$1,200.00
- b. Accessory uses to a principal use on non-waterfront properties - \$700.00
- c. Minor variance application in combination with a consent application - \$700.00

5. Consents

- a. Severance to Create a New Lot - \$1,200.00
- b. Lot Addition or Easement - \$750.00
- c. Amendments to Conditions - \$300.00
- d. Right-of-Way/Easement application submitted concurrently with Application for New Lot - \$250
- c. Cancellation of Consent - \$350.00
- d. Validation of Title - \$700.00

6. Plan of Subdivision

- a. 1 to 20 units - \$2,500.00
 - Deposit to Township - \$3,000.00
- b. Greater than 20 units - \$3,500.00
 - Deposit to Township - \$5,000.00
- c. Amendment to conditions following draft plan approval - \$700.00
- d. Draft Plan Approval Extension – \$500.00
- e. Final Plan of Subdivision/Condominium: Clearance of Conditions - \$1,000.00

7. Deeming By-law/Part Lot Control

- a. Deeming By-law (Application Fee) - \$400.00
- b. Registration of Deeming By-law – Legal Fees to be charged to Applicant
- c. Part Lot Control By-law - \$700.00

8. Site Plan Control

- a. Minor Application (developments equal to or less than 200 square metres in area) - \$1,500.00
 - Deposit - \$1,000.00
- b. Major Application (developments greater than 200 square metres in area) - \$2,500.00
 - Deposit - \$2,000.00
- c. Amendment to Site Plan Control Agreement - \$1,200.00
- d. Modification: Amending agreement not required - \$1,000.00
- e. Request for Security Reduction/Release - \$400.00

9. Other Planning and Administrative Items

- a. Public Notices
 - Notice to Cancel a Public Meeting - \$100.00
 - Recirculation of Public Meeting Notice (due to an amended application, rescheduling a public meeting, or the need to hold a second public meeting) - \$100.00
- b. Development Agreement (includes registration) - \$700.00
- c. Minimum Distance Separation (MDS)
 - Calculation - \$200.00
 - Re-calculation - \$100.00
- d. Zoning Compliance Review
 - Formal Letter (3-5 Business Days) \$120.00
 - Formal Letter (2 Business Days or less) \$240.00
- e. Zoning Clearance Certificate - \$80.00
- f. Review by Planner (outside a formal application) - \$120.00/hour
- g. Archive/File Search Fee - As per the Fees and Charges By-Law

10. Site Inspections

- a. Chief Building Official - As per the Fees and Charges By-Law
- b. Public Works - \$60.00 per visit
- c. Director of Emergency Services/Fire Chief - As per the Fees and Charges By-Law

Schedule 'F' – Disposition and Use of Township Land

Fees may be paid by Credit Card with the third-party processing fee paid by the Individual

1. Disposition of Township Land

- a. Administrative Fee (Non-Refundable)
 - Fee – \$1,200 + applicable taxes
- b. Application Re-activation (after the passing of the By-law)
 - Fee – \$250 + applicable taxes
- c. Land Costs for Shore Road Allowance
 - Fee – \$0.55 per square foot
- d. Land Costs for Concession, Lot, Reserve, Forced Road Application (not leading to water)
 - Fee – \$0.55 per square foot
- e. Land Costs for Concession, Lot, Reserve, Forced Road Application (leading to water)
 - Fee – \$0.55 per square foot

2. Use of Township Land

- a. Licence Agreement Application - \$300
- b. Annual Administrative Fee - \$150

Schedule 'G –Public Works

Fees may be paid by Credit Card with the third-party processing fee paid by the Individual

1. Roadside Ditch Alteration

- a. Permit
 - a. Fee – \$100.00 plus Security Deposit of \$500.00

2. Civic Address Signs

- a. Purchase and installation of civic address number sign
 - Fee – \$100.00
- b. Purchase of civic address number sign and post only (water access and island properties – installation is the responsibility of the owner)
 - Fee – \$75.00
- c. Additional special civic sign installation charge (in the event drilling of rock is required to facilitate the installation of the sign as determined by the Public Works Manager)
 - Fee – \$100.00
- d. Purchase of replacement civic address number sign and post
 - Fee – \$40.00

3. Private Lane Name Signs

- a. Purchase and installation of Private Lane Name sign and post installed (new or amended lane names, or replacement sign)
 - Fee – \$400.00

4. Construction of Entrances

- a. Entrance Permit
 - Fee – \$70.00

5. Use of Township Equipment

- a. Township Equipment and Vehicles – In Accordance with Ministry of Transportation Rates
- b. Township Employees – \$35.00 per hour

Schedule 'H' – Parks, Recreation and Facilities

Crown Land Stewardship Program

Fees may be paid by Credit Card with the third-party processing fee paid by the Individual

1. Campsite

- a. Campsite per night \$25.00
- b. Non-Profit Group* Camping per night \$17.50

Plus \$3.00 Booking-Administrative Fee

2. Road Pass

- a. Daily \$9.50
- b. Weekly Road Pass \$22.50
- c. Resident – Seasonal Road Pass \$22.50
- d. Non-Resident – Seasonal Road Pass \$45.00
- e. Not for Profit Group* Daily Road Pass \$8.75
- f. Fundraising and or Organized Events Daily Road Pass \$8.75

Plus \$3.00 Booking-Administrative Fee

*Eligibility of Not for Profit groups to be determined by the Manager of Community Development in consultation with Chief Administrative Officer.

Community Halls and Council Chambers Rentals

Fees and Fines may be paid by Credit Card with the third-party processing fee paid by the Township

3. Community Hall

- a. Full Day w/ liquor \$160.00 + \$100.00 refundable deposit
- b. Full Day w/o liquor \$80.00 Half Day (< 6 hrs) - \$45.00
- c. Local Community Groups (> 4hrs) & Church Groups \$15.00
- d. Community Hall Committee Meetings - No Charge
- e. Funeral Receptions/Lunches – Donation

4. Council Chambers

- a. Community Groups Half Day (4 to 6 hours)
 - Fee – \$35.00
- b. Community Groups (4 hours or less)
 - Fee – \$15.00
- c. Church Groups
 - Fee – Donation
- d. Civic Marriage Ceremony
 - Fee – No Charge

Additional Security Deposits at any or all events may be required at the discretion of the Township Representative

Schedule 'I' – Building and Septic

Fees may be paid by Credit Card with the third-party processing fee paid by the Individual

The fees payable by the applicant or authorized agent for a construction, demolition, change of use of conditional permit, inspection or administration fees shall be as follows:

1. Permit Fee Schedule

- a. Class of Permit – Non- Refundable Application/Plan Review
 - Permit Fee \$80.00.
 - Additional Fee for water access and remote properties (Not Applicable)
- b. Class of Permit – Building Permit (All Structures) Groups A, B, C, D, E or F.
 - Permit Fee \$14.00 to \$1,000.00 Construction Value – Construction Value based on Statistics Canada. Note: There is a minimum fee of \$180.00 for all structures.
 - Additional Fee for water access and remote properties \$300.00 (Builds more than \$30,000.00 and \$150.00 (Builds \$30,000.00 or less)
- c. Class of Permit – On-site Sewage Systems
 - Construction or alteration of a Class 2, 3, 4, or 5 sewage system other than a Class A sewage system - \$978.00 per sewage system
 - Construction or alteration of a Class A sewage system. (Class A system represents flows greater than 4500 litres) - \$1080 fee per sewage system
 - Installation or replacement of septic tank only - \$772.00 per sewage system
- d. Class of Permit – Other (flat fee only):
 - Plumbing Permit \$180.00
 - Change of Use, Renewal, Moving \$180.00
 - Additional Fee for water access and remote properties \$150.00
 - Wood Stoves and or Fuel burning appliances \$180.00
 - Additional Fee for water access and remote properties \$150.00
 - Pool \$180.00
 - Additional Fee for water access and remote properties \$150.00
 - Retaining Wall \$180.00
 - Additional Fee for water access and remote properties \$150.00
 - All signs (per sign basis) \$180.00
 - Additional Fee for water access and remote properties \$150.00
 - Change of ownership and or transfer of permit \$180.00
 - Additional Fee for water access and remote properties \$150.00
- e. Class of Permit – Building Without a Permit Penalty Surcharge. The Chief Building Official is authorized to act on behalf of the Township of North Frontenac to charge a Building without a Permit Fee. This fee will be payable by person starting a construction project, which require a Building Permit, without first obtaining a Building Permit.

- Permit Fee – 100% of the Building Permit Fee, with a maximum charge of \$5,000 plus cost if exceeds the maximum.
 - Additional Fee for water access and remote properties is not applicable.
- f. Not ready for Inspection \$180.00
- g. Class of Permit – Group “C” Residential Demolitions – All or Part of a building
- Permit Fee \$180.00
 - Additional Fee for water access and remote properties \$150.00
- h. Class of Permit – Group ‘A, B, D, E, F’ Non-Residential Demolitions - All or Part of a building.
- Permit Fee \$180.00
 - Additional Fee for water access and remote properties \$150.00
- i. Class of Permit – Group ‘A, B, D, E, F’ Non-Residential Demolitions - All or Part of a building
- Permit Fee \$600.00
 - Additional Fee for water access and remote properties \$150.00
- j. Class of Permit – Additional Inspection Fee per the Building By-law
- Permit Fee \$100.00 per inspection
 - Additional Fee for water access and remote properties \$60.00 per inspection.

2. Occupancy Class

- Group A Occupancy – Assembly Occupancy
- Group B Occupancy – Care or Detention Occupancy
- Group C Occupancy – Residential Occupancy
- Group D Occupancy – Business and Personal Services Occupancy
- Group E Occupancy – Mercantile Occupancy
- Group F Occupancy – Industrial Occupancy

3. Discounts

All Registered Charities in the Township of North Frontenac shall receive a 25% discount on all applicable building permit fees effective as of the date of passage of the Building By-law.

4. Classes of Permits

The following classification of permits shall apply in the Township of North Frontenac:

- a. Construction (Building) Permit: this permit applies to most forms of construction including new construction, repairs, renovation, under Parts 2, 3, 4, 7, 8, 9 and 11, respectively of the Building Code for Group A-F Occupancies and includes plumbing and farm buildings, moving buildings and signs governed under Section 3.14 of the Building Code.

- b. Demolition Permit: this permit applies to govern the type and method of demolition under the Building Code. The applicant for a demolition permit is required to retain a professional engineer to undertake a general review of the project during demolition if the building meets certain criteria as outlined in Article 2.3.2.3 of the building Code.
- c. Conditional Permit: this permit may be issued in the discretion of the chief building official to authorize any stage of construction, even though all of the requirements under subsection 8(2) of the Act have not been met (i.e. compliance with some applicable law). The requirements of clauses 8(3) (a), (b) and (c) of the Act must, however, be complied with before a conditional permit may be issued.
- d. On-site Sewage System Permit: This permit applies to On-site Sewage System in Class 2, 3, 4, or 5 and Class A.
- e. Change of Use Permit: this class of permit is used where a change in use would result in an increase in hazard (as determined under Sentence 2.4.1.2(1) of the Building Code) even though no construction may be proposed.
- f. Partial Permit: this class of permit may be issued to expedite construction because of weather conditions, financing or other legitimate reasons.

5. Refunds

- a. Where building permit has been issued but construction has not started:
 - 50% of the Building Fees if request is within 3 years of permit being issued
 - No refund if request is received 3 years after permit being issued

Schedule 'J' - Cemeteries

Fees may be paid by Credit Card with the third party processing fee paid by the Individual

1. Tariff of Fees – Plots

- a. **Lot**
 - Interment Rights \$ \$500.00
 - Care and Maintenance \$ 333.34
 - Fee \$833.34 plus HST \$108.33, Total \$941.67
- b. **Cremation Lot**
 - Interment Rights \$250.00
 - Care and Maintenance \$175.00
 - Fee \$425.00 plus HST \$55.25 Total \$480.25
- c. **Lot (non-Resident)**
 - Interment Rights \$600.00
 - Care and Maintenance \$400.00
 - Fee \$1000.00 plus HST \$130.00, Total \$1,130.00
- d. **Cremation Lot (non-Resident)**
 - Interment Rights \$300.00
 - Care and Maintenance \$200.00
 - Fee \$500.00 plus HST \$65.00, Total \$565.00
- e. **Repurchase Plot**
 - Administration Fee \$100.00, HST \$13.00, Total \$113.00
- f. **Transfer (no sales allowed)**
 - Administration Fee \$100.00, HST \$13.00, Total \$113.00
- g. **Mark a Plot or Monument**
 - Administrative Fee \$100, HST \$13.00, Total \$113.00

2. Marker and or Monument

- a. **Flat Marker** Less than 173 square inches
 - Care and Maintenance is \$0.00
- b. **Flat Marker** Greater than 173 square inches
 - Care and Maintenance is \$100.00, HST \$13.00, Total \$113.00
- c. **Upright Monument** Less than 4 feet in height or length
 - Care and Maintenance is \$200.00, HST \$26.00, Total \$226.00
- d. **Upright Monument** Greater than 4 feet in height or length
 - Care and Maintenance is \$400.00, HST \$52.00, Total \$452.00

3. Fees for Interment and or Disinterment

As Set out in the Contract for Interments, as amended from time to time.

The Corporation of the Township of North Frontenac

By-law #2025-25

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 May 15, 2025

Whereas Section 9 of the *Municipal Act, S.O.2001, c.25* and amendments thereto provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

And Whereas Subsection 2 of Section 11 of the *Municipal Act, S.O. 2001, c.25* and amendments thereto provides that a lower-tier and an upper-tier municipality may pass by-laws respecting matters within the spheres of jurisdiction described in the Table to Subsection 2, subject to certain provisions;

And Whereas Section 5(3) of the *Municipal Act S.O. 2001, c.25* – A Municipal power, including a municipality’s capacity, rights, powers and privileges under Section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

And Whereas it is deemed expedient that the proceedings of the Council of The Corporation of the Township of North Frontenac for the April 25, 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 May 15, 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 May 15, 2025, 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 15th day of May, 2025.**

Read a third time and finally passed **this 15th day of May, 2025.**

Gerry Lichty, Mayor

Tara Mieske, Clerk

