



Regular Council Agenda - Amended

5:00 p.m. - Thursday, September 18, 2025

Council Chambers

[Zoom Meeting Registration](#)

1. Call to Order

- a) Public Notice regarding Recording of Meetings 9
[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) September 18, 2025

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

4. Disclosure of Pecuniary Interest and General Nature Thereof

5. Council, CAO, and Managers' Administrative Reports

- a) Manager of Community Development: 2026 Pilot Program - Shabomeka Lake Boat Launch - Boat Trailer Storage at Parking Area. 10 - 12

Be It Resolved That Council receives for information the Manager of Community Development's Administrative Report entitled "2026 Pilot Program - Shabomeka Lake Boat Launch - Boat Trailer Storage at Parking Area";

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

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

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

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

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

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

[2026 Pilot Program - Shabomeka Lake Boat Launch - Boat Trailer Storage at Parking Area. - Pdf](#)

- b) Manager of Community Development: Electric Vehicle Charging Stations - Revenue and Expenses 13 - 15

Be It Resolved That Council receives for information the Manager of Community Development's Administrative Report entitled "Electric Vehicle Charging Stations - Revenue and Expenses";

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

[Electric Vehicle Charging Stations - Revenue and Expenses - Pdf](#)

- c) Manager of Community Development: 2025 Local Government Week - October 14 - 20 16 - 18

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

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

And That Council approves the Local Government Week initiatives.

[2025 Local Government Week - October 14 - 20 - Pdf](#)

6. Business Profile

- a) Deborah Stanley Interior Decorating 19

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

Development Task Force.

[Deborah Stanley Interior Decorating](#)

7. Presentations

- a) Rob Lesperance, Southpaw Construction: Tiny Home Business Model - An Answer to Housing 20 - 49

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

[Power Point presentation](#)

[Draft Business Plan](#)

8. Delegations

None.

9. Adoption of Minutes

- a) Minutes of the Meeting(s) to be adopted by Council 50 - 59

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

[Regular Council - 28 Aug 2025 - Minutes - Pdf](#)

10. Business Arising Out of Minutes

- a) Resolution #222-25: Automatic Aid Agreement with Central Frontenac 60

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

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

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

[Resolution #222-25](#)

- b) Resolution #150-25: Monthly Usage Report (August) - Electric Vehicle Chargers 61 - 63

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

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

[Resolution #150-25](#)

[EV Usage Report - August 2025](#)

11. Communications

- a) Communications of Interest 64

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 65

[Proclamation Request - North Frontenac 2025](#)

- B1. Sand Lake Swim Program - Request for Increased Annual Funds 66

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

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

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

[Sand Lake Swim Program - Request for Increased Annual Funds](#)

- B2. Kingston Frontenac Public Library: Request to declare October as Canadian Library Month 67

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

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

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

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

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

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

[Proclamation Request - North Frontenac 2025](#)

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

- a) Clerk/Planning Manager: Shore Road Allowance Application for Approval in Principle – Joly/Michelizza 68 - 71

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

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

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

- b) Clerk/Planning Manager: Shore Road Allowance Closure and By-law - Camp 72 - 73

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

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

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

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

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

[Shore Road Allowance Closure and By-law - Camp - Pdf](#)

- c) Clerk/Planning Manager: Voting Method for the 2026 Municipal Election 74 - 75

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

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

[Voting Method for the 2026 Municipal Election - Pdf](#)

- d) Director of Emergency Services/Fire Chief: Fire Prevention Week October 5 - 11, 2025 76 - 78

Be It Resolved That Council receives for information the Director of Emergency Services, Fire Chief (DESFC)'s Administrative Report entitled "Fire Prevention Week - October 5 - 11, 2025";

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

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

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

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

[Fire Prevention Week October 5 - 11, 2025 - Pdf](#)

- e) Director of Emergency Services/Fire Chief: Proposed Fire Protection Grant Application For 2025-2026 79 - 80

Be It Resolved That Council receives for information the Director of Emergency Services/Fire Chief's (DESFC) Administrative Report entitled "Proposed Ontario Fire Protection Grant Application for 2025-2026";

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

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

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

[Proposed Fire Protection Grant Application For 2025-2026 - Pdf](#)

- f) Public Works Manager: Required fencing upgrades at Plevna Waste Site. 81 - 82

Be It Resolved That Council receives for information the Public Works Manager's Administrative Report entitled "Required Fencing Upgrades at the Plevna Waste Site";

And That the fencing project is required to address an existing non-compliance at the Waste Site as identified by the Ministry of the Environment, Conservation and Parks (MECP);

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

[Required fencing upgrades at Plevna Waste Site. - Pdf](#)

- g) Public Works Manager: Purchase of Float Trailer 83 - 84

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

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

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

[Purchase of Float Trailer - Pdf](#)

a) Economic Development Task Force

85 - 93

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

And That Council approves the updated 2025 EDTF Work Plan;

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

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

And That Council directs staff to include \$15,000 for Trade Shows in the staff-prepared budget for the Mayor's consideration as part of the 2026 Budget;

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

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

[Economic Development Task Force - 18 Aug 2025 - Minutes - Pdf](#)

b) Committee of Adjustment/Planning Advisory Committee

94 - 100

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

[Committee of Adjustment - 28 Jul 2025 - Minutes - Pdf](#)

c) Kaladar Barrie Joint Fire Committee

101 - 104

Be It Resolved That Council receives for information the Minutes of a Meeting of the Kaladar Barrie Joint Fire Committee held June 6, 2025.

[Joint Fire Committee Kaladar Barrie - 06 Jun 2025 - Minutes - Pdf](#)

d) Environmental Task Force

105 - 108

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

[Environmental Task Force - 26 Aug 2025 - Minutes - Pdf](#)

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

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

None.

16. Council Portfolio Verbal Reports

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

109 - 110

17. Introduction and Reading of By-laws

- a) By-law(s) to be Considered: 111 - 114

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

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

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

[2025-41 Road Closing - Camp](#)

[2025-42 Alternative Voting Method 2026 Election](#)

[2025-43 Automatic Aid Agreement with Central Frontenac](#)

18. Public Forum

19. Closed Session

- a) Closed Meeting of Council

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

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

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

21. Confirmatory By-law

- a) Confirming By-law #2025-44 115

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

[2025-44 Confirming By-law - September 18, 2025](#)

22. Adjournment

- a) Adjournment of the Council Meeting

Be It Resolved That Council adjourns the Meeting at ____ .m. until October 10, 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.

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: 18 Sep 2025
Re: 2026 Pilot Program - Shabomeka Lake Boat Launch - Boat Trailer Storage at Parking Area.

Recommendation:

Be It Resolved That Council receives for information the Manager of Community Development's Administrative Report entitled "2026 Pilot Program - Shabomeka Lake Boat Launch - Boat Trailer Storage at Parking Area";

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

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

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

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

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

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

Background:

Council passed Resolution #255-25 at the August 7, 2025 Council Meeting:

Be It Resolved That Council receives for information the Manager of Community Development's Administrative Report entitled "Parking at Shabomeka Lake Landing/Boat Launch - Update";

And That Council chooses Option #2, creating a Pilot Program for the Shabomeka Lake Association in 2026 for a Water Access Trailer Permit to allow registered water-access-only property owners to submit one licensed trailer plate number per property, granting permission to store a trailer at the designated boat launch beyond the 72-hour limit;

And That Council instructs the Manager of Community Development to provide details of the policy at an upcoming Council meeting for consideration.

Researched By:

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

Comments:

The Manager of Community Development has drafted the below Pilot Program for Council's consideration, providing an exemption from Section 5(e) of Parking By-law #51-23 for water-access only property owners on Shabomeka Lake, to accommodate their unique transportation and storage needs at the municipal boat launch. This will not not apply to other Township residents, property owners, or visitors at this time.

Proposed Pilot Program:

1. Boat Trailer Limit
 - Each Shabomeka Lake water-access only property is permitted to store one (1) boat trailer at the Shabomeka Lake Boat Launch parking area throughout 2026.
2. Registration Requirement
 - Boat trailer owners must register their boat trailer with the Township by providing the trailer license plate number to the Township Office by April 1, 2026.
3. Seasonal Removal
 - All boat trailers must be removed from the Shabomeka Lake Boat Launch parking area during the winter months (November 30 – April 1) to allow for snow plow operations.
4. Unregistered Trailers
 - Any boat trailers not registered with the Township by April 1, 2026 will be deemed in contravention of By-law #51-23, and enforcement action may be taken.
5. Pilot Program Review
 - This exemption will be reviewed by Council at the end of the 2026 season to evaluate effectiveness and determine whether the program should be continued, modified, or terminated.

Since notifying Shabomeka Property Owners of the Boat Parking situation, four (4) comments from Shabomeka Lake water-access property owners have been received regarding this Pilot Program. In summary:

- Regarding the apparent need of some people to store their trailers in the supplied parking lot at the landing/boat launch; trailers that are stored there now (I counted 12 to 14 this summer) take up valuable vehicle parking spots and make it difficult to park when people come up. This is going to cause a huge problem. Even if everyone was allowed 2 spaces there would be no place to park. It's very difficult now. The parking area used to be less than half the size it is now and there were no issues. Respectfully, I am a tax payer in North Frontenac, so if the parking lot became not usable because of extra parking for trailers etc, I, and others I have spoke to would expect that the parking area be expanded. And, of course, an expansion is not needed if people take trailers and belongings home. Things worked well in the small lot from the late 1960s until a lot of people recently bought pontoon boats, and did not take trailers home. I understand that if someone who trailers their boat from home each weekend needs to go to town and leave a trailer unattended for a day or 2. But what they (Lake Association) have proposed is not practical and ridiculous.
- I see this whole process as getting out of control. My opinion only.
- There will be no room if every water access property owner is allowed to park their trailer there, that is not a permanent storage facility, its a parking area.

- Trailers parked there all summer really bugs me, people need to take them home - we take our boat up in the spring, take trailer home, end of September bring trailer back up to take boat home.

Financial Impact:

Staff time to create and administer a program and potential By-law Enforcement.

Strategic Implications:

Vibrant and Inclusive Community > Promote a Healthy Lifestyle > Continued provision of safe, efficient and enhanced recreational facilities, trails and parks.

Sustainable Core Services > Enhance Township Services > Enhancement of Township roads, parking areas and boat launches.

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: 18 Sep 2025
Re: Electric Vehicle Charging Stations - Revenue and Expenses

Recommendation:

Be It Resolved That Council receives for information the Manager of Community Development's Administrative Report entitled "Electric Vehicle Charging Stations - Revenue and Expenses";

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

Background:

Council passed Resolution #283-25 at the August 28, 2025 Council Meeting:

Be It Resolved That Council receives for information the Manager of Community Development's Administrative Report entitled "Electric Vehicle Charging Stations - Update";

And That Council requests the Manager of Community Development to look at options to increase revenue and decrease expenses and report back to Council at a future meeting.

Researched By:

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

Comments:

Between March 21, 2025, and September 1, 2025, I analyzed revenue generated under the current per-hour charging model and compared it to what revenues would have been if fees were based on energy consumed (per kWh). Because each Electric Vehicle accepts energy at different rates depending on its on-board charger capacity, billing by kWh provides a fairer and more consistent system than charging by the hour. During this period, the effective cost to users ranged from \$0.22/kWh to \$1.21/kWh, with an average of \$0.39/kWh.

Given the significant delivery charges from Hydro One, and considering that our location has no competing charging options, there is flexibility to set a higher rate. Market research indicates that most EV fast chargers in Ontario and Quebec are priced between \$0.45 and \$0.55/kWh. To help offset delivery costs, it is recommended that a premium rate between \$0.60 and \$0.75/kWh be implemented.

Current	Lowest	Average	ON/QC	Premium	Premium	Highest
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\$20/hr	NFT .22/kWh	NFT .39/kWh	Average .50/kWh	.60/kWh	.75/kWh	NFT 1.21/kWh
\$2,243.58	\$1,482.65	\$2,628.34	\$3,369.17	\$4,043.60	\$5,053.75	\$8,154.60

Current \$20/hr	\$30/hr	\$40/hr	\$50/hr	\$60/hr
\$2,243.58	\$3,324.50	\$4,432.66	\$5,540.81	\$6,649.00

To further look at what the monthly effect might be, I have used the June 17, 2025 - July 18, 2025 billing period, with the applicable confirmed discounts we will see in the near future of 13.1% on the Hydro Bill.

Hydro Bill Break Down:

- Electricity: 2,630.8132 kWh @ 8.476847 ¢ = \$223.01
- Global Adjustment 2,630.8132 kWh @ 10.468626 ¢ = \$275.41
- Global Adjustment CREDIT = CR \$2.23
- Global Adjustment CREDIT = CR \$4.67
- Delivery = \$2,266.70
- Regulatory Charges = \$16.04
- HST = \$360.65

Total Bill = \$3,134.91, the Township receives a HST credit; therefore, the total paid would actually be \$2,823.07.

Per the email from Hydro One the anticipated 13.1% reduction on this bill would be \$363.43, making the total payable from the Township \$2,459.64. The chart below looks at the June 17 - July 18 revenue that was received and also what could be received at different price points:

Current \$20/hr	Lowest NFT .22/kWh	Average NFT .39/kWh	ON/QC Average .50/kWh	Premium .60/kWh	Premium .75/kWh	Highest NFT 1.21/kWh
\$574.27	\$391.58	\$694.17	\$889.96	\$1,067.95	\$1,334.93	\$2,153.69

Current \$20/hr	\$30/hr	\$40/hr	\$50/hr	\$60/hr
\$547.27	\$850.50	\$1,134.00	\$1,417.49	\$1,701.00

Even at the highest rate of \$1.21/kWh or \$60/hr, the Township would still not break even.

It is recommended that, to help offset operating costs while ensuring the chargers remain affordable and well-used, the price be set at a premium rate of \$0.75/kWh. This rate should be reviewed on a monthly basis, while continuing to advocate to the Ontario Energy Board for a revised approach to determining delivery charges for Electric Vehicle Chargers.

*Note: the break down of fees in this report do not include the service fees payable to Flo, which are 15% of the revenue collected.

Financial Impact:

Financial Summary – March 21 (First Charge) to August 19 (Latest Hydro Bill)

- **Total Revenue Collected** (including the 15% Flo service fee): **\$1,759.01**
- **Total Hydro Expenditures** (inclusive of non-recoverable HST): **\$11,645.30**

As of August 19, the EV charging stations are operating at a deficit of **\$9,886.29**.

Strategic Implications:

Sustainable Core Services > Enhance Township Services > Streamlined access to Township services through new technologies.

Environmental Stewardship > Development of an action plan to manage/mitigate climate change impacts.



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: 18 Sep 2025
Re: 2025 Local Government Week - October 14 - 20

Recommendation:

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

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

And That Council approves the Local Government Week initiatives.

Background:

Local Government Week is a one-week school focused campaign in October intended to celebrate the key role that Ontario Municipal Governments play in helping define the character, priorities and amenities of Ontario's diverse communities. This is an opportunity for students and youth to enhance their civic awareness and share their ideas about what's important to them as North Frontenac residents.

Local governments are the closest level of government to our communities. Educating youth for responsible citizenship is critical to ensuring the continued vitality and growth of our local communities. Through participation in Local Government Week, students will learn about local government in a dynamic, experiential environment; gain an understanding of the municipal order of government and its impact on their communities; and learn about the diversity of careers in local government.

Local Government Week is a partnership between the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO), Ministry of Municipal Affairs and Housing (MMAH) and the Association of Municipalities of Ontario (AMO).

In 2023, the Township hosted a Local Government Week Fun Day on October 17th where we invited North Addington Education Centre, Clarendon Central Public School and Granite Ridge Education Center grades 3-8. We had approximately 180 children in attendance along with teachers and Educational Assistants. We split the children up by their classes and rotated them around 8 different Activities and provided everyone with a pizza lunch. The day was very engaging and fun for the children & everyone took home lots of information and prizes for excellent participation. During the week we also ran a Mock Council contest and a Fire Chief for the day contest.

In 2024, the Township proposed to host a "career fair" style event where high school students grades 9-12 would be invited to explore potential careers in Municipal Government. These sessions were aimed to educate students on municipal government and the many local services the Township provides, in hopes of inspiring them to get involved and make a difference. Unfortunately, due to lack of interest, the event was cancelled.

Researched By:

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

Comments:

Due to the cancellation of the event in 2024, it is proposed by staff to host an event bi-annually (next event in 2026).

For 2025, it is proposed that throughout the week, the Township will share interesting facts and figures about the municipality and its various Departments on the Township's Social Media pages, while also running a Mock Council contest and a Fire Chief for the day contest.

Mock Council Contest

The Clerk's Department will host a 'Council for the Day Contest'. Children in Grades 5-8 (first year of learning about local government) are invited to enter a contest by sharing their idea on what would make North Frontenac Township a better place to live. To enter, students will write a letter, create a video or painting to demonstrate their idea.

Seven (7) winners will be selected by Township Management Staff to form a "mock" North Frontenac Council (concept only, no actual attendance at a meeting, etc). The winners (1 Mayor & 6 Councillors) will receive a prize pack from the Township and be announced on social media (if parental permission is granted).

Fire Chief for the Day

This contest will be open to elementary school age children residing in North Frontenac.

To enter the contest, a child will create and submit a poster about fire safety to the North Frontenac Fire Department (NFFD). Judging will be performed by NFFD staff.

The winning child will receive the following:

- A visit at their school by their Fire Chief and Sparky (if available);
- A ride on a fire truck;
- A tour of one or more fire stations;
- Lunch with the Fire Chief at a local restaurant;
- An official 'Fire Chief For The Day' badge;
- A certificate;
- Additional prizes (ie. t-shirt, hat)

The contests will open up on September 19 and close on October 1, 2025 (entries will be included in the October 10 Council Agenda). The winners will be announced during Local Government Week.

Proclamation:

Whereas the week of October 14 - 20, 2025 will be celebrated in Ontario as Local Government Week; and

Whereas the municipal level of government performs the functions that significantly impact the day to day life of citizens throughout the world; and

Whereas the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO), the Ontario Ministry of Municipal Affairs and Housing and the Association of Municipalities of Ontario (AMO) acknowledge and celebrate the significant role that municipal governments play in helping to define the character, priorities, physical make up and quality of life of communities across Ontario; and

Now Therefore Be It Resolved that the Township of North Frontenac hereby proclaims the week of October 14-20, 2025 to be Local Government Week in North Frontenac Township.

Financial Impact:

There is currently \$200 approved in the 2025 Budget for Local Government Week activities.

Strategic Implications:

Vibrant and Inclusive Community > Promote a health lifestyle > increased community engagement

Deborah Stanely Interior Decorating is premier destination for professional interior design services in the North Frontenac area. With 15 years of experience, Deborah specializes in providing expert advice on whole-home design, paint, interior finishes, space planning, décor and furniture choices, as well as kitchen and bath transformations. Additionally, Deborah offers custom window blinds tailored to your home's unique style and needs, with each visit including a free estimate, expert opinions on style, colour, functionality and sun protection, as well as site measurement. Installation and automation services are also available to ensure a seamless and stress-free experience.

Founded as a home-based business, Deborah Stanley Interior Decorating has flourished under Deborah's guidance and passion for design. With a two-hour travel radius around North Frontenac and outlying areas, Deborah has served clients from Ottawa, Kingston, Belleville, Matawatchan and beyond, many of whom have summer homes in the North Frontenac region. Her dedication to providing exceptional service and creating beautiful, functional spaces has garnered praise and loyalty from clients near and far.

The decision to establish the business in North Frontenac was driven by Deborah's family connections and her love for the area. This location is critical to the business, as it allows Deborah to serve the local community while also attracting clients from the surrounding areas.

Although currently operating without any employees, Deborah Stanely Interior Decorating utilizes local contractors when needed to ensure each project is completed to the highest standards. Looking ahead, Deborah sees a bright future for her business in North Frontenac and beyond, fueled by her passion for design and commitment to exceeding her client's expectations. With her expertise and personalized approach, Deborah Stanley Interior Decorating is your trusted partner in transforming your space into a reflection of your unique style and personality. Contact Deborah today to schedule your consultation and take the first step towards creating the home or cottage of your dreams.

Deborah Stanley Interior Decorating

1046 Lancaster Lane, Cloyne

(613) 336-2191

deborah.stanley15@gmail.com

Facebook: Deborah Stanley Interior Decorating



TINY HOME BUSINESS MODEL

TOWNSHIP OF NORTH FRONTENAC

“An Answer to Housing”

1

OVERVIEW

- An Idea for North Frontenac Township to be a Pioneer that aims to Design, Construct, and Rent/Lease to Own High Quality Tiny Homes, catering to a diverse market seeking “Affordable and Sustainable” housing.
- **Targeted Market:** Millennials, Retirees, Remote Workers, Eco-Conscious Buyers, and Vacation Seekers.
- **Investment Horizon:** Planned for 20 Years.

2

Market Demand & Landscape

- The demand for Tiny Homes is increasing due to affordability issues and environmental concerns, with a competitive landscape including other builders and traditional housing.
- **Regional Demographics:** Southern/Eastern Ontario statistically shows diverse populations interested in “Affordable Housing.”
- **Demand Drivers:** Housing affordability, environmental sustainability, and urban infill strategies are key factors.
- **Competitors:** Traditional Housing Options, Apartment Complexes.

3

Product Features and Pricing

- Tiny homes will feature modern designs and sustainable materials, with pricing set to attract a broad customer base. This can be achieved on either a “build-on-site” approach or a “Factory-Built” approach.
- Size Range: 500sqft – 900sqft(max.)
- Features: Modern designs, energy-efficient, customizable, and sustainable eco-friendly materials.
- Pricing: \$100,000 - \$150,000 (Initially aiming for a Rent/Lease to Own Monthly Payment of \$1,500/monthly.

4

Revenue Model # 1: Individual Services for a 10 Units Tiny Home Development

- Proposed Rent Per Unit: \$ 1,500.00 per month
- Yearly Income (10 units): \$ 180,000.00
- Well Costs: \$ 13,800.00 - \$ 22,600.00 (Mid-point: 18,200.00)
- Treatment Costs: \$ 900.00 - \$ 2000.00 (Mid-point: \$ 1,450.00)
- \$ 18,200.00 + \$ 1,450.00 = \$ 19,650.00/per well
- \$ 19,650.00 x 10 Units = \$ 196,500.00
- Septic System: \$ 14,000.00 - \$ 27,500.00 (Mid-point: \$ 20,750.00)
- \$ 20,750.00 x 10 Units = \$ 207,500.00
- Maintenance Costs (Municipal Employee) \$ 59,300.00 + possible repair materials (yearly)
- \$ 59,300.00 x 20 yr. plan = \$ 1,186,000.00 + repair materials
- Total Proposed Construction Costs (10 Units): \$ 1,356,250.00
- 20 Year Income without Rental Increases / Initial Investment & 20 yr. Maintenance Costs x 100 = ROI
- \$ 3,600,000.00 / \$ 2,946,250.00 x 100 = 122.19% Return on Investment

5

Revenue Model # 2: Communal Services for 10 Unit Tiny Home Development

- Proposed Rent per Unit: \$ 1,500.00/month
- Yearly Income (10 Units): \$ 180,000.00
- Communal Well Cost: \$ 20,000.00 - \$ 40,000.00 (Mid-point \$ 30,000.00)
- Treatment Costs: \$ 3,500.00
- \$ 30,000.00 + \$ 3,500.00 = \$ 33,500.00 Communal Well System
- Communal Septic System: \$ 77,500.00 - \$ 150,000.00 (Midpoint \$113,750.00)
- \$ 113,750.00 for 10 Unit Communal Septic System.
- Maintenance Costs: \$ 59,300.00 + possible repair materials (yearly)
- \$ 59,300.00 x 20 yr. Plan = \$ 1,186,000.00 + repair materials
- Total Construction Costs: \$ 1,356,250.00
- 20 Year Income without Rental Increases / Initial Investment & 20 yr. Maintenance Costs x 100 = ROI
- \$ 3,600,000.00 / \$ 2,689,500.00 x 100 = 133.85% Return on Investment

6

On-Site Building vs. Pre-Built

- **Building On-Site:**
 - **Pros:** Fully customizable, potentially lower material costs, flexible design, suitable for unique sites, more adaptable to local regulations.
 - **Cons:** Higher labour costs and longer timeframes, variable quality, requires construction expertise, less predictable costs.
- **Buying Pre-Built:**
 - **Pros:** Faster turnaround, predictable costs, higher quality consistency, energy-efficient standards, often better insulation and durability, easier to obtain permits if models are compliant.
 - **Cons:** Less customizable, higher upfront cost, transportation logistics, limited flexibility once manufactured.

7

Key Questions & Answers:

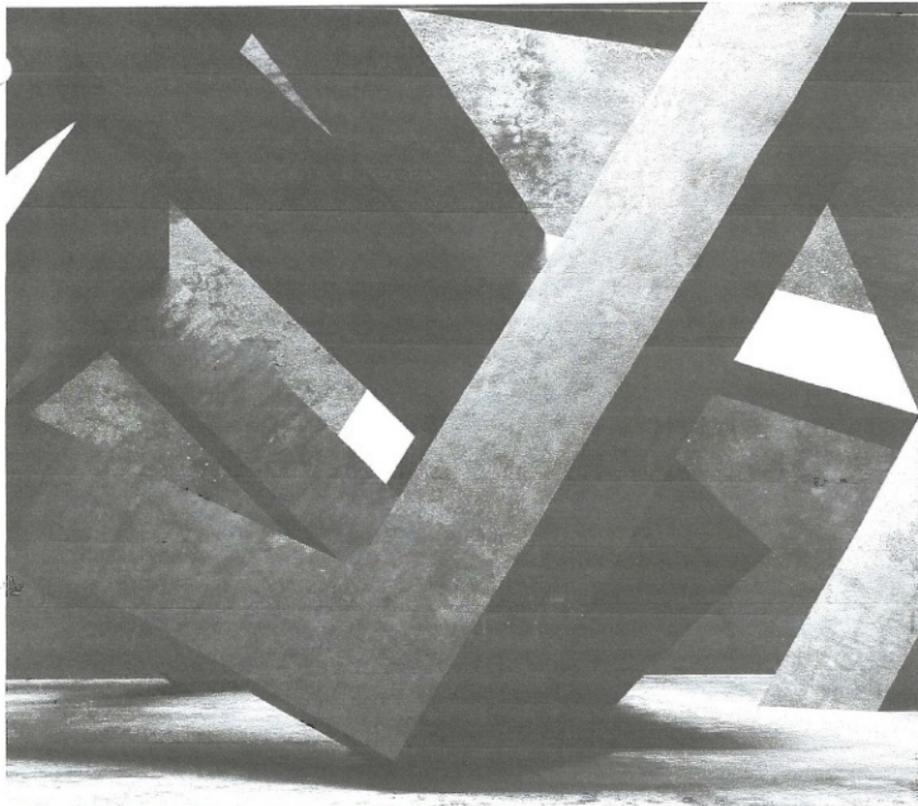
- **What are the benefits of tiny homes in rural communities?** *Benefits include affordable housing options, rapid construction, minimizing land use, promoting sustainability, and fostering community development.*
- **Are tiny homes financially feasible for rural communities?** *Yes, They offer an affordable alternative to traditional housing, with lower construction costs and potential to use subsidized land or grants.*
- **Are there grants or subsidies available for tiny home projects in rural areas?** *Some programs, like provincial and federal grants or rural development initiatives, may support affordable housing projects, including tiny homes but, availability depends on the region.*
- **How ecological are tiny homes?** *Highly ecological when designed with energy efficiency as the backbone for construction; options could include: solar panels, sustainable materials, and reducing carbon footprint.*

8

Conclusion – The approach to a Tiny Home Development:

- **1. Planning & Design;** needs assessment, site selection and zoning, design standards.
- **2. Building Phase;** construction methods, funding and incentives.
- **3. Development & Rental Program;** financing and payment models, operational management, community engagement.
- **4. Maintenance & Upkeep;** routine maintenance, sustainability initiatives, resident involvement.
- **5. Transition to Sale (after 20yrs.);** market strategy, sale process, post-sale engagement.
- **6. Legal & Regulatory Considerations.**
- **7. Long-term Financial Planning.**
- **In Summary a successful 20-year tiny home development initiative involves collaborative planning, sustainable design, affordable rental programs, diligent maintenance, and strategic sale processes. This approach fosters community engagement, environmental sustainability, and long-term economic viability for North Frontenac Township.**

• **THANK YOU !**



TINY HOME BUSINESS PLAN

TOWNSHIP OF NORTH FRONTENAC PROPOSAL

PREPARED BY: ROBERT
LESPERANCE



OVERVIEW

THIS IS A COMPREHENSIVE BUSINESS PROPOSAL FOR THE TOWNSHIP OF NORTH FRONTENAC IN REGARD TO A POSSIBLE INVESTMENT SOLUTION TO OUR LOCAL AFFORDABLE HOUSING SHORTAGE.

KEY FACTORS WHEN LOOKING TO INVEST IN RURAL COMMUNITIES

Township of North Frontenac

KEY FACTORS:

1. Government Incentives and Funding Programs:
 - Provincial and Federal grants, such as the Ontario Priorities Housing Initiative (OPHI) and Canada Mortgage and Housing Corporation (CMHC) programs, offer financial support for affordable housing.
2. Availability of Land and Lower Development Costs:
 - Rural areas often have more affordable land prices and lower development costs compared to urban centers, increasing project viability and return on investment.
3. Growing Population and Demand for Housing:
 - Increased interest in rural living due to remote work trends and affordability concerns, leading to rising demand for affordable housing options.
4. Strategic Location and Accessibility:
 - Proximity to larger cities like Toronto, Ottawa and Hamilton makes rural municipalities attractive for commuters, expanding their housing markets.
5. Supportive Local Policies and Community Engagement:
 - Many rural municipalities are adopting policies that streamline approval processes and actively encourage affordable housing investments.
6. Economic Development Potential:
 - Investment in affordable housing can stimulate local economies, create jobs, and attract new residents, contributing to community revitalization.
7. Environmental and Sustainable Building Incentives:
 - Opportunities to incorporate green building practices and energy efficient technologies, supported by provincial initiatives promoting sustainable development.
8. Low Vacancy Rates and Housing Shortages:
 - Even in rural areas, some municipalities face shortages of affordable rental units, presenting opportunities for developers.
9. Improved Infrastructure and Services:
 - Enhanced infrastructure investments, including transportation, healthcare, and education facilities, increase the attractiveness of rural municipalities for new residents.
10. Demographic Trends:
 - Aging populations and youth migration are creating demand for affordable, accessible housing options tailored to different age groups.
 - Investors can leverage these factors by collaborating with local governments, engaging with community stakeholders, and aligning projects with provincial priorities for a sustainable and profitable investment.

STRATEGIES FOR NORTH FRONTENAC TOWNSHIP

A Focus on Housing, Infrastructure & Business Growth

Housing Development:

- **Incentivize Affordable Housing Projects:** Offer tax breaks or subsidies to developers building affordable homes.
- **Promote Mixed-Use Developments:** Combine residential, commercial, and recreational spaces to attract diverse residents.
- **Streamline Zoning Regulations:** Simplify land use policies to encourage development and reduce barriers.
- **Convert Underutilized Land:** Identify and repurpose vacant or unused land for residential or commercial use.
- **Encourage Modular and Prefabricated Housing:** Support cost-effective, quick-to-build housing options.

Infrastructure Enhancement:

- **Improve Transportation Connectivity:** Develop better roads, public transit options, or commuter rail links to nearby urban centers.
- **Upgrade Utilities and Internet Access:** Expand high-speed broadband and reliable utilities to attract remote workers and businesses.
- **Invest in Renewable Energy Infrastructure:** Use solar, wind, or other renewable sources to reduce costs and promote sustainability.
- **Establish Recycling and Water Management Systems:** Develop modern waste and water infrastructure to support a growing population.

Economic and Business Development:

- **Create Business Incentive Programs:** Offer grants, tax abatements, or low-interest loans to attract small and medium-sized businesses.
- **Support Agriculture and Rural Industries:** Leverage local resources for niche markets, crafts, or organic farming.
- **Develop Tourism and Recreation:** Promote natural and cultural attractions to attract visitors and new residents.
- **Foster Startup Ecosystems:** Encourage innovation hubs or co-working spaces to attract entrepreneurs.
- **Partner with Educational Institutions:** Collaboration with colleges or vocational schools to develop a skilled workforce.

Community and Quality of Life:

- **Enhance Healthcare and Education Facilities:** Expand clinics, hospitals, and schools to serve a larger population.
- **Develop Parks and Cultural Amenities:** Create attractive public spaces and cultural centers to improve quality of life.
- **Promote Community Engagement:** Involve residents in planning to ensure growth aligns with local values and needs.
- **Implement Sustainable Urban Planning:** Design growth around environmental conservation and resilience.

Policy & Planning:

- **Develop a Long-Term Growth Plan:** Clearly define goals, zoning, and infrastructure needs.
- **Secure Provincial and Federal Funding:** Pursue funding for infrastructure, housing, and economic development projects.
- **Establish Public-Private Partnerships:** Collaborate with private investors for project development and infrastructure.

Marketing and Attraction Strategies:

- **Market the Municipality as a remote Work Destination:** Highlight affordability, quality of life, and connectivity.
- **Attract Retirees and Young Relocators:** Promote appealing aspects like safety, natural beauty, and community amenities.
- **Offer Relocation Incentives:** Assist new residents with moving costs or starter grants.

Resilience and Sustainability:

- **Prioritize Environmental Sustainability:** Incorporate green infrastructure, conservation efforts, and resilient planning to support long-term growth.

AVERAGE INCOME BASED ON AGE GROUPS

Please note, these figures are derived from Stats Canada and Regional Economic Reports. These figures are intended to be used to design a plan that will be geared to all these Age Groups & Average Annual Incomes.

|Age Group| Average Annual Income| Monthly Income |

25-34	\$55,000-\$65,000	\$4,583 - \$5,417
35-44	\$65,000-\$75,000	\$5,417 - \$6,250
45-54	\$75,000-\$85,000	\$6,250 - \$7,083
55-64	\$70,000-\$80,000	\$5,833 - \$6,667
65+	\$25,000-\$35,000	\$2,083 - \$2,917



AVERAGE EXPENSES BASED ON AGE GROUP:

| EXPENSE | 25-34 | 35-44 | 45-54 | 55-64 | 65+ |

Housing	\$12-1800	\$15-2200	\$18-2400	\$16-2000	\$12-1800
Utilities	\$3-400	\$350-450	\$350-450	\$3-400	\$250-350
Food	\$6-800	\$7-900	\$7-900	\$6-800	\$5-700
Vehicle	\$4-600	\$5-700	\$5-700	\$4-600	\$2-400
Insurance	\$3-400	\$350-450	\$350-450	\$250-350	\$150-250
Healthcare	\$1-200	\$150-250	\$150-250	\$150-250	\$2-300
Entertainment	\$2-300	\$250-350	\$250-350	\$2-300	\$1-200
Savings	variable, often 10-20% of income	similar, varies with income	similar	typically lower or fixed savings	

SUMMARY:

- Income vs. Expenses: Younger adults (25-34) often allocate a larger portion of their income to housing and transportation as they establish careers or families. Expenses typically grow with income but are bounded by lifestyle.
- Retirement & Senior adults (55 – 65+) tend to have lower incomes but also have reduced expenses, particularly in housing if mortgage free, and healthcare costs may rise.
- Savings & Investment, financial planning becomes more prominent during middle age years (35-55)

THE APPROACH TO DESIGNING, BUILDING, RENTING, MAINTAINING AND SELLING TINY HOMES OF A 20-YEAR PERIOD

1. Planning & Design:

- **Needs Assessment;** Conduct surveys or community consultations to gauge interest, identify target demographics (e.g. seniors, low-income families, retirees, students)
- **Site Selection & Zoning;** Choose suitable land considering proximity to amenities, utilities, and environmental impact. Work with municipal authorities to ensure zoning laws permit tiny home development or pursue rezoning if necessary.
- **Design Standards;** Develop sustainable, modular, and flexible tiny home designs compliant with Ontario Building Codes, incorporate energy-efficient features (solar panels, green roofs, water saving fixtures, etc.), determine minimum size requirements (for this proposal 650-900sqft).

2. Building Phase:

- **Construction Methods;** Partner with local builders or establish community-based workshops. Use local suppliers for materials to support local economy. (This will be broken down later in this proposal) Use a Tiny Home Building Company with Homes to Order and Deliver to site.
- **Funding & Incentives;** Seek provincial grants or programs. (explored later in this proposal), explore low-interest loans or public-private partnerships.

3. Development & Rental Program:

- **Financing & Payment Models;** Set affordable rent structures, potentially subsidized for low-income tenants, implement lease-to-own schemes to encourage long-term ownership.
- **Operational Management;** Hire or train local staff for property management. Establish maintenance schedules and tenant support services.
- **Community Engagement;** Incorporate communal spaces, gardens, or shared amenities. Promote community-building activities.

4. Maintenance & Upkeep:

- **Routine Maintenance;** Regular inspections for structural integrity, plumbing, electrical systems. Use durable locally sourced materials for repairs.
- **Sustainability Initiatives;** Implement composting toilets or greywater systems. Install rainwater harvesting and solar energy.
- **Resident Involvement;** Educate tenants on maintenance and sustainable practices. Enlist community volunteers for certain upkeep activities.

5. Transition to Sale (After 20 Years):

- **Asset Management;** Keep detailed records of each tiny home's age, condition, and value.
- **Market Strategy;** Conduct appraisals to determine fair market values. Offer residency tenants first right of purchase (otherwise list publicly.)
- **Sale Process;** Price homes competitively based on market conditions, promoted through local agencies, online listings, and community events.
- **Post-Sale Engagement;** Provide consultation or assistance for new owners. Use proceeds to fund future projects or community improvements.

6. Legal & Regulatory Considerations:

- Ensure compliance with Ontario Building Code, Local Zoning By-laws, and Accessibility Standards, Clarify ownership rights and responsibilities, Address insurance, tax implications, and covenants.

7. Long-term Financial Planning:

- Allocate revenue from sales to sustain the program, Create a reserve fund for future repairs, upgrades, or development.

Summary: A successful 20-year tiny home initiative involves collaborative planning, sustainable design, affordable rental programs, diligent maintenance, and strategic sale processes. This approach fosters community engagement, environmental sustainability, and long-term economic viability for the township.

TINY HOME RENTAL SYSTEM FRAMEWORK

1. Assessment & Planning:

- Needs Assessment: to determine community needs, potential demand, and environmental considerations.
- Feasibility Study: analyze financial viability, site suitability, and demand projections.
- Stakeholder Engagement: consult residents, potential renters, indigenous communities, etc.

"This framework relies on provincial legislation such as the Planning Act, Building Code Act, and Residential Tenancies Act, alongside municipal authority to regulate land use and building standards. Collaboration with legal experts, urban planners, and community stakeholders is essential for a successful, sustainable Tiny Home Rental System"

2. Legal & Regulatory Framework:

- Zoning and Land Use Regulations
- Amend or Establish Zoning Bylaws to designate specific zones for tiny homes, such as residential or mixed-use zones
- Confirm that the land permits small-scale residential structures, or rezone if necessary, following the Planning Act (Ontario)
- Building Codes and Safety Standards
- Ensure tiny homes comply with the Ontario Building Code, which covers structural standards, fire safety, plumbing, and electrical systems
- Consider adopting or modifying standards specific to tiny homes, which are often smaller than typical residential units.
- Accessory Dwelling Units (ADUs) and Alternative Housing Policies
- Explore policies related to secondary suites, ADUs, which may inform the regulation of tiny homes and rental units

3. Permitting & Licensing:

- Establish or adapt permit processes for construction, placement, and operation of Tiny Homes
- Develop a licensing system for rental operations to ensure adherence to safety, health, and legal standards
- Enforce rental agreements and manage landlord-tenant relationships under the Residential Tenancies Act (Ontario)

4. Site Selection and Infrastructure:

- Identify suitable locations with access to municipal services like water, sewage, and electricity
- Develop infrastructure plans for communal amenities, waste management, and security

5. Maintenance Framework:

- To be covered later in this proposal.

6. Sustainable Income Generation:

- Implement a rental model that balances affordability with sustainability
- Consider long-term Rental Leases, revenue-sharing arrangements, or fees for amenities
- Use revenue to offset municipal costs, reinvest in infrastructure, or support community

7. Legal & Policy Documentation:

- Draft and adopt bylaws, rental agreements, and property standards
- Establish policies for eviction, dispute resolution, and compliance with safety and health regulations

8. Monitoring and Evaluation:

- Regularly monitor rental operations, maintenance standards, and community impact
- Adjust policies and infrastructure investments as needed to sustain the program

BUSINESS PLAN & STRATEGY FOR TINY HOMES: TINY HOME CONSTRUCTION

EXECUTIVE SUMMARY:

Business Name: North Frontenac Tiny Home Project

Business Model: Designing and Constructing High-Quality Tiny Homes (650-900sqft) with Rental and Sale Options.

Target Market: Millennials, Remote Workers, Vacation Seekers, Eco-Conscious Buyers, Retirees.

Investment Horizon: 20 Years

MARKET OVERVIEW:

- **Regional Demographics:** North Frontenac has Populations and Future Populations with increasing interest in Affordable Housing and Sustainable Housing Solutions.
- **Demand for Tiny Homes:** Growing due to Housing Affordability Issues, Environmental Concerns and Urban Infill Strategies.
- **Competitive Landscape:** Other Tiny Home Builders, Modular Home Manufacturers, and Traditional Housing Options.

PRODUCT DESCRIPTION:

- **Size Range:** 650-900 Square Feet
- **Features:** Modern Design, Energy Efficiency, Customizable Options, and Sustainable Materials
- **Pricing:** Estimated Retail Prices are between \$100,000-150,000 depending on size and Features.

CONSTRUCTION AND OPERATING ASSUMPTIONS:

- **CONSTRUCTION COST PER SQUARE FOOT:** \$150-200 (varies based on customization)
- **AVERAGE SIZE PER HOME:** 775 SqFt (Midpoint)
- **CONSTRUCTION COST PER HOME:** \$116,250 - \$155,000 (775SQFT x \$150-200)
- **NUMBER OF HOMES PROPOSED:** 10 Units (Initial Phase)
- **LAND COST PER SITE:** (Approx.) \$200,000 (varies by location within Southern/Eastern Ontario)
- **TOTAL LAND COST:** \$2,000,000 (for 10 Units)

FINANCIAL – CONSTRUCTION COSTS:

- **Construction (per unit) - 775SqFt x \$175 (average) = \$ 135,625.00**
- **Total Construction Cost - 10 units x \$ 135,625.00 = \$ 1,356,250.00**
- **Land Acquisition – 10 Sites @ \$ 200,000/ea. = \$ 2,000,000.00 – “Can be reduced with Township owned property”**
- **Total Initial Investment: \$ 1,356,250.00 + \$ 2,000,000.00 = \$ 3,356,250.00**

REVENUE MODEL:

- Proposed Monthly Rent per unit: \$1,200 - \$ 1,500 (market dependent)
- Average rent per unit: \$ 1,350.00
- Yearly Rental Income (10 Units): \$ 1,350 x 10 units x 12 months = \$ 162,000.00
- Maintenance & Operating Costs (yearly): Approx. 10% of rental income = \$ 16,200
- NET YEARLY RENTAL INCOME: \$ 162,000.00 - \$ 16,200.00 = \$ 145,800.00

20 – YEAR FINANCIAL PLAN:

| YEAR | RENTAL INCOME | OPERATING COSTS | NET INCOME | CUMULATIVE RENTAL INCOME | ASSET VALUE (SALE) | ESTIMATED SALE PRICE | CAPITAL GAIN |

| 1-20 | \$ 162,800.00 | \$ 16,200.00 | \$ 145,800.00 | \$ 2,916,000.00 | - | \$ 3,500,000.00 (appreciation) | \$ 907,000.00 |

PROPERTY APPRECIATION ASSUMPTION: 3-4% Annual Appreciation

SALE AFTER 20 YEARS: Estimated Property Value @ \$3.5 million (approx. based on appreciation and location)

ESTIMATED PROFIT: \$ 2,916,000.00 + \$ 3,500,000.00 - \$ 3,356,250 = \$ 3,059,750.00

R.O.I.: (Total Profit / Initial Investment x 100)

\$ 2,916,000.00 / \$ 3,356,250.00 x 100 = 86.8% - This is with having to buy land. (not including septic or wells)

PAYBACK PERIOD: APPROX. 7-8 YEARS (considering rental income offsets initial costs sooner)



AFFORDABLE HOUSING



COMMUNITY & TOWNSHIP
PARTNERSHIPS



SUSTAINABLE GROWTH

REVENUE MODEL #1

- NO LAND PURCHASE REQUIRED, INDIVIDUAL SERVICES

Proposed Rent Per Unit: \$ 1,500.00

Yearly Income (10 Units): \$ 180,000.00

Water Well Costs: \$ 13,800.00 - \$ 22,600.00

MID-Point: \$ 18,200.00

Treatment Costs: \$ 900.00 - \$ 2,000.00

MID-Point: \$ 1,450.00

\$ 18,000.00 + \$ 1,450.00 = \$ 19,650.00 Per Well

\$ 19,650.00 x 10 Units = \$ 196,500.00

Septic System Costs: \$ 14,000.00 - \$ 27,500.00

MID-Point: \$ 20,750.00

\$ 20,750.00 Per Septic

\$ 20,750.00 x 10 units = \$ 207,500.00

Maintenance Costs: \$ 59,300.00 + possible repair materials (Yearly)

\$ 59,300.00 x 20 Year Plan = \$ 1,186,000.00 + repair supplies

Total Construction Cost: \$ 1,356,250.00

20 Year Income Without Increase / Initial Investment & 20 Year Main. Costs x 100 = ROI

\$ 3,600,000.00 / \$ 2,946,250.00 x 100 = ROI

ROI = \$ 122.19%

- Raising monthly rental amounts by an annual percentage of 1.5% would also increase the ROI

REVENUE MODEL #2

- NO LAND PURCHASE REQUIRED, COMMUNAL SERVICES

Proposed Rent Per Unit: \$ 1,500.00

Yearly Income (10 Units): \$ 180,000.00

Water Well Costs: \$ 20,000.00 - \$ 40,000.00

MID-Point: \$ 30,000.00

Treatment Costs: \$ 3,500.00

$\$ 30,000.00 + \$ 3,500.00 = \$ 33,500.00$ Communal Well System

Septic System Costs: \$ 77,500.00 - \$ 150,000.00

MID-Point: \$ 113,750.00

$\$ 113,750.00$ 10 Unit Communal Septic System

Maintenance Costs: \$ 59,300.00 + possible repair materials (Yearly)

$\$ 59,300.00 \times 20$ Year Plan = \$ 1,186,000.00 + repair supplies

Total Construction Cost: \$ 1,356,250.00

20 Year Income Without Increase / Initial Investment & 20 Year Main. Costs x 100 = ROI

$\$ 3,600,000.00 / \$ 2,689,500.00 \times 100 = \text{ROI}$

ROI = \$ 133.85%

- Raising monthly rental amounts by an annual percentage of 1.5% would also increase the ROI

RENT AMOUNT PROJECTION FOR 20 YEARS.

*NOTE: AVERAGE INFLATION HISTORICALLY IS 2-3% CONSECUTIVELY EACH YEAR AN INCREASE OF 1.5% FOR INFLATION WILL APPLY.

YEAR	CALCULATION	RENT AMOUNT PER UNIT	YEARLY RENT AMOUNT (10 UNITS)
2025	\$1,500 x 1	\$1,500.00	\$180,000.00
2026	\$1,500 x 1.015	\$1,522.50	\$182,000.00
2027	\$1,522.50 x 1.015	\$1,545.34	\$185,440.80
2028	\$1,545.34 x 1.015	\$1,568.52	\$188,222.40
2029	\$1,568.52 x 1.015	\$1,592.05	\$191,046.00
2030	\$1,592.05 x 1.015	\$1,615.93	\$193,911.60
2031	\$1,615.93 x 1.015	\$1,640.17	\$196,820.40
2032	\$1,640.17 x 1.015	\$1,664.77	\$199,772.40
2033	\$1,664.77 x 1.015	\$1,689.74	\$202,768.80
2034	\$1,689.74 x 1.015	\$1,715.09	\$205,810.80
2035	\$1,715.09 x 1.015	\$1,740.82	\$208,898.40
2036	\$1,740.82 x 1.015	\$1,766.93	\$212,031.60
2037	\$1,766.93 x 1.015	\$1,793.43	\$215,211.60
2038	\$1,793.43 x 1.015	\$1,820.33	\$218,439.60
2039	\$1,820.33 x 1.015	\$1,847.63	\$221,715.60
2040	\$1,847.63 x 1.015	\$1,875.34	\$225,040.80
2041	\$1,875.34 x 1.015	\$1,903.47	\$228,416.40
2042	\$1,903.47 x 1.015	\$1,932.02	\$231,842.40
2043	\$1,932.02 x 1.015	\$1,961.00	\$235,320.00
2044	\$1,961.00 x 1.015	\$1,990.42	\$238,850.40

NOTE: AVERAGE RENTAL AMOUNT FOR A 1-2 BEDROOM

BUNGALOW (1000-1200 sqft) AS OF 2024 STATISTICS IN

SOUTHERN ONTARIO IS: \$1,800.00 - \$2,300.00 + UTILITIES

USING THE ABOVE TABLE AS REFERENCE THIS MODEL OF RENTAL AMOUNT DOES NOT REACH CURRENT STATISTIC AMOUNTS UNTIL 2039.

DRAFT - Tiny Home Rental Agreement

This Rental Agreement ("Agreement") is made and entered into on _____, by and between:

Municipality of [Township of North Frontenac]
Address: [6648 Road 506, Plevna, ON. K0H2M0]
(Hereinafter referred to as "Landlord" or "Municipality")

and

Renter Name: _____
Address: _____
Phone: _____
Email: _____

1. Property Description

The Landlord hereby leases to the Renter the tiny home located at:
[Property Address or Location Description] (the "Premises")

2. Term of Lease

Start Date: ____/____/____
End Date: ____/____/____
Renewal options, if any: _____

3. Rent

The monthly rent shall be: \$ _____ payable on the first day of each month. Payments shall be made to:
[Payment Details].

4. Security Deposit

The Renter shall pay a damage/security deposit of: \$ _____ upon signing this Agreement. The deposit will be held to cover damages, unpaid rent, or other breaches of this Agreement. The deposit will be returned within 15 days after the end of tenancy, minus any deductions.

5. Use of Premises

The Premises shall be used solely for residential purposes by the Renter and household members listed as authorized occupants.

The Renter shall not sublet, assign, or permit others to use the Premises without prior written consent of the Landlord.

6. Maintenance and Repairs

- Interior Maintenance: The Renter shall keep the interior of the tiny home in clean and operates condition.

- Exterior Maintenance: The Renter shall maintain the exterior and surrounding area, including landscaping, grass cutting, and cleanliness.

- Repairs: The Landlord shall be responsible for structural repairs, roofing, and major systems, unless damage results from negligence or misuse by the Renter.

7. Amenities and Services

- Snow Removal: The Landlord shall ensure snow removal from pathways and Driveway.

- Grass Cutting & Landscaping: The Landlord shall be responsible for regular grass cutting and landscaping, unless otherwise specified.

- Water, Electricity, and Utilities: The Landlord shall ensure proper supply; the Renter shall pay for utilities as per the attached schedule or separate agreement.

8. Damage Deposits and Damage Liability

The Renter shall be liable for damages beyond normal wear and tear. The damage deposit may be used to cover such damages, unpaid rent, or breaches.

9. Rules and Regulations

The Renter agrees to comply with all relevant municipal bylaws, including noise, waste disposal, and property upkeep regulations.

10. Entry and Inspection

The Landlord reserves the right to enter the Premises with reasonable notice (at least 24 hours) for inspection, repairs, or showing to prospective tenants.

11. Termination

Either party may terminate this Agreement with written notice of ___days (minimum 60 days). Grounds for immediate termination include breach of this Agreement or illegal activity.

12. Inspections and Maintenance Scheduling

Routine inspections shall occur every __ months to ensure proper condition.

13. Insurance

The Renter is encouraged to maintain renters' insurance covering personal property and liability.

14. Local Regulations

The Renter acknowledges receipt of a copy of all relevant municipal bylaws governing tiny home use and agrees to adhere to them.

15. Additional Provisions

- [Any other specific rules or conditions]

Signatures

Landlord: _____ Date: _____
(Representative of Municipality)

Renter: _____ Date: _____

MATERIAL & LABOUR COST FOR TINY HOME (650-900SQFT) BASED ON INDUSTRY STANDARDS AND COST DATA 2024

| COMPONENT | DETAILS | ESTIMATED COST | NOTES |

Material Cost & Breakdown

Foundation Concrete slab or pier & beam \$ 10,000 - \$ 15,000 Depends on site prep and foundation type
Framing Lumber 2x4s, 2x6s, roof trusses \$ 10,000 - \$ 15,000 Approximate for shell and roof framing
Sheathing & Exterior Walls OSB sheathing, siding (vinyl or cement board) \$ 8,000 - \$ 12,000 Includes exterior wall panels
Roofing Shingles or metal roofing \$ 4,000 - \$ 6,000 Installed
Insulation Fiberglass batts, spray foam \$ 4,000 - \$ 6,000 Walls and Roof
Windows and Doors Energy-efficient windows, exterior doors \$ 5,000 - \$ 8,000 Varies with quality
Interior Walls & Finishes Drywall, paint \$ 4,000 - \$ 7,000 Walls & ceilings
Flooring Laminate, vinyl, or hardwood flooring \$ 3,000 - \$ 5,000 Depending on material
Kitchen & Bathroom Fixtures Cabinets, countertops, fixtures \$ 8,000 - \$ 12,000 Full kitchen and bathroom fixtures
Lighting & Electrical Wiring, outlets, fixtures \$ 4,000 - \$ 6,000 Electrical rough-in & fixtures
HVAC Mini-split, ventilation \$ 4,000 - \$ 6,000 Heating and cooling
Appliances Refrigerator, stove, washer/dryer, etc. \$ 4,000 - \$ 7,000 Basic Household appliances
Miscellaneous Fasteners, adhesives, trim, minor finishes \$ 3,000 - \$ 5,000 Estimated
TOTAL ESTIMATED MATERIAL COST: \$ 65,000 - \$ 100,000 (Additional costs for site-specific adjustments and finishes)

Labour Costs & Manpower Breakdown

Construction Stage	Estimated Man-Hours	Average Rate (\$/hr)	Labour Cost Range	Description
Site Prep & Foundation	80-120 hrs	\$50-70/hr	\$ 4,000 - \$ 8,400	Excavation, soil prep, pouring foundation
Framing	150-200 hrs	\$50-70/hr	\$ 7,500 - \$ 14,000	Wall framing & Trusses
Sheathing & Exterior Finish	60-80 hrs	\$50-70/hr	\$ 3,000 - \$ 5,600	Sheathing, siding, roofing installation
Insulation & Interior Walls	50-70 hrs	\$50-70/hr	\$ 2,500 - \$ 4,900	Insulation, drywall hanging, taping, sanding
Interior Finishes & Fixtures	80-120 hrs	\$50-70/hr	\$ 4,000 - \$ 8,400	Painting, flooring, cabinets, fixtures
Electrical & Plumbing	70-100 hrs	\$50-70/hr	\$ 3,500 - \$ 7,000	Wiring, plumbing rough-in & finish
HVAC & Final Systems	40-60 hrs	\$50-70/hr	\$ 2,000 - \$ 4,200	HVAC installation
Cleanup & Inspection	20-30 hrs	\$50-70/hr	\$ 1,000 - \$ 2,100	Final touches, inspector approvals
TOTAL MAN-HOURS & LABOUR COST ESTIMATES:				

TOTAL HOURS: 550 - 780 HRS

TOTAL LABOUR COST: \$ 27,500 - \$ 54,600

WATER WELL FOR TINY HOME (850-900SQFT) COST BREAKDOWN & COMPARISON BETWEEN COMMUNAL AND INDIVIDUAL WELLS

1. Drilled Water Well Installation (per tiny home):

- Well Drilling & Casing: \$ 8,000 - \$ 12,000
- Pump and Pressure System: \$ 2,500 - \$ 4,000
- Water Storage Tank (if applicable) (e.g. 100-200 gallons): \$ 1,000 - \$ 2,000
- Disinfection & Testing (initial): \$ 300 - \$ 600
- Labour & Permits: \$ 2,000 - \$ 4,000

Total One-Time Cost Per Tiny Home: \$ 13,800 - \$ 22,600

2. Water Treatment Systems (for each tiny home):

- Basic Filtration System (sediment, carbon filter): \$ 400 - \$ 800
- UV Purification (Optional): \$ 500 - \$ 1,200
- Annual Maintenance & Replacement Parts: \$ 200 - \$ 400/year

TOTAL INITIAL TREATMENT COST: \$ 900 - \$ 2,000

Ongoing costs (annually):

- Water testing, maintenance, and filter replacements: \$ 200 - \$ 400

Comparison with Communal Wells:

| **Aspect** | Individual Well (per home) | Communal Well (shared infrastructure) |

| **Initial Investment** | \$ 13,800 - \$ 22,600 | \$ 20,000 - \$ 40,000 (for entire community infrastructure) |

| **Maintenance Costs** | \$ 200 - \$ 400/year | Shared among users, potentially lower per unit |

| **Water Quality Control** | Individual systems, ongoing testing | Centralized treatment, easier monitoring |

| **Flexibility** | Independent, can be turned off/on | Dependant on community management |

SUMMARY:

- Installing an individual drilled well with treatment costs roughly \$ 14,700 - \$ 24,600 initially per tiny home, with ongoing costs
- A communal well infrastructure might have a higher upfront cost but could be more cost-effective over multiple units due to shared costs
- Efficiency-wise, communal wells – may reduce per-unit costs and simplify maintenance, but they require management and shared responsibility

SEPTIC SYSTEM INSTALLATION COST FOR TINY HOME (650-900SQFT) AND COMMUNAL SYSTEMS

1. Individual Septic System Installation (Tiny Home):

- Site Evaluation & Permitting: \$ 1,000 - \$ 2,000
- Excavation & Site Prep: \$ 2,500 - \$ 4,000
- Septic Tank (including delivery & installation): \$ 3,000 - \$ 6,000
- Drain Field (Leach Bed) or Absorption Bed: \$ 4,000 - \$ 8,000
- Plumbing & Connections: \$ 1,500 - \$ 3,000
- Labour & Miscellaneous (permits, inspection, contingencies): \$ 2,000 - \$ 4,000

TOTAL ESTIMATED COST: \$ 14,000 - \$ 27,500 (per tiny home)

NOTES: Cost varies depending on soil conditions, distance from municipal septic, and specific local regulations. Minor variations depend on system size, which for tiny homes is generally smaller, typically reducing costs slightly.

2. Communal Septic System (for multiple tiny homes):

- Design & Engineering: \$ 3,000 - \$ 5,000
- Site Prep & Excavation: \$ 5,000 - \$ 10,000
- Large Septic Tank or Treatment Facility: \$ 10,000 - \$ 20,000
- Distribution System (piping network): \$ 8,000 - \$ 15,000
- Monitoring & Control System: \$ 3,000 - \$ 6,000
- Permitting & Inspection: \$ 2,000 - \$ 4,000

TOTAL ESTIMATED COST FOR (a 10 Tiny Home Community): \$ 77,500 - \$ 150,000

NOTE: Per-Unit Cost: Dividing the total cost by number of homes (10), approximate per-unit installation cost: \$ 7,750 - \$ 15,000

3. Cost Comparison & Efficiency Analysis:

| **Criteria** | Individual System | Communal System |

| **Initial Cost per Home** | \$ 14,000-\$27,000 | \$ 7,750-\$15,000 (per unit) |

| **Long-term Maintenance** | Higher per unit, as each system requires individual upkeep | Lower, centralized maintenance reduces overall costs |

| **Environmental Impact** | Greater footprint per unit, possible inefficiencies | More efficient wastewater treatment & management |

| **Scalability & Flexibility** | Suitable for isolated tiny homes | Better suited for clustered tiny home communities |

Which is more efficient? In terms of cost-effectiveness and environmental sustainability, communal septic systems tend to be more efficient when managing multiple tiny homes. They share infrastructure costs, reduce individual maintenance expenses, and provide centralized treatment, often leading to lower overall lifecycle costs.

Additional Considerations:

- **Regulations:** Always check local building codes and environmental regulations specific to the area
- **Soil & Site Conditions:** Impact installation complexity and cost
- **Future Expansion:** Communal systems are more adaptable for growing communities

MAINTENANCE SCHEDULE & FRAMEWORK FOR (19 UNIT) TINY HOME DEVELOPMENT

Location: Township of North Frontenac

1. SEASONAL MAINTENANCE TASKS

Spring (March – May)

Exterior:

- Power wash and clean exterior surfaces: \$ 80/per home x 10 = \$ 800
- Inspect and clean roof and gutters: \$ 150/per home x 10 = \$ 1,500
- Seal or repair minor exterior damages: \$ 200/per home x 10 = \$ 2,000
- Inspect and service HVAC systems: \$ 150/per home x 10 = \$ 1,500
- Lawn and landscaping cleanup: \$ 50/per home x 10 = \$ 500
- Check and repair outdoor fixtures: \$ 20/per fixture x 2 fixtures x 10 = \$ 400

Interior:

- Deep cleaning (carpets, floors, surfaces): \$ 100/per home x 10 = \$ 1,000
- Inspect and replace weatherstripping and seals: \$ 50/per home x 10 = \$ 500
- Test and service smoke/carbon monoxide detectors: \$20/per home x 10 = \$ 200

TOTAL SPRING COST ESTIMATE: Approx. \$ 8,400

2. Summer (June – August)

Exterior:

- Lawn mowing and trimming: \$ 30/per home/week x 13 weeks = \$ 3,900
- Pest control treatment: \$ 75/per home x 10 = \$ 750
- Outdoor furniture maintenance: \$ 50/per unit = \$ 500

Interior:

- HVAC filter replacement: \$ 15/per unit x 10 = \$ 150
- Interior inspection and minor repairs (e.g. plumbing leaks, drywall, etc.): \$200/per home x 10 = \$ 2,000

TOTAL SUMMER COST ESTIMATE: Approx. \$ 7,300

3. Fall (September – November)

Exterior:

- Gutter cleaning and inspection: \$150/per home x 10 = \$ 1,500
- Winterizing outdoor water systems: \$ 100/per home x 10 = \$ 1,000
- Tree trimming or removal if needed: \$ 200/per home x 10 = \$ 2,000

Interior:

- Inspect & maintain heating systems: \$ 150/per home x 10 = \$ 1,500
- Check insulation and sealing: \$ 50/per home x 10 = \$ 500

TOTAL FALL COST ESTIMATE: Approx. \$ 6,500

4. Winter (December – February)

Exterior:

- Snow removal (driveways, walkways): \$ 50/per visit x (approx. 4 visits) x 10 = \$ 2,000
- Ice dam prevention (roof inspections): \$ 500 Total

Interior:

- Monitor and maintain heating systems (additional inspections): included in above
- Emergency preparedness checks (fire extinguishers, alarms): \$ 20/per home x 10 = \$ 200

TOTAL WINTER COST ESTIMATE: Approx. \$ 2,700

5. Annual Maintenance Items (all seasons)

- Pest inspection and prevention: \$ 200/per home x 10 = \$ 2,000
- Property insurance and taxes: Variable; estimated: \$ 10,000/year
- Routine plumbing and electrical inspections: \$ 150/per home x 10 = \$ 1,500

6. Cost Assumptions and Data

- Labour wages (municipal employee):
- Average hourly wage: \$ 35/hr (Ontario municipal average)
- Vehicle costs:
- Purchase: \$ 25,000 (depreciated over 5 years) = \$ 5,000/year amortized
 - Maintenance & Fuel: \$ 2,000/year
 - Insurance & Registration: \$ 600/year
- Employee Labour Cost Estimate:
- Average tasks per property per season: 4 hours
 - Total hours for 10 homes per season: 40 hours
 - Combined labour costs per season: 40 hours x \$ 35/hr = \$ 1,400

TOTAL ESTIMATED ANNUAL COSTS:

SEASONAL TASKS (spring, summer, fall, winter) = Approx. \$ 22,900

ANNUAL & ROUTINE MAINTENANCE = Approx. \$ 23,200

EMPLOYEE LABOUR (all seasons) = Approx. \$ 5,600

VEHICLE PURCHASE & MAINTENANCE = Approx. \$ 7,600

TOTAL COST: Approx. \$ 59,300 Yearly

NOTE: Costs can be dramatically reduced with DIY efforts of behalf of the tenants and their rental agreements. But, safety and technical inspections are recommended to be performed by professionals.

On-site Building vs. Pre-built Tiny Homes

Township of North Frontenac

| CRITERIA | BUILDING ON-SITE | BUYING PREBUILT |

| **Initial Cost** | Generally lower material costs, higher labour costs due to longer construction duration. Potential for customizations, possibly increasing expenses | Typically, higher upfront cost due to manufacturing and transportation. Includes standardization, which can reduce costs. |

| **Labour Cost** | Higher labour cost, especially if hiring specialized trades. Longer construction timeline increases labour expenses | Lower labour costs as manufacturing is streamlined. Less on-site labour is required, which reduces overall expenses. |

| **Building Cost** | Potential for cost savings with local materials and DIY options. Unpredictable costs if unforeseen issues rise. | Fixed pricing, with detailed estimates upfront. Cost includes assembly, transportation, and minor customization. |

| **Completion Time** | Longer timelines, typically 3-6 months depending on complexity and workforce availability. | Shorter lead time, often 4-10 weeks from order to delivery. |

| **Customization** | High, tailor the design, layouts, and features precisely to needs and site conditions. | Limited to available models and customization options offered by manufacturers. |

| **Quality & Durability** | Highly dependent on skill of builders; risk of lower quality if not experienced. Better control over materials used. | Factory-built standards ensure consistent quality and durability. Materials are often tested for durability across climates. |

| **Energy Efficiency** | Custom insulation and design influence efficiency; potential variability. May require skilled construction to optimize energy use. | Factory insulation and airtight standards are generally superior. Often, it includes energy-efficient amenities and appliances. |

| **Durability & Longevity** | Potentially less durable if not built properly or with inferior materials. Proper maintenance extends lifespan. | Designed for longevity; many models last 25 years or more with proper maintenance. Suitable for various climates, including Ontario winters. |

ON-SITE BUILDING VS. PRE-BUILT TINY HOMES

Township of North Frontenac

| **Transportation & Installation** | No transportation costs; built on-site, adaptable to terrain. Installation complexity on uneven or limited access sites. | Requires transportation; costs vary with distance. Pre-designed for easy installation, but site prep may be pre-designed. |

| **Permitting & Regulations** | More flexible for local zoning and land use rules. Greater potential for variance and customization within local guidelines. | Must adhere to manufacturer's specifications and local codes. Might face restrictions depending on model or location. |

| **Environmental Impact** | Potentially lower if local and sustainable materials are used. Longer construction can generate more waste. | Factory production tends to be more efficient and eco-friendlier. Portable designs can reduce land disturbance. |

| **Mobility & Flexibility** | Fixed to the site unless designed for portability; may require substantial modifications to relocate. | Designed to be portable, easily moved if desired. |

| **Regulatory & Zoning Considerations** | More straightforward if building on own land with existing permits. | Must check manufacturer's compliance and local zoning restrictions. |

| **Maintenance** | Varies based on construction quality; potential for easier repairs if built locally. Upkeep can be cheaper with DIY skills. | Consistent quality reduces unexpected repair costs. Warranty support is available from manufacturers. |

SUMMARY:

Building On-Site:

- **Pros:** Fully customizable, potentially lower material costs, flexible design, suitable for unique sites, more adaptable to local regulations.
- **Cons:** Higher labour costs and longer timeframes, variable quality, requires construction expertise, less predictable costs.

Buying Pre-Built:

- **Pros:** Faster turnaround, predictable costs, higher quality consistency, energy-efficient standards, often better insulation and durability, easier to obtain permits if models are compliant.
- **Cons:** Less customization, higher upfront cost, transportation logistics, limited flexibility once manufactured.

For our area, where climate resilience, and compliance are critical, pre-built models are often offer superior energy efficiency and durability, while on-site building may be preferable for complete customization or land-specific needs.

General Questions (FAQ) & Answers:

1. What is a tiny home?

A tiny home is a small, compact dwelling typically ranging from 100 to 400 square feet, designed for efficient use of space and minimal environmental impact.

2. What are the benefits of tiny homes in rural communities?

Benefits include affordable housing options, rapid construction, minimizing land use, promoting sustainability, and fostering community development.

3. Are tiny homes legally recognized in rural areas?

Legal recognition varies by jurisdiction. Many rural communities have fewer zoning restrictions, but regulations differ regarding dwellings' size, foundation type, and occupancy limits.

4. What is the difference between on-site built and pre-built tiny homes?

- On-site built: Constructed directly on the location, allowing customization but potentially longer timelines.
- Pre-built (or prefab): Manufactured off-site in a factory and then transported to the site, offering faster construction and standardized quality.

Building & Construction

5. What permits are required to build a tiny home in rural areas?

Permit requirements depend on local zoning laws and building codes but often include land use permits, building permits, and inspections. Consult local authorities for specific requirements.

6. How much does it cost to build or buy a tiny home in rural communities?

- On-site build: Typically, \$20,000 to \$60,000 depending on size and amenities.
- Pre-built: Ranges from \$30,000 to \$100,000+ depending on customization, size, and quality.

7. What are the foundation options for tiny homes?

- On wheels (mobile tiny homes): No permanent foundation needed, but some areas restrict mobile dwellings.
- Fixed foundations: Slab, crawl space, or pier and beam, suitable for permanent installation.

8. How long does it take to build a tiny home?

On-site construction may take 2-6 months. Pre-built models can often be delivered within a few weeks to months after placing an order.

Zoning, Regulations, and Legalities

9. Can tiny homes be used as permanent residences in rural areas?

Yes, but approval depends on local zoning laws. Some rural jurisdictions are more flexible, but some may require compliance with residential codes or special permits.

10. Are tiny homes subject to property taxes?

Typically, yes. The property tax level depends on local regulations, the land's assessed value, and whether the home is considered a mobile or permanent structure.

11. Can tiny homes connect to municipal water, sewage, and electricity?

Yes, if utilities are available. Many rural areas may rely on alternative systems like septic tanks and wells, which require proper permits and installation.

12. What are the restrictions on placing tiny homes on land?

Restrictions include setback requirements, access, utility connections, and land use classifications. Some areas may prohibit mobile tiny homes or have size restrictions.

Cost and Financial Considerations

13. Are tiny homes financially feasible for rural communities?

Yes. They offer an affordable alternative to traditional housing, with lower construction costs and potential to use subsidized land or grants.

14. Are there grants or subsidies available for tiny home projects in rural areas?

Some programs, like provincial and federal grants or rural development initiatives, may support affordable housing projects, including tiny homes. Availability depends on the region.

15. Can I finance a tiny home?

Financing options are more limited than traditional homes but are available through specialty lenders, personal loans, or some banks offering RV or modular home loans.

Design & Lifestyle

16. What amenities can be included in a tiny home?

Full kitchens, bathrooms, heating/cooling, storage solutions, and off-grid systems like solar panels are common. Design is customizable within space constraints.

17. How ecological are tiny homes?

Highly ecological when designed with energy efficiency, solar power, composting toilets, and sustainable materials, reducing environmental impact.

18. What are common challenges building tiny homes in rural areas?

Limited access to utilities, zoning restrictions, transportation logistics, and building code compliance.

Practical Considerations

19. How do I choose between an on-site build and pre-built tiny home?

Consider budget, timeline, customization needs, local regulations, and personal preference.

20. What is involved in preparing a site for a tiny home?

Site preparation includes leveling, foundation installation, utility connections, and ensuring proper zoning compliance.

21. How do I ensure the tiny home remains compliant with local building codes?

Consult local authorities early in planning, hire licensed professionals, and ensure all permits and inspections are met.



Regular Council Minutes

5:00 p.m. - Thursday, August 28, 2025
Council Chambers

Present: Mayor Gerry Lichty; Deputy Mayor John Inglis; Councillor Wayne Good; Councillor Stephanie Regent (Electronic Participation); Councillor Roy Huetl; Councillor Vernon Hermer (Electronic Participation); 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; Sandra Lessard, Deputy 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 Marnie Geerlinks, Administrative Assistant to the Clerk/Planning Manager and Director of Emergency Services/Fire Chief

1. Call to Order

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

2. Traditional Land Acknowledgement

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

3. Approval of Agenda

a. August 28, 2025

269-25 Moved by Councillor Roy Huetl, Seconded by Councillor Fred Fowler

Be It Resolved That Council approves the Agenda dated August 28, 2025, as circulated.
Carried

4. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

5. Business Profile

a. Frontenac Stump and Yard Service

270-25 Moved by Councillor Fred Fowler, Seconded by Councillor Roy Huetl

Be It Resolved That Council receives for information the Business Profile of Frontenac Stump and Yard Service provided by the Economic Development Task Force.

Carried

6. Presentations

- a. ***Richard Allen, Manager of Economic Development: Municipal Accommodation Tax Feasibility in Frontenac County***

271-25 Moved by Councillor Roy Huetl, Seconded by Councillor Fred Fowler

Be It Resolved That Council receives for information the presentation by Richard Allen, Manager of Economic Development with the County of Frontenac, regarding Municipal Accommodation Tax Feasibility in Frontenac County; and thanks him for his time spent today.

Carried

- b. ***Richard Allen, Manager of Economic Development: Rural Ontario Development Program - Rehabilitation of K&P Trail***

272-25 Moved by Councillor Fred Fowler, Seconded by Councillor Roy Huetl

Be It Resolved That Council receives the report “K&P Trail Development: Snow Road Station to Wilbur and Rural Ontario Development Program Funding Opportunity” and presentation from Richard Allen, Manager of Economic Development at Frontenac County;

And That the CAO prepare a letter of support to Frontenac County to aid in the application to the Rural Ontario Development Program for the purpose of rehabilitating the Frontenac K&P Trail from Snow Road Station to Wilbur, in the Township of North Frontenac;

And That the Township of North Frontenac shall provide \$10,000 to come from the Operating Contingency Reserve as part of the overall grant application and in support of the K&P Trail rehabilitation project, as outlined in the report;

And That the CAO shall provide a letter of support on behalf of the Township to the County of Frontenac and the Snow Road Snowmobile Club for the emergency replacement of the bridge over Antoine Creek.

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

Carried 5-2 on a recorded vote

- c. ***Paul Asselin, Member, Environmental Task Force***

273-25 Moved by Councillor Roy Huetl, Seconded by Deputy Mayor John Inglis

Be It Resolved That Council receives for information the presentation by Paul Asselin, on behalf of the Environmental Task Force, regarding Net Metering Proposal; and thanks him for his time spent today;

And That Council instructs the Public Works Manager to have the assessment of the roofs completed at an estimated cost of \$15,000 using a sole source assignment for engineering services with Eastern Engineering, and these funds come from the Infrastructure Sustainability Fund;

And That the Treasurer review the financial implications.

Carried

Note: Councillor Hermer left the meeting at this time.

7. Delegations

None.

8. Adoption of Minutes

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

274-25 Moved by Deputy Mayor John Inglis, Seconded by Councillor Roy Huetl

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

1. A Public Meeting held August 7, 2025;
2. A Regular Meeting held August 7, 2025; and
3. A Special Meeting held August 12, 2025.

Carried

9. Business Arising Out of Minutes

a. *Resolution #266-25: Update - Official Plan Application File OP#02/22 and Zoning By-law Amendment File #Z08/22*

275-25 Moved by Councillor Roy Huetl, Seconded by Councillor Fred Fowler

Whereas at the meeting held August 12, 2025, Council passed Resolution #266-25 receiving for information the Planning Report prepared by Jennie Kapusta, Community Planner, regarding the Official Plan Application File OP#02/22 and Zoning By-law Amendment File #Z08/22 (Ompah Palmerston Cottage Co-operative);

Now Therefore Be It Resolved That Council receives for information an email dated August 21, 2025 from the Palmerston Lake Association, providing the results of a petition regarding the proposed development on Gravel Point;

And That Council receives for information an email dated August 21, 2025 from the Clerk/Planning Manager advising the applicants have requested a decision on the applications be deferred to allow them time to review the comments received at the August 12, 2025 Special Meeting; and that the Clerk will provide an update to Council at

a future meeting.

Carried

b. Resolution #245-25 - Draft Procedural Policy

276-25 Moved by Councillor Fred Fowler, Seconded by Councillor Roy Huetl

Whereas at the meeting held August 7, 2025, Council passed Resolution #245-25 receiving for information an email from the Clerk/Planning Manager regarding the draft Procedural Policy provided for review at the July 10, 2025, Regular Council meeting; and that Council instructed the Clerk to include a provision limiting electronic participation by Council members in Closed sessions of Council and Committees; and prohibiting the use of electronic, recording and communication devices during a Closed sessions;

Now Therefore Be It Resolved That Council receives for information the sections of the Procedural Policy with the requested amendments;

And That Council receives the amendments regarding Budget Meetings and Process;

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

Carried

c. Resolution #150-25: Monthly Usage Reports - Electric Vehicle Chargers

277-25 Moved by Councillor Roy Huetl, Seconded by Councillor Fred Fowler

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

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

Carried

10. Communications

a. Clerk's Administrative Report - Communications 'A' Section

278-25 Moved by Councillor Fred Fowler, 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. Murray and Beverley Elliott re: Request for Winter Maintenance - Ragged Chutes Road

279-25 Moved by Councillor Roy Huetl, Seconded by Councillor Fred Fowler

Be It Resolved That Council receives for information an email dated August 4, 2025, from Murray and Beverly Elliot, Residents, requesting that winter maintenance be

extended from 1280 Ragged Chutes Road to their 911 number, as they have been clearing this section (approximately 1.6 kilometres) since 2010;

And That the Township's Level of Service Policy By-law #89-13 (as amended) sets out the length of maintenance on Ragged Chutes Road to 1.3 kilometers;

And That Council instructs the Public Works Manager to provide a recommendation regarding this request at an upcoming meeting.

Carried

B2. Aerial Glyphosate Spraying

- *Municipality of West Nipissing*
- *Barb Young, Resident*

280-25 Moved by Councillor Fred Fowler, Seconded by Councillor Roy Huetl

Be It Resolved That the Province of Ontario, through the Ministry of Natural Resources and Forestry, is planning to begin aerial spraying of glyphosate-based herbicides;

And That new scientific evidence published since Health Canada's last assessment of glyphosate in 2017 has linked glyphosate-based end-use products to cancer, metabolic and neurological diseases, reproductive toxicity, and ecosystem harm;

And That the Province of Quebec banned the use of glyphosate for forestry purposes in 2001 and replaced aerial herbicide spraying with manual forest thinning as a safer alternative forest management method;

And That Council supports the resolutions from the Municipality of West Nipissing and the Township of Moonbeam requesting that the Ministry of Natural Resources and Forestry reconsider the planned use of glyphosate-based herbicides and suspend the aerial spraying initiative until further independent research and updated risk assessments are completed and reviewed;

And That this resolution be provided to the Ministry of Natural Resources and Forestry; the Association of Municipalities of Ontario; John Jordan, MPP; and Barbara Young, Resident.

Carried

11. Council, CAO, and Managers' Administrative Reports

a. Clerk/Planning Manager: Shore Road Allowance Closure and By-law - Dean

281-25 Moved by Councillor Roy Huetl, Seconded by Councillor Fred Fowler

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

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

All That Part of the Shore Road Allowance abutting Marble Lake lying in front of Lot 25, Concession 8, geographic Township of Barrie, Township of North Frontenac, County of Frontenac being Part 1 on Registered Plan 13R-23307

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

Allowance;

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

Carried

- b. ***Clerk/Planning Manager: Shore Road Allowance Application for Approval in Principle – McKittrick and Muradori/Cote***

282-25 Moved by Councillor Fred Fowler, Seconded by Councillor Roy Huetl

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

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

- Part of the Shore Road Allowance lying in front of Part Lot 27, Concession 8, geographic Township of Barrie (Marble Lake).
- Part of the Shore Road Allowance lying in front of Lot 4, Plan 1535, geographic Township of Clarendon (Big Gull Lake,).

Carried

- c. ***Director of Emergency Services/Fire Chief: Emergency Response Plan Annual Compliance Report - 2024***

283-25 Moved by Councillor Roy Huetl, Seconded by Councillor Fred Fowler

Be It Resolved That Council receives for information the Director of Emergency Services, Fire Chiefs Administrative Report entitled "Emergency Response Plan Annual Compliance Report - 2024".

Carried

- d. ***Manager of Community Development: Electric Vehicle Charging Stations - Update***

284-25 Moved by Councillor Fred Fowler, Seconded by Councillor Roy Huetl

Be It Resolved That Council receives for information the Manager of Community Development's Administrative Report entitled "Electric Vehicle Charging Stations - Update";

And That Council requests the Manager of Community Development to look at options to increase revenue and decrease expenses and report back to Council at a future meeting.

Carried

285-25 Moved by Councillor Roy Huetl, Seconded by Councillor Fred Fowler

Whereas the Township of North Frontenac has completed the installation of public Electric Vehicle (EV) Chargers, which became operational on March 31, 2025, as part of our commitment to promoting sustainable transportation and reducing greenhouse gas

emissions;

And Whereas the Township received its first electricity bill in July 2025 and was surprised by the unexpectedly high delivery charges applied to the EV Charger account;

And Whereas these delivery charges were not communicated or anticipated during the planning and budgeting phases of the project;

And Whereas Township staff have engaged in discussions with Hydro One and have been advised that the current rate classification and associated delivery charges are standard for EV Charger accounts;

And Whereas high delivery charges may discourage municipalities and private entities from investing in EV infrastructure, thereby undermining provincial and municipal climate goals;

Now Therefore Be It Resolved That the Council of the Township of North Frontenac respectfully urges the Ontario Energy Board (OEB) to further review and revise the current rate classifications and delivery charges applied to public EV Charging Stations to make them affordable to operate;

And Further That the Township of North Frontenac forward this resolution to the Ontario Energy Board, Hydro One, the Association of Municipalities of Ontario (AMO), Rural Ontario Municipal Association (ROMA) and local Members of Provincial Parliament for their support and action;

And Further That a copy of this resolution be shared with other Ontario municipalities encouraging them to advocate for fair and sustainable utility rates for public EV infrastructure.

Carried

e. ***Manager of Community Development: Community Improvement Plan (CIP) - Recommended Amendment***

286-25 Moved by Deputy Mayor John Inglis, Seconded by Councillor Roy Huetl

Be It Resolved That Council receives for information the Manager of Community Development's Administrative Report entitled "Community Improvement Plan (CIP) - Recommended Amendment";

And That Council directs the Manager of Community Development to work with the County of Frontenac Planners and Economic Development Task Force on a CIP amendment for Council's consideration.

Carried

f. ***Treasurer: New Website Platform Required***

287-25 Moved by Deputy Mayor John Inglis, Seconded by Councillor Roy Huetl

Be It Resolved That Council receives for information the Treasurer's Administrative Report entitled "New Website Platform Required";

And That Council supports the selection of Sandbox Software Solutions as the successful proponent for our website;

And That Council instructs the Treasurer to take the One Time Fee and the first year of hosting from the Electronics/Software Sustainability Reserve Fund in the amount of

\$28,500.

Carried

- g. *Treasurer and Clerk/Planning Manager: Next Steps for Potential Vesting of Property (1042 090 010 07402 - 15404 Road 509) from Failed Tax Sale***

288-25 Moved by Deputy Mayor John Inglis, Seconded by Councillor Roy Huetl

Be It Resolved That Council receives for information the Administrative Report prepared by the Clerk/Planning Manager and the Treasurer entitled "[Next Steps for Potential Vesting of Property from Failed Tax Sale](#)";

And That Council chooses Option #1.

Carried

- h. *Treasurer: 2026 Budget process and dates***

289-25 Moved by Deputy Mayor John Inglis, Seconded by Councillor Roy Huetl

Be It Resolved That Council receives for information the Administrative Report prepared by the Treasurer entitled "2026 Budget Process and Dates";

And That Council reduce the time period as set out in subsection 7(3) of O.Reg 530/22 to pass a resolution making an amendment to the proposed budget from 30 days to 16 days (November 20, 2025 to December 5, 2025);

And That Council reduce the time period as set out in subsection 7(3) of O. Reg 530/22 to override the head of council's veto of an amendment to the proposed budget from 15 days to 4 days (December 9, 2025 to December 12, 2025);

And That Council approves the 2026 Budget Schedule as presented.

Carried

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

- a. *Environmental Task Force***

290-25 Moved by Deputy Mayor John Inglis, Seconded by Councillor Roy Huetl

Be It Resolved That Council receives for information the notes dated July 29, 2025 from a meeting of the Environmental Task Force.

Carried

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

None.

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

None.

15. Council Portfolio Verbal Reports

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

16. Introduction and Reading of By-laws

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

291-25 Moved by Councillor Wayne Good, Seconded by Councillor Roy Huetl

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:

- #2025-35 To Adopt a Procedural Policy for Council and Committees;
- #2025-39 To Close and Sell Part of a Shore Road Allowance;

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

Carried

17. Public Forum

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

Note: The DESFC, MCD, PWM, Treasurer, Deputy Treasurer, and Administrative Assistant to the Clerk left the meeting at this time.

18. Closed Session

- a. *Closed Meeting of Council*

292-25 Moved by Councillor Wayne Good, Seconded by Councillor Roy Huetl

Be It Resolved That Council retires to Closed Session at 7:51 p.m. to:

- a. Adopt Closed Minutes of a Meeting held August 7, 2025; and
- b. To Consider Advice that is Subject to Solicitor-Client Privilege, including Communications Necessary for that Purpose.

Carried

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

The Mayor advised Council adopted Minutes from a Closed Session of Council dated August 7, 2025; received advice that was subject to Solicitor-Client privilege; and discussed a personal matter about an identifiable individual and provided direction to staff.

20. Confirmatory By-law

- a. *Confirming By-law #2025-40*

293-25 Moved by Councillor Wayne Good, Seconded by Councillor Roy Huetl

Be It Resolved That By-law #2025-40, being a By-law to confirm all actions and proceedings of Council for its Regular Meeting held August 28, 2025, be read a first, second, and third time and finally passed.

Carried

21. Adjournment

a. *Motion to Adjourn*

294-25 Moved by Councillor Wayne Good, Seconded by Deputy Mayor John Inglis

Be It Resolved That Council adjourns the Meeting at 8:36 p.m. until September 18, 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: July 10, 2025

Resolution # 222-25

Moved By:
Councillor Vernon Hermer

Seconded By:
Councillor Roy Huetl

Be It Resolved That Council receives for information the Director of Emergency Services/Fire Chief's Administrative Report entitled "2025 Automatic Aid Agreement between Central Frontenac and North Frontenac";

And That Council approves-in-principle the Automatic Aid Agreement between Central Frontenac and North Frontenac and Council will consider a By-law at an upcoming meeting, once Central Frontenac Council considers it;

And That Council instructs the Treasurer to transfer any expenses for the Automatic Aid Agreement for 2025 from the Emergency Services Reserve Fund;

And That Council requests the Mayor to incorporate the stand-by fee into future year budgets until such time it is no longer required.

Carried

Mayor



**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

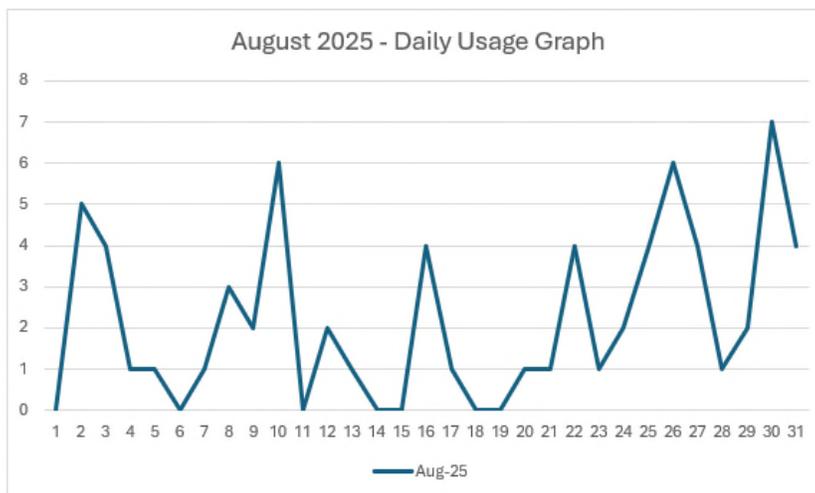
August 2025

Connection Start Time (local)	Connection Duration (hours:minutes)	Start State of charge (%)	End State of charge (%)	Total Amount	Total kWh
8/2/2025 9:52:31 AM	0:23	38	79	\$ 7.86	34.533
8/2/2025 11:40:31 AM	0:16	33	58	\$ 5.36	19.252
8/2/2025 3:15:54 PM	0:11	0	66	\$ 3.67	15.182
8/2/2025 5:30:28 PM	0:58	15	90	\$ 19.39	59.9
8/2/2025 5:52:45 PM	0:43	22	79	\$ 14.53	51.058
8/3/2025 6:37:47 AM	0:55	30	80	\$ 18.38	66.593
8/3/2025 10:27:15 AM	0:14	32	52	\$ 4.69	16.493
8/3/2025 10:07:06 AM	1:25	19	98	\$ 28.39	51.165
8/3/2025 3:42:47 PM	0:15	49	67	\$ 5.19	15.611
8/4/2025 5:59:36 PM	0:14	21	39	\$ 4.69	15.719
8/5/2025 12:57:09 PM	0:09	44	59	\$ 3.20	13.714
8/7/2025 10:34:21 AM	0:16	33	58	\$ 5.36	21.224
8/8/2025 3:25:34 PM	0:30	27	76	\$ 10.19	40.103
8/8/2025 4:17:54 PM	0:47	0	79	\$ 15.71	50.595
8/8/2025 5:26:26 PM	0:28	55	88	\$ 9.59	39.898
8/9/2025 2:09:50 PM	0:38	0	75	\$ 12.74	53.017
8/9/2025 5:36:53 PM	1:00	9	79	\$ 20.04	67.342
8/10/2025 11:17:32 AM	0:44	40	80	\$ 14.87	25.094
8/10/2025 2:04:44 PM	0:15	70	89	\$ 5.19	17.754
8/10/2025 4:00:49 PM	0:05	44	51	\$ 1.68	6.327
8/10/2025 3:57:08 PM	0:27	36	73	\$ 9.19	28.168
8/10/2025 4:07:23 PM	0:23	18	58	\$ 7.86	28.783
8/10/2025 4:47:44 PM	0:30	45	83	\$ 10.21	42.135
8/12/2025 8:56:57 PM	0:01	3	4	\$ 0.51	1.009
8/12/2025 9:02:05 PM	1:28	4	99	\$ 29.57	106.958
8/13/2025 1:18:57 PM	0:30	53	92	\$ 10.03	33.654
8/16/2025 10:20:46 AM	0:20	66	91	\$ 6.86	23.157
8/16/2025 10:42:37 AM	0:44	25	89	\$ 14.79	47.963
8/16/2025 12:24:36 PM	0:30	37	80	\$ 10.27	29.493
8/16/2025 12:15:51 PM	0:46	0	90	\$ 15.54	61.437
8/17/2025 3:11:30 PM	0:19	29	61	\$ 6.52	23.969
8/20/2025 4:37:12 PM	1:07	13	99	\$ 22.39	72.267
8/21/2025 11:48:47 AM	0:30	44	89	\$ 10.19	37.387
8/22/2025 10:53:50 AM	0:17	22	50	\$ 5.69	24.049
8/22/2025 2:02:35 PM	0:25	39	70	\$ 8.53	24.496
8/22/2025 6:54:21 PM	0:31	59	93	\$ 10.53	39.706
8/22/2025 8:28:38 PM	0:34	11	67	\$ 11.53	38.837
8/23/2025 8:04:44 PM	0:48	17	89	\$ 16.04	49.39
8/24/2025 10:43:26 AM	0:17	55	82	\$ 5.86	23.922
8/24/2025 1:07:31 PM	0:20	47	79	\$ 6.86	23.323

Electric Vehicle Monthly Usage Report

August 2025

8/25/2025 11:33:22 AM	0:32	25	81	\$ 10.88	16.25
8/25/2025 12:38:54 PM	0:14	63	72	\$ 4.85	6.1
8/25/2025 12:41:57 PM	1:01	0	79	\$ 20.54	62.018
8/25/2025 2:18:36 PM	0:27	55	79	\$ 9.20	33.593
8/26/2025 2:04:14 PM	0:31	60	84	\$ 10.33	18.734
8/26/2025 2:56:31 PM	0:47	33	77	\$ 15.71	27.791
8/26/2025 5:14:55 PM	0:43	29	77	\$ 14.37	28.199
8/26/2025 7:07:05 PM	0:00	?	?	\$ -	0
8/26/2025 7:09:03 PM	0:00	?	?	\$ -	0
8/26/2025 7:11:34 PM	0:36	21	79	\$ 12.03	39.683
8/27/2025 6:34:57 AM	0:24	46	83	\$ 8.03	29.64
8/27/2025 1:01:17 PM	0:29	59	96	\$ 9.68	28.335
8/27/2025 5:24:06 PM	0:26	36	84	\$ 8.70	37.608
8/27/2025 6:26:18 PM	1:04	40	74	\$ 21.39	78.974
8/28/2025 10:52:13 AM	0:37	43	85	\$ 12.37	37.42
8/29/2025 3:44:35 PM	0:31	38	81	\$ 10.54	38.153
8/29/2025 3:40:56 PM	1:03	16	84	\$ 21.22	67.774
8/30/2025 10:34:15 AM	0:00	?	?	\$ -	0
8/30/2025 10:36:45 AM	0:00	?	?	\$ -	0
8/30/2025 10:38:24 AM	0:24	24	60	\$ 8.03	29.135
8/30/2025 11:41:45 AM	0:12	30	58	\$ 4.18	7.586
8/30/2025 11:42:09 AM	0:40	7	79	\$ 13.41	58.724
8/30/2025 1:28:15 PM	0:27	34	80	\$ 9.26	13.407
8/30/2025 1:58:27 PM	0:36	30	81	\$ 12.20	14.736
8/31/2025 12:06:16 PM	0:16	56	77	\$ 5.52	19.19
8/31/2025 1:24:29 PM	0:51	4	94	\$ 17.01	26.322
8/31/2025 8:29:31 PM	0:31	44	79	\$ 10.53	32.468
8/31/2025 10:19:32 PM	0:35	30	77	\$ 11.87	51.542
Totals	11:10			\$ 711.54	2244.059



To: Mayor and Members of Council
From: Marnie Geerlinks, Admin Assistant to CPM and DESFC
Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M.
Approved by:
Date of Meeting: 18 Sep 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. Notice of Decision - File #A11/25 - Planning Application - 1154 Haffie Lane
2. Notice of Decision - File #A12/25 - Planning Application - 1051 Wintergreen Road
3. Municipality of Tweed re: Request for Support - Incineration of Waste
4. Notice of Decision - File #A10/25 - Minor Variance Application - 1033 Waterworth Lane
5. Notice of Decision - Severance File #B12/25 and Minor Variance File #A9/25
6. Town of Goderich re: Request for Support - Standing Senate Committee on Agriculture and Forestry Report
7. Municipality of Tweed re: Request for Support - Incineration of Waste
8. Notice of Decision - File #A08/25 - Request for Permission - 1053 High Rocks Lane
9. Notice of Decision - File #A07/25 - Minor Variance Application - 1062 Big Mountain Lane
10. Notice of Application - File #A14/25 - Request for Permission - 5853 Road 506
11. File #B11/25 (New Lot) and #B13/25 (ROW) - 7357A Road 506
12. Eastern Ontario Wardens' Caucus re: Newsletter: August 2025
13. City of Brantford re: Request for Support - Advocacy for Provincial Scrap Metal Legislation and Bail System Reform, 2025
14. Eastern Ontario Regional Network re: Monthly Update - August 2025
15. Ontario Ombudsman re: August Newsletter

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

1. Sand Lake Swim Program - Request for Increased Annual Funds
2. Request to Proclaim the Month of October as Canadian Library Month 2025



September 17, 2025

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

The Kingston Frontenac Public Library is asking the Township of North Frontenac to proclaim the month of October as **Canadian Library Month 2025** and October 19-25, 2025 as **Ontario Public Library Week 2025**. During this week, libraries and library partners across Ontario raise awareness of the valuable role libraries play in Ontarians' lives.

The draft wording of the proclamation is as follows:

PROCLAMATION

Canadian Library Month - October 2025, and
Ontario Public Library Week – October 19-25, 2025

Libraries for Life

WHEREAS the public library invites people to learn and connect; and

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

WHEREAS we recognize that the Kingston Frontenac Public Library provides a vital service to our communities

THEREFORE I HEREBY PROCLAIM the month of October to be Canadian Library Month 2025 and October 19-25, 2025 to be Ontario Public Library Week, and I encourage every person to use the public library this week and throughout the year.

Yours sincerely,

Laura Carter
Chief Librarian / CEO

From: Jilene England
Sent: September 7, 2025 11:40 AM
To: Brooke Ross
Subject: Request for Increased Annual Funds

Attention: Brooke Ross, Recreation Department & North Frontenac Township Council

I write this letter in hopes North Frontenac township council will consider an increase to the annual support Sand Lake Swim Program receives each season.

Over the past two summers, Sand Lake Swim Program has had a significant increase in swimmers - we have also seen an increase in local families unable to pay registrations fees for their children/ grandchildren to participate in the swim lessons. Sand Lake Swim Program will not turn down any family who wishes for their children to participate in life saving swim skills.

To keep children in our township swimming and to keep registrations fees low, SLSP is asking council to increase the annual funding from \$1,500.00 to \$2,000.00.

If more information is needed, please contact me anytime.

Greatly appreciate the consideration,

Jilene England

Volunteer Coordinator for SLSP



September 17, 2025

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

The Kingston Frontenac Public Library is asking the Township of North Frontenac to proclaim the month of October as **Canadian Library Month 2025** and October 19-25, 2025 as **Ontario Public Library Week 2025**. During this week, libraries and library partners across Ontario raise awareness of the valuable role libraries play in Ontarians' lives.

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WHEREAS the public library invites people to learn and connect; and

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

WHEREAS we recognize that the Kingston Frontenac Public Library provides a vital service to our communities

THEREFORE I HEREBY PROCLAIM the month of October to be Canadian Library Month 2025 and October 19-25, 2025 to be Ontario Public Library Week, and I encourage every person to use the public library this week and throughout the year.

Yours sincerely,

Laura Carter
Chief Librarian / CEO

To: Mayor and Members of Council
From: Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M.
Approved by: Corey Klatt, Chief Administrative Officer
Date of Meeting: 18 Sep 2025
Re: Shore Road Allowance Application for Approval in Principle – Joly/Michelizza

Recommendation:

Be It Resolved That Council receives for information the Clerk/Planning Manager’s Administrative Report entitled “Shore Road Allowance Application for Approval in Principle – Joly/Michelizza”;
And That Council approves in principle the Application to close, stop up and sell part of the Shore Road Allowance lying in front of Lot 1, Registered Plan 1144, geographic Township of Clarendon (Pine Lake).

Background:

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

The following is a summary of the information provided by the applicant regarding Application 2025-07 – 1034 Browns Lane:

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

Researched By:

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

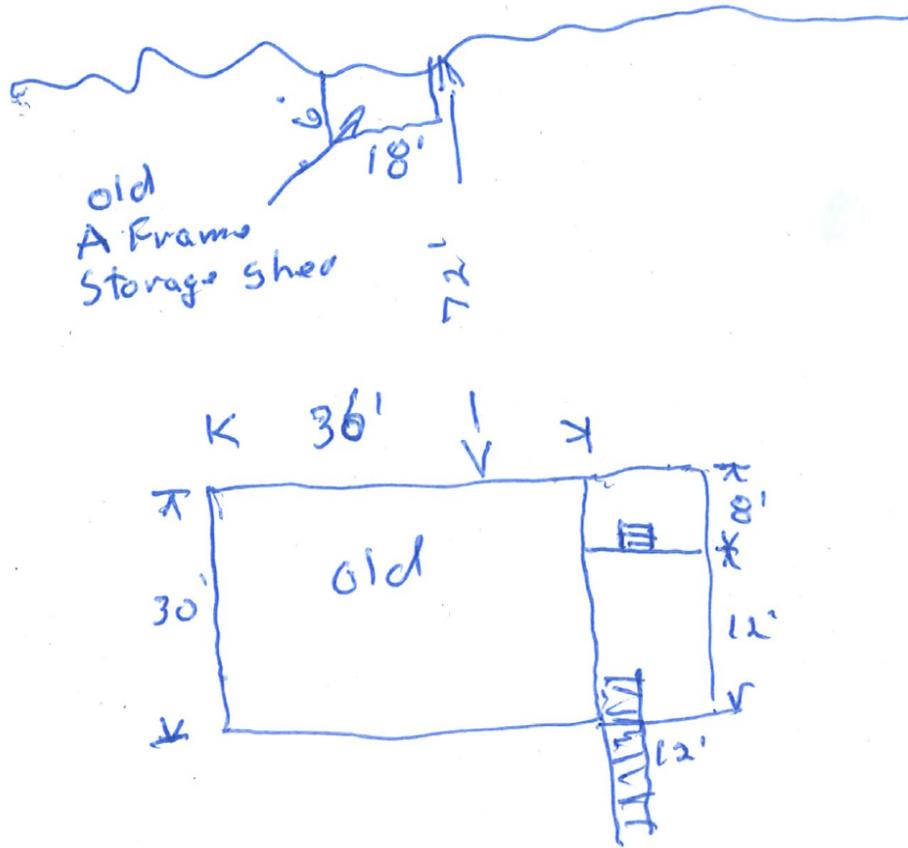
Comments:

The Municipal Road Allowance Inspector’s Inspection Form dated August 25, 2025 advised the following:

- there are no natural features that would be disturbed;
- there are no neighboring properties or Township Roads in close proximity that would be affected by the Application;
- it will not be necessary to make provisions for alternate access for anyone using this road as an access; and
- the condition of the shoreline is natural and well treed.



Figure C



Financial Impact:

The Applicant provided the Administrative Fee of \$1,200 + HST at the time of submitting the Application.

Strategic Implications:

None.



To: Mayor and Members of Council
From: Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M.
Brooke Drechsler, Deputy Clerk/Assistant to the Planning Manager
Approved by: Corey Klatt, Chief Administrative Officer
Date of Meeting: 18 Sep 2025
Re: Shore Road Allowance Closure and By-law - Camp

Recommendation:

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

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

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

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

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

Background:

An Application was submitted by Geoffrey Camp to purchase the Shore Road Allowance along the shore of Big Gull Lake described as lying in front of Lot 9, South West Range, geographic Township of Clarendon, being Part 1 on Registered Plan 13R-23399 (see location map and survey below).

Council passed Resolution #440-24 on December 13, 2024, approving in principal the above noted Shore Road Allowance. Notice was provided in accordance with Sale and Disposition of Land Policy (By-law #2025-04).

Location Map



Survey

Researched By:

Tara Mieske, Clerk/Planning Manager

Comments:

None.

Financial Impact:

As per Fees and Charges By-law #2025-24, the administrative fee for a Shore Road Allowance is \$1,200.00 plus \$156.00 HST for a total of \$1,356.00 and was collected from the Applicant at the time of submission.

The Township will receive Land Costs for the sale of the Shore Road Allowance in accordance with the Fees and Charges By-law #2025-24.

Strategic Implications:

None.

To: Mayor and Members of Council
From: Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M.
Approved by: Corey Klatt, Chief Administrative Officer
Date of Meeting: 18 Sep 2025
Re: Voting Method for the 2026 Municipal Election

Recommendation:

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

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

Background:

Section 42(1) of the Municipal Elections Act, S.O. 1996 c. 32, as amended (MEA) provides Council may pass a by-law authorizing electors to use an alternative voting method, such as voting by mail, internet and/or by telephone, that does not require electors to attend at a voting place in order to vote.

The Township has successfully used internet/telephone voting in the 2014, 2018 and 2022 elections.

In 2018 and 2022, the four Frontenac Municipalities (South Frontenac, Central Frontenac, North Frontenac and Frontenac Islands) submitted a joint Request for Proposal seeking proposals from qualified firms to supply telephone and internet voting for the 2022 Municipal and School Board Elections.

Researched By:

Tara Mieske, Clerk/Planning Manager

Comments:

It is recommended Council continue using internet/telephone voting as an alternative voting method for the 2026 Election due to the demographics of the Township; the number of non-resident electors in the Municipality; cost of the traditional voting method; and the fact that this alternative voting method has been successfully used for several elections in the past.

Electronic voting offers a convenient, accessible and secure way to cast a vote without the need to attend a physical voting location and inherently offers flexible voting times. This process effectively serves a variety of voters, including persons with disabilities, seasonal residents, snowbirds, and students away at school, in addition to our permanent residents.

Electronic voting also enhances secrecy and autonomy for electors with disabilities, allowing them to vote unassisted and anonymously.

If Council approves internet/telephone voting, staff intend to participate in a joint RFP to determine the vendor to supply this service.

Financial Impact:

An Election Reserve Fund has been established to cover the cost of the upcoming municipal elections. In the years 2022-2025 Council has budgeted \$5,000 per year to be added to the Election Reserve Fund to cover the costs of the election in 2026.

The estimated cost for internet/telephone voting will be included in the 2026 proposed Budget. The year end balance for 2025 is estimated at \$26,508.

Election Reserve Fund per the Policy

Purpose: To spread out the cost to Fund expenses related to elections every four (4) years.

Source of Funds: Allocation from the annual operating budget. Projected cost divided by 4 to create an annual contribution.

Use of Funds: To cover all cost for election related expenses (training, election services, mailings, etc.) that occurs every four (4) years. Any balance is carried forward in the Reserve.

Target Balance: The balance of this Reserve in the year of the election should be sufficient to Fund the election.

Strategic Implications:

None.

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: 18 Sep 2025
Re: Fire Prevention Week October 5 - 11, 2025

Recommendation:

Be It Resolved That Council receives for information the Director of Emergency Services, Fire Chief (DESFC)'s Administrative Report entitled "Fire Prevention Week - October 5 - 11, 2025";

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

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

AND THAT Council approves of the NFFD's planned events, and demonstrations;

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

Background:

The National Fire Protection Association (NFPA) and the Office of the Fire Marshall and Emergency Management of Ontario has announced the theme of Fire Prevention Week October 5 – 11, 2025 "Charge into Fire Safety : Lithium-Ion Batteries in your home"

2025 marks the 103rd Anniversary of Fire Prevention Week. The NFPA has sponsored the public observance of Fire Prevention Week making it the longest running public health observance in North America. During Fire Prevention Week children, adults and teachers learn how to stay safe in case of fire. Firefighters provide lifesaving public education in an effort to drastically decrease casualties caused by fires.

Researched By:

Adam Robinson, Director of Emergency Services, Fire Chief
Marnie Geerlinks, Administrative Assistant to the Clerk/Planning Manager & Fire Chief

Comments:

Municipalities and Fire Departments across Canada and the United States will be hosting events and proclaiming Fire Prevention Week, October 5 – 11, 2025.

The Township of North Frontenac is committed to ensuring the safety of its residents and visitors. Fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at the greatest risk of fire. Residents are responsive to public education measures and are able to take personal steps to increase their safety from fire, especially in their homes.

The Fire Prevention Week 2025 campaign highlights lithium-ion battery safety in the home, outlining simple yet important actions we ought to take when buying, charging and disposing of lithium-ion batteries to keep us and those around us safe.

A Mayoral Declaration is attached (Attachment #1) for Council's consideration. If approved by Council the Declaration will be posted on the Township's Website, Social Media and included in the Frontenac News.

Fire Prevention Banners promoting "Charge into Fire Safety: Lithium-Ion Batteries in Your Home" will be posted at each of the Fire Stations and at the Clarendon Central Public School.

An Open House will be conducted at the Ompah Fire Station, (date to be determined) hosted by the North Frontenac Fire Department, to promote Fire Prevention Week, showcasing Lithium-Ion fire prevention material, and a free BBQ.

Financial Impact:

Total budget in 2025 for Fire Prevention Public Education is \$5,000 for the following:

- Fire Life Safety Educator Training and meetings;
- Fire Prevention Kit;
- Fire Prevention Week Banners;
- Public Events notice in the Frontenac News;
- Estimated cost for Mayoral Declaration in Frontenac News;
- BBQ;
- Smoke Alarms

Attachments:

[2025-09-04 Fire Prevention Week October 5 - 11 2025 Attachment 1](#)



Mayor's Declaration Annual Fire Prevention Week
"Charge Into Fire Safety: Lithium-Ion Batteries in Your Home"

It's time for Fire Prevention Week! The North Frontenac Fire Department is educating families about lithium-ion batteries and how to buy, charge, and recycle safely to help keep us safe. This year's campaign is "Charge into Fire Safety: Lithium-Ion Batteries in Your Home!". Fire Prevention Week runs from October 5 – 11, 2025.

Before you buy anything with a lithium-ion battery, do your homework. Check the packaging and product for a mark from a nationally recognized testing lab—that stamp means it meets real safety standards. A lot of products sold online and in stores don't, and that can seriously increase your risk of fire.

With fires burning hotter, faster, and deadlier than before, and with Ontario recording 133 fire-related fatalities in 2022 (the highest in decades), we must keep promoting fire safety preparedness.

THEREFORE, I (Gerry Lichty) Mayor of the Township of North Frontenac do hereby declare October 5 - 11, 2025, as Fire Prevention Week throughout the Township, and I urge all people in North Frontenac to keep yourselves and those around you safe while at home, maintain and check your smoke alarms, practice your fire escape plan; have two ways out in the event of a fire emergency; and please support and learn from the many public safety activities and efforts by our own North Frontenac's Fire and Emergency Services, during Fire Prevention Week 2025.



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: 18 Sep 2025
Re: Proposed Fire Protection Grant Application For 2025-2026

Recommendation:

Be It Resolved That Council receives for information the Director of Emergency Services/Fire Chief's (DESFC) Administrative Report entitled "Proposed Ontario Fire Protection Grant Application for 2025-2026";

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

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

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

Background:

The Fire Protection (FP) Grant program was announced in the government's 2024 Budget and is designed to support cancer prevention efforts by municipal fire departments across Ontario. For the 2025-26 year, project eligibility has been expanded to include equipment and supplies for lithium-ion incident response. The FP Grant will assist fire departments in acquiring critical equipment to enhance firefighter health and safety, and minor infrastructure at the local level.

The FP Grant will be awarded over three years. For the 2025-26 year, the funding envelope has been increased by \$10M, bringing the total available funding to \$20M. The types of projects eligible for grant funding will be revisited annually to ensure that the FP Grant continues to meet local and provincial priorities.

Depending on the number of actual applications received and subsequently approved, fire departments anticipate receiving approximately \$16,000 per active fire station.

For Fire Departments to be considered for this funding, completed Applications must be received by 5:00 p.m. (Eastern Standard Time) on September 30, 2025.

Researched By:

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

Comments:

The FP Grant is designed to provide funding to support firefighter cancer prevention programs. Firefighters die of cancer at a rate up to four times higher than the general population. On average, 50 to 60 firefighters die of cancer yearly in Canada, and half of those are from Ontario.

It becomes more and more important to have the correct protection for the right type of calls. Free from Per and Polyfluoroalkyl Substances (PFAS), NPFA compliant PPE designed and certified to meet the demands of modern rural firefighting, is the primary gear firefighters can count on every day to take on wildfires, technical rescues, and medical emergencies, while minimizing the amount of time our firefighters spend in expensive structural firefighting turnout gear.

The DESFC will include the following items (listed per station) in the FP Grant Application to strengthen the Department's cancer reduction efforts by improving it's PPE program:

Clarendon-Miller Station:

- NFPA compliant, PFAS-free, dual certified personal protective gear (PPE)
- NFPA compliant PFAS-free particulate flash hoods

Ompah Station:

- NFPA compliant, PFAS-free, dual certified personal protective gear (PPE)
- NFPA compliant PFAS-free particulate flash hoods

Snow Road Station:

- NFPA compliant, PFAS-free, dual certified personal protective gear (PPE)
- NFPA compliant PFAS-free particulate flash hoods

The Application if approved, would cover 100% of the costs for the items listed.

Financial Impact:

All Applicants are required to report their (approved) operating and capital budgets for the past three fiscal years. While all Applications will be considered, assessment of the application will weigh the approved operating and capital budgets for the fire department over the past three years. In the FP Grant application, fire chiefs are encouraged to identify if they have requested funding for the initiatives being applied for and what level of funding they received (full, partial or none) or not approved.

It is anticipated that the total Application for funding will be approximately \$48,000.00 plus HST; however as mentioned above the Application will be for 100% of the costs; therefore other than staff time to apply and report back to the Province no money is required from the Township.

To: Mayor and Members of Council
From: Darwyn Sproule, Public Works Manager, P. Eng.
McKenzie Millar, Technical Services Officer
Approved by: Corey Klatt, Chief Administrative Officer
Date of Meeting: 18 Sep 2025
Re: Required fencing upgrades at Plevna Waste Site.

Recommendation:

Be It Resolved That Council receives for information the Public Works Manager's Administrative Report entitled "Required Fencing Upgrades at the Plevna Waste Site";

And That the fencing project is required to address an existing non-compliance at the Waste Site as identified by the Ministry of the Environment, Conservation and Parks (MECP);

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

Background:

On August 5, 2025, the Township received an inspection report from the Ministry of the Environment, Conservation and Parks (MECP) for the Plevna Waste Site. The report identified five non-conformances.

Three of the five non-conformances were addressed immediately through existing preventative measures already in place at the site. A fourth item—regarding berm reshaping and litter cleanup—was resolved in-house with assistance from the Roads Department by the deadline of September 5th, 2025.

The final outstanding item relates to the visual screening of the waste disposal area. The MECP requires that the disposal area be adequately screened from public view. After discussion with MECP representatives, the Township proposed the installation of a privacy fence, which the MECP has accepted as an appropriate remedial action.

Researched By:

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

Comments:

To ensure cost efficiency, staff constructed a taller berm along the front of the property, allowing for the installation of a shorter but effective privacy fence. The new commercial-grade chain link fence with privacy slats will be installed along the entire frontage of the waste site facing the road.

This addition will extend coverage beyond the previous fence line, which only reached approximately halfway across the front of the property. This ensures the full frontage will be screened from public view, bringing the site into compliance with MECP visual screening requirements.

Repairs will also be made to sections of the existing fence that were damaged by fallen trees. Privacy slats will be installed in both the new and existing fencing to ensure consistency and adequate coverage.

Alternative visual screening options, such as mesh fabric, were considered; however, these materials are generally intended for temporary use and tend to get damaged within 1 to 2 years. The proposed solution offers increased durability and a more sustainable long-term approach.

Scope of Work:

New Fence Installation (120 linear feet):

- 6ft high galvanized commercial chain link fence (2" mesh, 9 gauge)
- Terminal and line posts augured in concrete footings
- Top rail, bottom brace wire, and privacy slats

Existing Fence Upgrades (250 linear feet):

- Supply and install privacy slats into existing fencing
- Replace 30ft of missing and/or bent top rail
- Install 4 rail connectors and 3 line posts

Financial Impact:

This expenditure was not anticipated in the 2025 operating budget, as the non-compliance wasn't previously identified.

Staff are requesting that Council approve an allocation of \$15,000.00 (plus HST) from the Operating Contingency Reserve with a year end balance of \$1,161,089 per the 2025 Budget.

To: Mayor and Members of Council
From: Darwyn Sproule, Public Works Manager, P. Eng.
Approved by: Corey Klatt, Chief Administrative Officer
Date of Meeting: 18 Sep 2025
Re: Purchase of Float Trailer

Recommendation:

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

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

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

Background:

Specifications for a trailer that satisfies the Ministry of Transportation (MTO) requirements are complex given the numerous factors involved: number/spacing of axles, suspension, total weight, load height, axle loading, tow vehicle configuration, lift axles, width, etc.

Our current float trailer is in poor condition and needs costly repairs. Council approved \$65,000.00 in the capital budget to replace this trailer.

As a result, we consulted with six different trailer manufacturers and a third-party consultant who specializes in MTO compliance. The consultant helped determine:

- Which trailers are compatible with our existing truck fleet
- Which trailers could legally haul our heaviest machine, the CAT 320 Excavator (27,000 kg)
- Compliance with width and height restrictions (included in our over-width and over-height permit)

Given the complexity and direction from the consultant, we obtained quotes rather than issuing a RFP/RFT. It was imperative to identify a trailer that could legally haul the new excavator.

Researched By:

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

Comments:

Through this work, six trailer options were identified and reviewed for cost, capacity, and compliance. Here are the results:

Company Name	GVWR (kg)	Trailer Weight (kg)	Towable Capacity (kg)	Total Cost (\$)	Compliant*
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Miska	27,215	7,200	20,015	51,823	No
Trailer Plus (BWS)	32,590	7,500	25,090	56,381	No
Float King	31,978	7,900	24,078	63,480	No
Gincor	37,000	8,200	28,800	63,730	Yes
Milano	31,500	7,800	23,700	67,380	No
Loadstar	35,380	8,000	27,380	79,748	Yes

* Compliant = meets MTO requirements based on the Township Truck(s) Towing Capabilities .

We are recommending approval of this purchase based on the lowest-priced, compliant quote obtained, rather than proceeding through the formal Tendering process. Given the significant amount of staff time already invested in evaluating and comparing various trailer options, it is unlikely that a formal tendering process would yield a more favorable outcome. Additionally, proceeding with a Tender would introduce further delays in delivery.

Financial Impact:

The cost of the recommended Gincor trailer is \$63,730.00 (excluding HST). This is covered by the \$65,000.00 already approved in the 2025 capital budget.



Economic Development Task Force Minutes

6:00 PM - Monday, August 18, 2025
Council Chambers

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

1. Call to Order

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

2. Traditional Land Acknowledgement

3. Disclosure of Pecuniary Interest and General Nature Thereof

None.

4. Economic Development Task Force Notes

- a) Notes of the July 21, 2025 EDTF Meeting as approved via email and were received for information at the August 7, 2025 Regular Meeting of Council.

5. Business Arising

- a) 2025 Workplan - Housekeeping Update

The EDTF reviewed and recommend to Council that the 2025 Work Plan be updated as attached.

[2025 EDTF Work Plan - updated August 18, 2025](#)

- b) EDTF Terms of Reference - Housekeeping Update

The EDTF reviewed and recommend to Council that the Terms of Reference be updated as attached.

[2023-2026 - Terms of Reference - Updated August 18, 2025](#)

- c) Welcome Package - Bonello

The MCD advised that Cyndy Bonello will be working on restocking and updating the

welcome packages in the next few weeks. The MCD will request that Alyssa Borger, Economic and Community Development Student, assemble some packages to have on hand in the meantime. The Welcome Letters have been suspended since June 25, 2025 until packages are available.

d) Business Dinner & Forum (April) - Vaillancourt, Huetl

The Business Dinner & Forum will take place at the Clar-Mill Community Hall in April 2026, pending Council's approval during the 2026 Budget deliberations. The Business Dinner & Forum sub-committee will plan to meet to discuss this event

e) National Tradesman Breakfast - September 12, 2025 - MCD

The MCD informed the EDTF that the Tradesperson Breakfast will take place on Friday, September 12th, 2025 at North Of Seven Restaurant 6:00 a.m. to 8:00 a.m. as a thank you to the tradespeople in the Township. Invitations will be sent out in the next few weeks

f) Improvement of Township Community Improvement Plan - Inglis, Huetl, MCD

Deputy Mayor John Inglis (Chair), Councillor Roy Huetl and Brooke Ross – Manager of Community Development (MCD) wrote a report regarding the Improvement of Township Community Improvement Plan which is on the August 28, 2025 Council Agenda for Council's consideration.

g) Bi-annual/Quarterly Business Owners Workshop Meetings – Bonello, Vaillancourt

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

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

The EDTF would like to request a \$15,000.00 budget for the attendance of Three (3) Tradeshows in 2026 pre-approved for use so that the EDTF can proceed with registration for the 2026 Tradeshows. The EDTF is looking into possible partnerships with neighboring Municipalities as an opportunity to share costs.

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

The sub-committee will be providing a 2025 Summerfest Debrief at the next EDTF meeting.

j) WinterFest (February) – Bonello, Inglis

The WinterFest sub-committee will meet to begin planning this event. Betty Hunter volunteered to join the sub-committee. The EDTF requests that the \$3,000 annual budget be approved in advance (2025) so they can proceed with booking vendors for the February 2026 WinterFest.

- k) Mural Project - MCD (to host at annual Volunteer Dinner - recommendation to Council)

The EDTF would like to recommend that the unveiling of the Round 10 Art Murals take place at the Volunteer Appreciation Dinner on Wednesday, October 8, 2025 at the Clar-Mill Community Hall.

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

Deferred to next meeting.

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

The EDTF discussed ideas for strengthening relationships with the Frontenac County Economic Development Team/County Representatives. Richard Allen, Manager Of Economic Development, County Of Frontenac has been attending the Township of North Frontenac EDTF meetings as well as the Township of Central Frontenac EDTF meetings which is valuable to assist in communicating and collaborating with neighbouring Municipalities with similar interests and goals. Two (2) Members of the Central Frontenac EDTF will be attending the next North Frontenac EDTF meeting on September 15th.

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

The MCD advised that Alyssa Borger, Economic and Community Development Student, has been working on creating advertising and promotional items for the North Frontenac Astronomy Park events. Alyssa’s summer student position will end on August 29, 2025. Betty Hunter, Richard Allen and the MCD will discuss options for potential signage opportunities for advertising with the County for North Frontenac Astronomy Park Events (Festival Of Stars), WinterFest and SummerFest.

- o) Business Profiles -Thiel, Huetl

Paul Thiel and Roy Huetl are working on completing a number of Business Profiles in the upcoming months. Brooke Ross – Manager of Community Development (MCD) reported that Alyssa Borger, Economic and Community Development Student, has also completed a few Business Profiles which will be submitted within the next few Council Agendas.

6. New Business

None.

7. Adjournment

- a) Meeting adjourned at 7:22 p.m.

Recommendations to Council

Be It Resolved That Council receives for information the August 18, 2025 Notes of the

Economic Development Task Force (EDTF);

And That Council approves the updated 2025 EDTF Work Plan;

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

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

And That Council directs staff to include \$15,000 for Trade Shows in the staff-prepared budget for the Mayor's consideration as part of the 2026 Budget;

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

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

Received by Council on August 28, 2025.

Deputy Mayor John Inglis, Chair
Township of North Frontenac
Economic Development



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~~, ~~Hunter~~
- ~~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~~



Economic Development Task Force

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

Terms of Reference January 2023 – October 2026

Mission: To support economic and community vibrancy in North Frontenac.

Vision: A local community that encourages year-round sustainable economic activity and community building.

Mandate: To provide recommendations to, and carryout initiatives as directed by North Frontenac Council regarding economic and community development opportunities.

Membership:

As appointed by Council on November 21, 2022, the composition of the Task Force shall include:

- Councillor John Inglis
- Councillor Roy Huetl
- ~~Councillor Stephanie Regent~~

~~As appointed by Council on March 15, 2024:~~

~~As appointed by Council on July 10, 2025:~~

~~Councillor Stephanie Regent Deputy Mayor John Inglis shall be the Chairperson. Alternate Chairperson (in the absence of the Chairperson) shall be Councillor Roy Huetl John Inglis.~~

Also, as appointed by Council on December 16, 2022, the composition of the Task Force shall include members of the public as follows:

- ~~Betty Hunter~~
- Paul Thiel
- Daniel Vaillancourt
- Cyndy Bonello

Economic Development Task Force (EDTF)

Terms of Reference

January 2023 – October 2026

Updated: December 18, 2023

Updated: March 18, 2024

Updated: May 27, 2024

Updated October 21, 2024

Updated January 20, 2025

Updated August 16, 2025

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Page 1 of 4

- ~~Danielle Keese~~
- ~~Derriek Lancaster~~
- ~~Tammy Watson~~
- Brandon Hartwig
- Betty Hunter

and the following Staff:

- Brooke Ross, Dipl.M.A., Manager of Community Development (MCD);
- ~~Matt Walker, Economic Development Officer (EDO);~~ and
- Lori Newman, Office Support All Departments, as the Recording Secretary as appointed by the Chief Administrative Officer (CAO).

Tasks and Milestones:

1. Recommendation to Council of appointments for Public Representation. (December 16, 2022)

2. Initial Task Force meeting to discuss a Mission, Vision and Mandate for the Economic Development Task Force/Working Group and draft a Terms of Reference for Council consideration. (Meeting was at the call of the Chair and held on January 16, 2023 at 9:00 a.m. at the Township of North Frontenac Municipal Office Council Chambers, in Plevna.)

3. Annual review of these Terms of Reference and Strategic Plan by the Task Force

Accountability:

Council members and Township employees (if seconded) are accountable for their participation on the Economic Development Task Force through the normal reporting structure to Council.

Conflict of Interest Guidelines:

Councillors and employees (if seconded) are responsible for complying with the Township’s guidelines and policies on conflict of interest, outside activities, gifts and hospitality.

The Voluntary Sector Members shall:

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

- c. not use their position on the Task Force to benefit materially from the process or the outcomes.
- d. not be eligible on an individual basis for contracts or other paid work commissioned by the Task Force or Council, unless the Procurement By-law requirements are met.

Time Frame and Meetings:

The Economic Development Task Force is constituted for approximately four years, commencing on January 16, 2023 and ending October 31, 2026 with the option of continuing meetings at the discretion of Council. Ongoing reports and recommendations will be provided to Council throughout the four year term of Council. The Task Force will meet once a month or at a frequency to be determined by the Chair, using face-to-face meetings, conference calls and/or electronic correspondence.

Operating Principles for Task Force Meetings:

- a. Quorum

Although Task Force membership is non-substituted, Council agrees that it is not necessary to establish the number of Members necessary for a Quorum; however, at least one (1) Member of Council and the CAO or Manager shall be present and careful consideration will be taken to ensure good representation from the voluntary sector when discussions on key issues take place or recommendations are formulated.
- b. Reaching Agreement

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

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

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

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

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

Economic Development Task Force (EDTF)

Terms of Reference

January 2023 – October 2026

Updated: December 18, 2023

Updated: March 18, 2024

Updated: May 27, 2024

Updated October 21, 2024

Updated January 20, 2025

Updated August 16, 2025

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Committee of Adjustment Minutes

1:00 PM - Monday, July 28, 2025

Council Chambers

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

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

1. Call to Order

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

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) **July 28, 2025**

27-25 Moved by Jim Ogilvie, Seconded by Carl Tooley

Be It Resolved That the Committee approves the Agenda dated July 28, 2025, as circulated.

Carried

4. Disclosure of Pecuniary Interest and General Nature Thereof

None.

5. Delegations

None.

6. Adoption of Minutes

a) **Minutes of Meeting**

28-25 Moved by Carl Tooley, Seconded by Jim Ogilvie

Be It Resolved That the Committee adopts the Minutes of a Meeting held on June 23, 2025, as circulated.

Carried

7. Business Arising Out of Minutes

None.

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

None.

9. Consent Applications

a) ***File #B08/25 - Part Lot 25, Concession 8, Geographic Township of Barrie - Lot Addition***

The Applicant and/or Agent were not present for the hearing.

Dimitry Kurylovich, Senior Planner, provided an overview of the lot addition application to correct an encroachment of a structure onto the abutting property. He advised the area of the proposed lot addition parcel is approximately half an acre, shown as Part 5 on [RP 13R 23307](#). He noted the Official Plan designation of the subject property is Waterfront Area and the Zoning designation is Limited Service Waterfront. He advised the benefitting lot is approximately 2.6 acres and located at the end of Cannon Trail, being a private Right-of-Way. He noted the subject property is developed with a dwelling and an accessory structure, which is the cause of the request for a lot addition.

Kurylovich advised the subject property is a large, water access only lot, with no road frontage or legal deeded access to Cannon Trail or Salmonberry Lane. He noted the subject parcel is developed with two dwellings and an accessory structure. He advised the Official Plan designation is Waterfront Area with an Area of Natural and Scientific Interest (ANSI) layer located outside of the impacted area; and the Zoning designation is split between Limited Service Waterfront along the lake and Limited Service Rural on the interior portion.

Kurylovich noted the area being dealt with through this application is shown as Part 5 on Registered Plan 13R-23307, with the encroachment reflected on the survey. He advised the proposed lot addition will bring the benefitting lot into compliance with the required side yard setback.

Kurylovich advised the application was provided to Mississippi Valley Conservation Authority (MVCA) for review and comment. MVCA noted as there was no new development proposed; they had no objections. He advised the Chief Building Official did not require a septic inspection. No public comments were received regarding the

application.

Kurylovich recommended approval of the application subject to the conditions included in the planning report. He noted the proposal will have no impact on the adjacent property; will bring the existing structure into compliance with the Zoning By-law; and will enlarge a waterfront lot with no change to the shoreline frontage on the retained or benefitting lot.

Carl Tooley attended the site on June 30, 2025 and noted the required marking signs were posted. He advised the proposed lot addition will solve the existing encroachment issue. Tooley advised he agrees with the planning report and recommended approval with conditions

Geerlinks advised there were no public comments.

29-25 Moved by Carl Tooley, Seconded by Jim Ogilvie

Be It Resolved That Consent Application File #B08/25 for a Lot Addition shall be approved subject to the conditions noted in the Planning Report;

And That the Secretary shall issue the Notice of Decision by August 11, 2025;

And That the Secretary shall forward the Notice to the Applicant and each person or public body that made a written request to be notified and any other person or public body prescribed;

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

Carried

b) File #09/25 - Part Lot 25, Concession 8, Geographic Township of Barrie - Creation of Right-of-Way Easement

The Applicant and Agent were not present for the hearing.

Dmitry Kurylovich, Senior Planner, provided an overview of the application to create a Right-of-Way (ROW) easement across 1429 Cannon Trail for the benefit of the large parcel to the south. He advised the proposed ROW will only provide the large parcel access across 1429 Cannon Trail; permission to access or travel Cannon Trail or Salmonberry Lane will not be granted through this application.

Kurylovich advised the application is proposed to settle an estate matter. He noted under the Planning Act, linkages or connections to established road networks must be considered for all land division applications. He noted County Planning staff advised the applicant's agent that the proposal creates a ROW that leads nowhere; however the applicant advised the purpose of this application is not to resolve the existing access but only provide legal deeded access across 1429 Cannon Trail. Kurylovich advised if the application is approved, the applicant will still be required to obtain easements from property owners along Cannon Trail and Salmonberry Lane.

Kurylovich advised a condition was included in the decision for the applicant to enter into a development agreement advising that the benefitting lot has no legal deeded access to Cannon Trail, Salmonberry Lane leading to Head Road. He noted the property is currently water access only and this will continue. Kurylovich advised that for the lot to gain access to Head Road, a ROW easement across all the lots bisected by Cannon Trail and Salmonberry Lane must be obtained by the property owner. He advised the ROW extension must comply with the policies of the Township's Private Land Standards. Kurylovich advised the development agreement includes a provision stating no improvements that will allow vehicular access from 1429 Cannon Trail to the benefitting lands are permitted until the applicant receives consent for a ROW easement across all the properties on Cannon Trail and Salmonberry Lane.

Kurylovich advised there were no issues from technical agencies. He noted Mississippi Valley Conservation Authority was circulated for information purposes, as there appeared to be no obvious natural hazards. He advised two public comments were received, as well as a letter of response from the Applicant's agent.

Kurylovich advised the proposed development agreement will prevent upgrades to the ROW, prior to the access across Cannon Trail and Salmonberry Lane being established by the applicant. He noted the agreement also makes it clear no permission is being granted across Cannon Trail and Salmonberry Lane through this planning application. He advised planning applications do not set precedent; decisions regarding applications are determined on individual merits and how the applications comply with relevant rules and policies. Kurylovich noted this is not a typical application. He noted the purpose of the development agreement is to potentially mitigate improper use of Cannon Trail and Salmonberry Lane.

Carl Tooley advised he attended the site on June 30, 2025 and the required marking signs were posted. He advised the ROW location is shown as Part 3 on [13R 23307](#). He noted the proposed ROW is well laid out with no wetland area or natural hazards in the area. He advised the proposed ROW has no access to the Township road; and that Committee does not have the authority to establish connections to the Township Road. Tooley recommended approval subject to the conditions included in the Planning Report.

Jim Ogilvie asked how the applicant currently accesses the benefitting property. Kurylovich advised the only legal way to access the parcel is by water. Ogilvie noted if the subject parcel was planning to develop the large parcel, they could open a marina to provide access to the retained parcel. Kurylovich advised the subject parcel would have to be zoned to permit a marina. He noted the retained parcel is already developed.

Garry Wood asked if the Committee denies the ROW application, would this impact the settlement of the estate or the encroachment of the garage. Kurylovich advised the Committee has already approved the lot addition which dealt with the encroachment.

Nauni Parkison, neighbouring property owner at 1428 Cannon Trail, advised she

provided a letter of objection for the ROW application. Ms. Parkinson noted the first application submitted to the Township stated the intent of the application was to "provide access to adjacent property to Cannon Trail". She noted the language in the application changed to "estate planning". Ms Parkinson advised the estate has existed for approximately 25 years. She noted the change in terminology appeared tactical. She noted the proposed ROW will create an access along their property line to connect with Cannon Trail.

Ms. Parkinson advised the Planning Act sets criteria when applications are being considered. She noted the proposed ROW does not provide access to anything; and that if the application is approved, this will put pressure on landowners along Cannon Trail and Salmonberry Lane to permit legal access through their property. She noted the property owner had several opportunities to contribute to the construction of Cannon Trail and enter into the original ROW agreement, but has consistently refused. She advised access to the lots has always been by boat. She advised their estate planning should not be detrimental to other property owners along Cannon Trail.

Kurylovich advised the survey provided with the application shows a clear a connection to Cannon Trail. Planning staff noted the connection and advised the applicant/agent that creation of the ROW will not permit access over Cannon Trail or Salmonberry Lane. Kurylovich advised it is important to consider what the development agreement will do by adding an additional layer of protection to other land owners.

Woods advised this appears to be an estate planning issue of 26 acres with the future development or use of the property unclear; therefore it's difficult to know what the best access to the property should be. If the Committee approves a ROW, this may not be the best access to the land. He advised it seems premature to grant the ROW without knowing what the future uses might be. Woods noted a development agreement may be difficult for the Township to enforce.

Ogilvie asked if a gate could be put up to prevent access to Cannon Trail from 1429 Cannon Trail. Ms. Parkinson advised 1429 Cannon Trail has a legal deeded access so it could not be gated. It is only the large parcel which does not have access. She advised the Township By-law requires newly created water access lots to have deeded parking which is accessed by a road to service the new lots.

Kurylovich advised, from a planning perspective, it is not uncommon to get ROW access over a length of time. He noted the intent may be to eventually gain access to Head Road. However; he advised future use shouldn't be the basis of the Committee's final decision. Wood noted future use could have an impact on the use of the ROW, which may make a bad situation worse.

Joan Hayes, resident, advised approval of the ROW application will result in an excessive increase of traffic. She noted the neighbours have a right to the enjoyment of their property and this application will have a negative impact.

Tooley advised the applicant wants to give a ROW to the adjacent property to provide access over their property to Cannon Trail. They will still need to get permission from the neighbours to get access. He advised access over Cannon Trail is not a matter for the Committee to consider. He also noted the Committee cannot speculate on what the owner is going to do with the property; the application for consideration is only for a ROW across 1429 Cannon Trail with a development agreement in place.

Kurlylovich advised the Township does not have a Site Alteration By-law to regulate the clearing of trees or grading on a property. He noted the subject property could build of driveway to provide the large parcel illegal access. He advised the development agreement would be in place to address and mitigate risks. He advised he does not support a ROW that doesn't connect to anything; however if there is an eventual connection to Head Road, the development agreement will ensure the Private Lanes Policy is enforced.

Ogilvie asked if the proposed shape of the ROW along the property line is the only shape that works. Ms. Parkinson advised the location of the existing garage makes it impossible for Cannon Trail to continue straight through the property. She asked if a different access could be created in the future if the ROW is approved as proposed. Kurylovich advised Part 3 could be relinquished and a new access be determined.

Ms. Hayes asked if a ROW is permitted to run along a property line, with no setback. Kurylovich advised it is a common occurrence for a ROW to run along a property line.

Woods noted the application seems premature when it is unknown what the future use of the large property will be. He noted a better solution may present itself when the use of the large property has been established.

Kurylovich advised if the Committee considers this application within the context of linkages, this application will not establish a connection to Head Road. He noted the development agreement will involve the Township in this situation. Wood noted the administration of the development agreement could be difficult to monitor.

30-25 Moved by Carl Tooley, Seconded by Jim Ogilvie

Be It Resolved That Consent Application File #B09/25 for the creation of a Right-of-Way Easement shall be approved subject to the conditions noted in the Planning Report;

And That the Secretary shall issue the Notice of Decision by August 11, 2025;

And That the Secretary shall forward the Notice to the Applicant and each person or public body that made a written request to be notified and any other person or public body prescribed;

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

Defeated

31-25 Moved by Jim Ogilvie, Seconded by Carl Tooley

Be It Resolved That Consent Application File #B09/25 for the creation of a Right-of-Way Easement shall be denied;

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 August 11, 2025.

Carried

10. Minor Variance Applications

None.

11. Other Business

None.

12. Adjournment

a) *Adjournment of the Committee Meeting*

32-25 Moved by Jim Ogilvie, Seconded by Carl Tooley

Be It Resolved That the meeting adjourns at 3:07 p.m. until August 28, 2025, at 1:00 p.m. or at the call of the Chair.

Carried

Chair

Secretary/Treasurer

MINUTES

Joint Fire Committee Kaladar Barrie

9:00 AM - Friday, June 6, 2025

Northbrook Fire Hall 11905 Highway 41 Northbrook, Ontario



Present: Addington Highlands Members: Reeve Henry Hogg, Councillor Ken Hook, and Councillor Kirby Thompson
North Frontenac Members: Councillor Wayne Good, Councillor Fred Fowler, and Councillor Roy Huetl

Also Present: Casey Cuddy, Kaladar Barrie Fire Chief; Tara Mieske, Secretary; Christine Reed, Treasurer; and Adam Robinson, Director of Emergency Services/Fire Chief (North Frontenac)

1. Call to Order

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

2. Approval of Agenda

a) June 6, 2025

11-25 Moved by Reeve Henry Hogg, Seconded by Councillor Fred Fowler

Be It Resolved That the Committee approves the Agenda dated June 6, 2025, as circulated.

Carried

3. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

4. Delegations

None.

5. Adoption of Minutes

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

12-25 Moved by Reeve Henry Hogg, Seconded by Councillor Ken Hook

Be It Resolved That the Committee adopts the Joint Fire Committee Minutes dated February 14, 2025, as circulated.

Carried

6. Business Arising Out of Minutes

a) ***Kaladar Barrie Fire Department - Approval of 2025 Budget***

13-25 Moved by Councillor Kirby Thompson, Seconded by Reeve Henry Hogg

Be It Resolved That the Committee receives for information the following regarding the 2025 Kaladar Barrie Fire Department Budget:

- An email dated May 30, 2025 from Natalie Tryon, Deputy Treasurer with Addington Highlands, advising the Budget was approved as part of the adoption of the Addington Highlands 2025 Consolidated Budget; and
- North Frontenac Council Resolution #79-25 advising Council approves the 2025 Budget for the Kaladar Barrie Fire Department.

Carried

7. Member Reports and Staff Administrative Reports

a) ***Kaladar Barrie Fire Chief: Admin Report Quick Updates***

14-25 Moved by Councillor Fred Fowler, Seconded by Councillor Roy Huetl

Be It Resolved That the Committee receives the Administrative Report entitled "Quick Updates".

Carried

b) ***Kaladar Barrie Fire Chief: Fire Administrative Assistant***

15-25 Moved by Councillor Roy Huetl, Seconded by Councillor Fred Fowler

Be It Resolved That the Committee receives the Administrative Report entitled "Fire Chief's Administrative Assistant".

Carried

c) ***Kaladar Barrie Fire Chief: Fire Fighter Turn Out***

16-25 Moved by Councillor Ken Hook, Seconded by Councillor Kirby Thompson

Be It Resolved That the Committee receives the Administrative Report entitled "Fire Fighter Turn Out".

Carried

d) ***Kaladar Barrie Fire Chief: Report Tanker Bids***

17-25 Moved by Councillor Kirby Thompson, Seconded by Councillor Ken Hook

Be It Resolved That the Committee receives the Administrative Report entitled "Tanker Bids";

And That the Committee recommends to both Councils the Fire Chief proceed with the

purchase of the tanker budgeted at \$850,000 at the price of \$717,400 plus the surcharge estimated at \$19,000 and \$1500-\$3000 for tariff charges for an estimated total of \$739,400.

Carried

8. Financial Reports

a) *Treasurer's Report*

18-25 Moved by Councillor Kirby Thompson, Seconded by Councillor Ken Hook

Be It Resolved That the Committee receives for information the following from the Treasurer for the Kaladar/Barrrie Fire Department:

1. Budgetary Control for the period of January 1, 2025 to April 30, 2025;
2. General Ledger for the period of January 1, 2025 to April 30, 2025;
3. Summary of Reserves for the period of January 1, 2024 to December 31, 2024;
and
4. Summary of Expenses for the period of January 1, 2024 to December 31, 2024;

And That the attached 2025 information is unaudited financial information and is subject to adjustments that may be identified when audit work is performed on our year-end financial statements, which could result in significant differences from this unaudited financial information.

Carried

9. Communications

None.

10. Public Forum

None.

11. Closed Session

None.

12. Rise and Report

None.

13. Adjournment

a) *Adjournment of the Meeting*

19-25 Moved by Councillor Ken Hook, Seconded by Councillor Kirby Thompson

Be It Resolved That the Committee adjourns the Meeting at 9:42 a.m. until September 12, 2025 or at the call of the Chair.

Carried

Chair

Secretary



Environmental Task Force Minutes

9:00 AM - Tuesday, August 26, 2025
Council Chambers

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

Absent with Regret: Mike Ward

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

1. Call to Order

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

4. Environmental Task Force Notes

- a) ***Notes of the Environmental Task Force Meeting dated July 29, 2025 as approved via email and being provided to Council for information at the August 28, 2025 Regular Meeting of Council.***

No comments.

5. Business Arising

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

1. Short Term Rentals - Bruce Moore, Kate Surra, Ange Defosse and John Inglis Moore advised the sub-committee is working on a discussion paper using the solid

research previously completed by the lake associations for review by the Task Force. This document will include:

- why short term rentals should be regulated, including concerns raised by short-term rentals and the rationale for taking action.
- different approaches used across the Province to regulate short term rentals to determine what would be the best approach for North Frontenac.
- elements to be included in the By-law.

He advised he anticipates this paper will be ready for review by the Task Force at the November meeting. Once approved by the Task Force, it will be provided to Council for discussion and consideration and to provide direction to staff on a proposed By-law and legal review.

Councillor Huetl advised Council is receiving a presentation from Richard Allen, Manager of Economic Development regarding a Municipal Accommodation Tax. He will ask if this can be applied to Air B&Bs. He noted he will provide an update at the next meeting.

Note: Moore left the meeting at this time.

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

The Public Information Sessions are being held tomorrow at 3:00 pm at the Clar-Mill Hall and 7:00 pm at the Township office.

The Public Works Manager advised he has been working with Cambium and the Ministry of Environment, Conservation and Parks to ensure there are not any concerns with the proposal and the waste site and that changes to the Certificate of Approval are not required.

Deputy Mayor Inglis advised Council has approved Lisa Asbreuk, Partner, Cunningham Swan who specializes in energy projects to review the proposal and lease agreement.

Asselin explained what a risk assessment is and how it would apply to this project. A risk assessment analyzes possible risks based on the probability assigned (chance of occurrence) and the impact of the occurrence should it happen. These are assigned a high, medium and low rating and then the risks are reviewed based on this rating. For risks that are low for both criteria you may choose to accept the risk and in cases where it is high or medium for both criteria you may choose to avoid or mitigate the risk. These risks would be determined by the technology used in the project and site specific risks.

With respect to technology there has been continuous changes and improvements which reduce risks. Since 2018 there has been a 98% reduction in incidents due to the changes in the technology used for battery storage facilities and lessons learned from previous incidents. The type of batteries being used and the way the

batteries are stored has reduced the occurrences and impacts. In the cases where there were serious impacts some of the factors leading to these impacts include housing the batteries in buildings that were not designed for this purpose or in containers; the chemical make-up of the batteries; and the techniques used to manage these incidents. Batteries are now housed individually in a sealed container with venting and HVAC systems which reduces the spread of fire between batteries; the chemicals used to make the batteries has changed; and water is no longer used and the batteries are left to burn out reducing the risk to ground water contamination. It is important when researching these projects individuals research similar types of batteries, storage type and emergency response plans.

A risk assessment cannot be completed at this time as the project details are unknown at this time and it is just a concept. If IESO approves the project, the proponent will be required to have an independent third-party who specializes in energy storage complete a risk assessment. This will identify risks and formulate mitigation strategies which will need to be incorporated into the design.

An emergency response plan will also need to be completed which will use information from the risk assessment to ensure there are appropriate responses should there be an incident. This includes training and support for the local fire department prior to operation and when it first starts to operate.

If the risk assessment is completed and the risks are determined to be too high there are opportunities for the Township to not proceed with the project. The Task Force would like to understand what these opportunities are.

The Public Works Manager was asked to look at opportunities for Task Force Members to attend an existing BESS site.

Note: Surra and Defosse left the meeting at this time.

3. Net Metering - John Inglis, Paul Asselin and Marlene Spruyt
Asselin presented the presentation he prepared for Council to the Task Force.

Note: Asselin and the Public Works Manager left the meeting at this time.

4. Invasive Species - Roy Huetl, Fred Fowler and Mike Ward
Councillor Huetl advised there hasn't been any further updates from the MPs or MPPs.

5. Septic Inspection Programs - Bruce Moore, Kate Surra, Roy Huetl and Fred Fowler
Council has requested staff to prepare a report to Council regarding this matter.

The report and Council's direction will be provided to the Task Force once completed.

- b) ***Quarterly Newsletter
- Content for Fall Edition***

This item was deferred until the September 30, 2025 meeting.

6. New Business

7. Adjournment

- a) ***Meeting adjourned at 10:56 a.m. until September 30, 2025 at 9:00 a.m.***

Councillor Roy Huetl, Chair



Council Portfolios

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

Mayor Gerry Lichty

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

Councillor Wayne Good

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

Councillor Stephanie Regent

Portfolio: Health	Responsibility: <ul style="list-style-type: none"> Representative on the Lakelands Family Health Team Committee
Portfolio: Long-Term Care and Social Services	Responsibility: <ul style="list-style-type: none"> Council Liaison
Portfolio: Lake Associations – Ward 1 Lakes	Responsibility: <ul style="list-style-type: none"> Council Liaison

Councillor Roy Huetl

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

Councillor Vernon Hermer

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

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

Deputy Mayor John Inglis

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

By-law # 2025-41

To Close, Stop up and Sell a Part of the 66' Original Road Allowance

Whereas it is deemed expedient in the interest of The Corporation of the Township of North Frontenac, hereinafter called 'The Corporation', that part of the 66' original road allowance described in Schedule "A" attached hereto be permanently closed, and the land sold to the adjoining owners as they may direct;

And Whereas notice of this By-law has been posted at least ten days prior to the meeting on the Township Website; and on the said road allowance;

And Whereas Council for The Corporation has heard in person, all persons claiming that their land will be prejudicially affected and who applied to be heard;

Now therefore the Council of the Corporation of the Township of North Frontenac hereby enacts as follows:

1. Those parts of the 66' original road allowance described in Schedule "A" be and the same are hereby permanently closed.
2. Those parts of the said 66' original road allowance shall be sold to the adjoining owner as follows:
 - a) **Part 1 on Registered Plan 13R-23399** as a lot addition to the lands described as PIN 36186-0064 (LT) for the purchase price of \$8,178.68 plus \$1,063.23 HST for a total of \$9,241.91 (Big Gull Lake).
3. The Mayor or Deputy Mayor and the Clerk or Deputy Clerk of The Corporation are hereby authorized to sign or execute such deeds or other documents as may be necessary to effect conveyance of that Part of the said 66' original Road Allowance described in Schedule "A".
4. The Clerk shall cause a certified copy of this By-law to be registered on the title to that Part of the 66' original Road Allowance hereby permanently closed.
5. That Schedule "A" forms part of this By-law.
6. That Tony Fleming, legal counsel for The Corporation, is hereby authorized to amend Schedule "A" descriptions as may be required to carry out the intended transaction and finalize the registration of this By-law.
7. This By-law shall come into force and take effect upon registration of a certified copy of this By-law pursuant to the Municipal Act Section 34, Subsection 1.
8. All resolutions, by-laws or parts of by-laws which are contrary to or inconsistent with this by-law are hereby repealed.

Read a first and second time this 18th day of September 2025.

Read a third time and finally passed this 18th day of September 2025.

Gerry Lichty, Mayor

Tara Mieske, Clerk

Schedule A

All That Part of the Shore Road Allowance lying in front of Lot 9, South West Range, Geographic Township of Clarendon, Township of North Frontenac, County of Frontenac being Part 1 on Registered Plan 13R-23399 (Big Gull Lake)

The Corporation of the Township of North Frontenac

By-law #2025-42

**Being a By-law to authorize the use of Alternative Voting methods for the 2026
Municipal Election**

Whereas Section 42(1) (b) of the Municipal Elections Act, S.O. 1996, c. 32, as amended provides that a municipal council may pass a by-law authorizing electors to use an alternative voting method that does not require electors to attend at a voting place in order to vote;

And Whereas Section 42(2) of the Municipal Elections Act, S.O. 1996, c. 32, as amended requires a By-law under Section 42(1) be passed by May 1, 2026 to be effective for the municipal election to be held in 2026;

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

- Internet/Telephone Voting is authorized to be used as an alternative voting method for the municipal election to be held in 2026.

Read a first and second time **September 18, 2025**.

Read a third time and finally passed this **September 18, 2025**.

Gerry Lichty, Mayor

Tara Mieske, Clerk

The Corporation of the Township of North Frontenac

By-Law #2025-43

Being a By-law to Authorize the Mayor and the Clerk to Sign Automatic Aid Agreement with the Township of Central Frontenac

Whereas Section 2 (6) of the Fire Protection and Prevention Act, S.O., 1997, Chapter 4, authorizes a municipality to enter into an automatic aid agreement with other municipalities as defined in section 1 (4) of the Act and to provide or receive the initial or supplemental response to fire, rescues and emergencies;

And Whereas the Automatic Aid Agreement between the Township of North Frontenac and the Township of Central Frontenac was entered into for a one year period, expiring on June 29, 2024;

And Whereas Council deems it necessary to enter into a new Automatic Aid Agreement with the Township of Central Frontenac for Fire Services for a period of two years;

Now Therefore Be It Resolved That the Council of the Corporation of the Township of North Frontenac enacts that the Mayor and the Clerk are authorized to sign the new Automatic Aid Agreement attached heretofore as Appendix 'A1';

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

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

Read a first and second time on **September 18, 2025**.

Read a third time and finally passed on **September 18, 2025**.

Gerry Lichty, Mayor

Tara Mieske, Clerk

The Corporation of the Township of North Frontenac

By-law #2025-44

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 September 18, 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 September 18, 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 September 18, 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 September 18, 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 18th day of September, 2025.

Read a third time and finally passed this 18th day of September, 2025.

Gerry Lichty, Mayor

Tara Mieske, Clerk