

## Regular Council Agenda

9:00 AM - Friday, February 21, 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) February 21, 2025

**Be It Resolved That** Council approves the Agenda dated February 21, 2025, as circulated.

### 4. Disclosure of Pecuniary Interest and General Nature Thereof

### 5. Business Profile

- a) Highland Vinyl Designs 10

**Be It Resolved That** Council receives for information the Business Profile of Highland Vinyl Designs provided by the Economic Development Task Force (EDTF).

[Highland Vinyl Designs](#)

### 6. Presentations

None.

### 7. Delegations

None.

### 8. Adoption of Minutes

- a) Minutes of the Meeting(s) to be adopted by Council 11 - 20

**Be It Resolved That** Council adopts the Minutes of a meeting held January 31, 2025, as circulated.

[Regular Council - 31 Jan 2025 - Minutes - Pdf](#)

## 9. Business Arising Out of Minutes

- a) Resolution #380-24 - Amendment to Waste By-law 21 - 22

**Whereas** at the meeting on November 22, 2024, Council passed Resolution #380-24 to amend Schedule 'C' of the Township's Waste By-law #60-17:

**Now Therefore Be It Resolved That** Council receives for information an email dated February 4, 2025, from the Clerk/Planning Manager advising Schedule 'C' of By-law #80-23 should have been amended;

**And That** Council will consider a By-law later in the meeting to amend Schedule 'C' of By-law #80-23.

[Resolution #380-24](#)

[Email from Clerk](#)

## 10. Communications

- a) Clerk's Administrative Report - Communications 'A' Section 23

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

[Communications of Interest - Pdf](#)

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

## 11. Council, CAO, and Managers' Administrative Reports

- a) Deputy Mayor: Response to U.S. Aggression 24 - 25

**Be it Resolved That** Council receives for Information Deputy Mayor John Inglis' Administrative Report entitled "Response to U.S. Aggression";

**And That** in response to U.S. President Donald Trump's comments that Canada should become the 51st state, this Council finds the comments offensive and insulting, and advises both Provincial and Federal governments to never consider or discuss the possibility of such a union;

**And That** federal and provincial leaders have encouraged Canadians to support Canadian businesses and municipalities have significant purchasing power; however have traditionally been prevented from giving preference to Canadian suppliers;

**And That** Council requests that staff review existing procurement policies and applicable laws to determine if there are existing mechanisms to allow the Township of North Frontenac to offer a preference to Canadian companies for capital projects and other supplies;

**And That** Council instructs the Clerk to provide a copy of this resolution to Scott Reid, MP; John Jordan, MPP; and the Association of Municipalities of Ontario.

[Response to U.S. Aggression. - Pdf](#)

- b) Clerk/Planning Manager: Shore Road Allowance Closure and By-law - Scaletta and Smith/Demoe 26 - 29

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

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

- All That Part of the Road Allowance in front of Lot 23, Concession 6, and Block A on Registered Plan 1090, geographic Township of Barrie, being Part 2 on Registered Plan 13R-23291 (Kashwakamak Lake); and
- All Those Parts of the Road Allowance in front of Lot 16, Concession 1, geographic Township of South Canoto, Township of North Frontenac, County of Frontenac being Parts 4 and 5 on Registered Plan 13R-22057 (Palmerston Lake)

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

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

[Shore Road Allowance Closure and By-law - Scaletta and Smith/Demoe - Pdf](#)

- c) Clerk/Planning Manager: Concession and Shore Road Allowance Application for Approval in Principle – Boyle, Bond and Johnson 30 - 33

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

**And That** Council approves in principle the Application to close, stop up and sell the Concession Road Allowance described as Part of the Concession Road Allowance between Concessions 6 and 7, geographic Township of Barrie (Kashwakamak Lake), shown as Part 1 on Registered Plan 13R-21377 and the Shore Road Allowance between the Concession Road Allowance and Kashwakamak Lake being Part 2 on Registered Plan 13R-21377.

[Concession and Shore Road Allowance Application for Approval in Principle – Boyle, Bond and Johnson - Pdf](#)

- d) Clerk/Planning Manager: Senior of the Year Award - 2025 Nominations 34 - 37

**Be It Resolved That** Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Senior of the Year Award – 2025 Nominations";

**And That** this award gives the Municipality the opportunity to honour one of our outstanding local seniors for the contributions they've made to enrich the social, cultural and civic life of our community;

**And That** Council nominates \_\_\_\_\_ as Senior of the Year; and instructs the Clerk to submit the Application prior to the April 30, 2025 deadline;

**And That** Council wishes to participate in the Ontario Senior Achievement Award in 2025 as it recognizes an individual for significant contributions to their community after the age of 65;

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

[Senior of the Year Award - 2025 Nominations - Pdf](#)

- e) Clerk/Planning Manager: To Sign the Statement of the Municipality as Part of the Application for Environmental Compliance Approval – Fernleigh Lodge 38 - 77

**Be It Resolved That** Council receives for information the Clerk/Planning Manager’s Administrative Report entitled “To Sign the Statement of the Municipality as Part of the Application for Environmental Compliance Approval – Fernleigh Lodge”;

**And That** Council will consider a By-law later in the Meeting to authorize the Mayor and Clerk to sign the Statement of the Municipality as part of the Application for Environmental Compliance Approval;

**And That** in the future, if the Planner's review of the proposal determines the development proposed under the ECA submission complies with the relevant policies of the Official Plan and Zoning By-law, Council authorizes the Chief Administrative Officer or the Clerk to sign the Statement of the Municipality on behalf of the Township. If concerns are identified the Statement of Municipality shall be provided to Council for consideration.

[To Sign the Statement of the Municipality as Part of the Application for Environmental Compliance Approval – Fernleigh Lodge - Pdf](#)

- f) Director of Emergency Services/Fire Chief: 2025 Essential Services Fair 78 - 79

**Be It Resolved That** Council received for information the Director of Emergency Services/Fire Chief's Administrative Report entitled "2025 Essential Services Fair" for information purposes.

[2025 Essential Services Fair - Pdf](#)

- g) Manager of Community Development: Community Halls - Standby Generators 80 - 82

**Be It Resolved That** Council receives for information the Manager of Community Development's Administrative Report entitled "Community Halls - Standby Generators";

**And That** Council approves the purchase of a standby generator for the Snow Road Community Hall at a estimated cost of \$15,500;

**And That** Council Instructs the Treasurer to transfer an estimated \$12,000 from the Canada Community Building Fund (CCBF) and thanks the Snow Road Hall Committee for their contribution of \$3,500 towards this project;

**And That** the Manager of Community Development will continue to work with Hall Committees and watch for grant opportunities for Harlowe Hall and Clar Mill Hall generators and if nothing arises in 2025, the MCD will bring back to Council for consideration in the 2026 budget.

[Community Halls - Standby Generators - Pdf](#)

- h) Manager of Community Development: Crown Land Stewardship Program Annual Report 2024 83 - 92

**Be It Resolved That** Council receives for information the Manager of Community Development's Administrative Report entitled "Crown Land Stewardship Program Annual Report 2024".

[Crown Land Stewardship Program Annual Report 2024 - Pdf](#)

- i) Manager of Community Development: Ontario Trillium Capital Grant – Bike Park at Cloyne Ball Diamond Property 93 - 96

**Be It Resolved That** Council receives for information the Manager of Community Development's (MCD) Administrative Report entitled "Ontario Trillium Capital Grant – Bike Park at Cloyne Ball Diamond Property";

**And That** Council approves the MCD's Application to the 2025 Ontario Trillium Capital Grant for 100% project funding;

**And That** Council directs the CAO to enter into a Funding Agreement with Ontario Trillium Capital Grant upon the Township's successful Application for 100% project funding;

**And That** Council directs the MCD to have the Bike Park installed at the Cloyne Ball Diamond Property if the Application for Funding is successful.

[Ontario Trillium Capital Grant – Bike Park at Cloyne Ball Diamond Property - Pdf](#)

- j) Public Works Manager: Joint Application to the Active Transportation Fund with the County of Frontenac - Snow Road Multi-use Pathway 97 - 99

**Be It Resolved That** Council receives for information the Public Works Manager's Administrative Report entitled "Joint Application to the Active Transportation Fund with the County of Frontenac - Snow Road Multi-use Pathway".

**And That** Council endorses the proposed joint grant application to the Federal Active Transportation Fund for the construction of the multi-use pathway in Snow Road Station;

**And That** staff are authorized to collaborate with relevant County and community partners to prepare and submit the application prior to the February 26 deadline;

**And That** the County will submit the application with the Township as a joint participant;

**And That** the Chief Administrative Officer (CAO) be authorized to enter into an agreement with the Government of Canada should the joint application to the Active Transportation Fund be successful.

**And That** Council instructs the Treasurer to transfer the estimated \$25,000 from the Canada Community Building Fund.

[Joint Application to the Active Transportation Fund with the County of Frontenac - Snow Road Multi-use Pathway - Pdf](#)

- k) Public Works Manager: 2024 Annual Waste Management/Recycling Statistics and Year-End 100 - 101

**Be It Resolved That** Council receives for information the Public Works Manager's Administrative Report entitled "2024 Annual Waste Management/Recycling Statistics and Year-End".

[2024 Annual Waste Management/Recycling Statistics and Year-End - Pdf](#)

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

- a) Environmental Task Force 102 - 105

**Be It Resolved That** Council receives for information the Minutes of a Meeting of the Environmental Task Force held January 28, 2025;

**And That** Council declares April 22, 2025 as Earth Day;

**And That** Council instructs the Clerk to prepare a Mayoral Declaration and once approved by the Mayor to include a copy on the Township's social media accounts.

[Environmental Task Force - 28 Jan 2025 - Minutes - Pdf](#)

- b) Joint Health and Safety Committee 106 - 108

**Be It Resolved That** Council receives for information the Minutes of a Meeting of the Joint Health and Safety Committee held February 4, 2025.

[Joint Health and Safety Committee - 04 Feb 2025 - Minutes - Pdf](#)

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

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

- a) Notice of Motion from Councillor Fowler: Implementation of Provincial Regulations to restrict the possession, breeding and use of non-native (exotic) wild animals and licenced zoos 109

**Whereas** at the meeting on January 31, 2025, Council received a Notice of Motion from Councillor Fowler regarding petitioning the Provincial Government to implement Provincial Regulations to restrict the possession, breeding and use of non-native (exotic) wild animals and licenced zoos and Council approved the request;

**Now Therefore Be It Resolved That** Council supports World Animal Protection's campaign for provincial regulations of non-native (exotic) wild animals and roadside zoos;

**And That** the Township of North Frontenac hereby petitions the

provincial government to implement provincial regulations to restrict the possession, breeding, and use of non-native (“exotic”) wild animals and license zoos in order to guarantee the fair and consistent application of policy throughout Ontario for the safety of Ontario’s citizens and the non-native (“exotic”) wild animal population;

**And That** Council instructs the Clerk to provide the Resolution of Support to the Premier of Ontario; the Ontario Solicitor General; the Minister for Natural Resources and Forestry; John Jordan, MPP; and Scott Reid, MP.

[Resolution #46-25 Notice of Motion](#)

## 15. Council Portfolio Verbal Reports

- a) Each Council member has a portfolio for which they are responsible. 110 - 111  
The Councillor may provide a verbal report for information purposes.

[Council Portfolios 2022-2026](#)

## 16. Introduction and Reading of By-laws

- a) By-law(s) to be Considered: 112 - 146

**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:

- #2025-08 To Close and Sell Shore Road Allowance;
- #2025-09 To Amend Schedule 'C' of Waste By-law #80-23; and
- #2025-10 To Sign Environmental Compliance Approval Application;

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

[2025-08 Road Closing - Scaletta, Smith-Demoe](#)

[2025-09 To Amend Waste By-law #80-23](#)

[2025-10 To Sign ECA Agreement - Fernleigh Lodge](#)

## 17. Public Forum

## 18. Closed Session

None.

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

## 20. Confirmatory By-law

- a) Confirming By-law #2025-11 147

**Be It Resolved That** By-law #2025-11, being a By-law to confirm all actions and proceedings of Council for its Regular Meeting held February 21, 2025, be read a first, second, and third time and finally passed.

[2025-11 Confirming By-law - February 21, 2025](#)

## 21. Adjournment

- a) Adjournment of the Council Meeting

**Be It Resolved That** Council adjourns the Meeting at \_\_\_\_ .m. until March 14, 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.

Highland Vinyl Designs  
Plevna, Ontario K0H 2M0  
Owner: Amy Gilpin

613-264-6258  
highlandvinyl designs@hotmail.com  
Facebook: highlandvinyl designs  
highlandvinyl designs.etsy.com  
instagram.com/burleysgirl8/



Officially establishing her business in April 2024, Amy has found a needed service in the Township and surrounding areas. Any items a business, or person may need Amy has the technology and equipment to produce it. She can make signs up to 12" x 36"; has the capability of producing decals, planners / calendars, printed apparel and many other types of promotional materials. Amy has also provided digital designs requested by others. The majority of her products are presently locally sold; however, she is open to expanding to clients outside of the area. Being a local resident for many years and having other skills to offer she keeps herself busy. Amy is the only employee at this time, as her business is in the early stages of growth; however, she imagines hiring others as the business continues to grow. To see more of what Amy has to offer check out her business on Facebook, Etsy or Instagram.





# Regular Council Minutes

9:00 AM - Friday, January 31, 2025  
Council Chambers

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

**Absent with Regret:** Councillor Wayne Good

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

## 1. Call to Order

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

## 2. Traditional Land Acknowledgement

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

## 3. Approval of Agenda

### a) *January 31, 2025*

**23-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council approves the Agenda for the Regular Meeting of Council dated January 31, 2025, as circulated.

**Carried**

## 4. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

## 5. Business Profile

### a) *Nowell Motors*

**24-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council receives for information the Business Profile of Nowell Motors provided by the Economic Development Task Force (EDTF).

**Carried**

## **6. Presentations**

- a) ***Sarah McCullough, Youth Program Supervisor, Rural Frontenac Community Services***

**25-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council receives for information the presentation from Sarah McCullough, Youth Program Supervisor, and Jess Quinn, Rural Frontenac Community Services, providing an overview of their Services and Programs; and thanks them for their time spent today;

**And That** Council has included \$6,000 to assist with funding the Youth Program in the 2025 budget.

**Carried**

- b) ***Eric Kohlsmith, Septic Inspector, Mississippi Rideau Septic System Office - 2023 Re-Inspection Results***

**26-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council receives for information the presentation from Eric Kohlsmith, Mississippi Rideau Septic System Office, regarding 2023 Re-Inspection Results; and thanks him for his time spent today.

**Carried**

- c) ***Public Works Manager: 2024 Septic Re-Inspection Program and Proposed Program for 2025***

**27-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council receives for information the Public Works Manager's Administrative Report entitled "2024 Septic Re-Inspection Program and Proposed Program for 2025";

**And That** Council approves the continuation of a voluntary Septic Re-Inspection Program, in partnership with the Mississippi Rideau Septic System Office (MRSSO) for the 2025 season;

**And That** Council approves the Public Works Manager (PWM) signing the 2025 Agreement with MRSSO for septic re-inspection services on behalf of the Township;

**And That** Council instructs the PWM to place a copy of the 2024 Sewage System Re-inspection Program Report on the Township's Website.

**And That** staff shall assist MRSSO arrange presentations for Lakes involved in the 2025

program.  
**Carried**

## 7. Delegations

- a) ***Christina Kearns and Joe Clayton: Concerns regarding Sunday Lake Cell Tower 28-25*** Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl

**Be It Resolved That** Council receives for information the outline of concerns regarding the Sunday Lake Cell Tower from Christine Kearns and Joe Clayton; and thanks them for their time spent today.

**Carried**

## 8. Adoption of Minutes

- a) ***Minutes of the Meeting(s) to be adopted by Council 29-25*** Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl

**Be It Resolved That** Council adopts the Minutes of a Meeting held January 10, 2025, as circulated.

**Carried**

## 9. Business Arising Out of Minutes

- a) ***2025 Earth Day Event 30-25*** Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl

**Whereas** at the meeting held March 15, 2024, Council received for information the Public Works Manager's Administrative Report entitled "Land O' Lakes Garden Club Proposed Earth Day Event"; and that the Township has an Adopt-a-Road Policy for events that include litter pickup along Township Roads;

**And Whereas** the event proposed by the Land O' Lakes Garden Club is large in scope and beyond the scope of the Township's Adopt-a-Road Policy;

**And Whereas** there was potential liability and insurance concerns for the Township due to the scope of the proposed event; a Memorandum of Understanding (MOU) was required providing that the Garden Club, in their leadership role, would oversee the event, be responsible for and provide proof of insurance for the event and all volunteers, indemnify the Township and commit to all safety provisions;

**Now Therefore Be It Resolved** That Council receives for information an email dated January 24, 2025, from the Public Works Manager (PWM) advising the Land O' Lakes Garden Club is proposing to host an Earth Day Clean Up Event on Saturday April 26th; and that the scope of the event remains the same as last year;

**And That** the PWM proposes the Township enter into a similar MOU with the Land O' Lakes Garden Club with some minor amendments;

**And That** Council approves of entering into an MOU with Land O' Lakes Garden Club,

and directs the CAO to sign the MOU.

**Carried**

## 10. Communications

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

**31-25 Moved by Councillor Stephanie Regent, 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. *Snow Road Community Association re: Request for Generator for Snow Road Hall*

**32-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council receives for information an email dated December 27, 2024, from Snow Road Community Association, requesting a permanent generator be installed at Snow Road Community Hall, as the hall has been used as an Emergency Centre in the past; and that the Association has designated \$3500 as their contribution to the project;

**And That** the Manager of Community Development advised the former Fire Chief was unsuccessful in receiving a grant for the installation of a generator, with the estimated cost (at that time) being \$13,650 + HST;

**And That** Council instructs the MCD and DESFC to review this request as well as including Harlowe and Clar-Mill Halls; and provide information to Council at an upcoming meeting.

**Carried**

#### B2. *John Inglis, Resident re: Donation of Benches for use at Clar-Mill Hall*

**33-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council receives for information the email dated January 22, 2025 from John Inglis wanting to donate three (3) wooden benches for the Clar-Mill Hall;

**And That** Council thanks John for the generous donation of three (3) wooden benches to be used at the Clar-Mill Hall.

**Carried**

## 11. Council, CAO, and Managers' Administrative Reports

### a) *Chief Administrative Officer: Complaint Files - 2024 Annual Report*

**34-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council receives the Chief Administrative Officer's Administrative Report entitled "Confidential Complaint Files - 2024 Annual Report" for information

purposes.

**Carried**

- b) ***Clerk/Planning Manager: Shore Road Allowance Application for Approval in Principle – Williams***

**35-25 Moved by Councillor Stephanie Regent, 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 – Williams";

**And That** Council approves in principle the Application to close, stop up and sell the Shore Road Allowance as described as Part of the Shore Road Allowance lying adjacent to Lot 277, Plan 1044, geographic Township of Barrie (Kashwakamak Lake), shown as Part 3 on Registered Plan 13R-22146.

**Carried**

- c) ***Clerk/Planning Manager: Updates to the Township's Policy for Sale and Disposition of Land By-law***

**36-25 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Updates to the Township's Policy for Sale and Disposition of Land By-law";

**And That** Council will consider a By-law later in the meeting to adopt the updated policy and repeal By-law #20-23.

**Carried**

- d) ***Director of Emergency Services/Fire Chief: Changes To Provincial Ambulance Dispatch Protocol: Transition From Dispatch Priority Card Index. Version 2 (DCPI II) To Medical Priority Dispatch System (MPDS)***

**37-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council receives the Director of Emergency Service/Fire Chief's Administrative Report entitled, "Changes To Provincial Ambulance Dispatch Protocol: Transition From Dispatch Priority Card Index. Version 2 (DCPI II) To the Medical Priority Dispatch System" for information purposes;

**And That** Council directs the DESFC to monitor medical response services in North Frontenac and provide an update, including any recommendations, at a future Council meeting.

**Carried**

- e) ***Manager of Community Development: UV System at Ompah Community Hall and Fire Hall***

**38-25 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council receives for information the Manager of Community Development's (MCD) Administrative Report entitled "UV System at Ompah Community Hall and Fire Hall";

**And That** Council instructs the Treasurer to transfer the UV system cost of \$6,016.00 + HST from the Community Hall – Sustainability TCA Reserve Fund.

**Carried**

- f) ***Manager of Community Development: Rental Agreement with the First Resource Management Group Inc. (Mazinaw-Lanark Forest Inc.) for Rental of Office Space at the Barrie Community Hall***

**39-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council receives for information the Manager of Community Development's Administrative Report entitled "Rental Agreement with the First Resource Management Group Inc. (Mazinaw-Lanark Forest Inc.) for Rental of Office Space at the Barrie Community Hall";

**And That** Council will consider a By-law later in the meeting to authorize the Mayor and Clerk to sign the Agreement with the First Resource Management Group Inc.

**Carried**

- g) ***Manager of Community Development: Community Improvement Plan (CIP) - Information Report***

**40-25 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer**

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

**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 to come into place January 1, 2026.

**Defeated**

- h) ***Manager of Community Development: Community Hall Rentals - New Online Booking System Update***

**41-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council receives for information the Manager of Community Development's Administrative Report entitled "Community Hall Rentals - New Online Booking System - Update".

**Carried**

- i) ***Public Works Manager: Boundary Road By-law and Agreement - Matawatchan Road***

**42-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council receives for information the Public Works Manager's Administrative Report entitled "Boundary Road By-law and Agreement - Matawatchan Road";

**And That** the Township of North Frontenac acknowledges that Matawatchan Road, from civic address #1654 to #2321 being a length of 3.1 km, is a Road having Joint Jurisdiction between the Township of Greater Madawaska and the Township of North Frontenac;

**And That** Section 29 of the Municipal Act, 2001 states that municipalities on either side of a boundary line have joint jurisdiction over any highways forming the boundary line;

**And That** Section 27(2) of the Municipal Act, 2001 requires municipalities to pass by-laws in respect of highways for which they share joint jurisdiction;

**And That** a By-law will be presented later in the meeting for Council's consideration addressing the joint jurisdiction section of Matawatchan Road and a maintenance Agreement with the Township of Greater Madawaska.

**Carried**

j) ***Public Works Manager: Update Regarding Arcol Road Bridge and Pine Lake Culvert / Funding Request***

**43-25 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council receives the Public Works Manager's (PWM) Administrative Report entitled "Update Regarding Arcol Road Bridge and Pine Lake Culvert / Funding Request" for information purposes;

**And That** Council approve the proposed staging plan (intermittent closures) for the Arcol Road Bridge rehabilitation;

**And That** Council approve the proposed closure plan for the Pine Lake culvert replacement on Ardoch Road;

**And that** Council approve a sole source consultant assignment for the Greer Galloway Group to provide engineering services for the Pine Lake culvert replacement;

**And that** Council approve funding for the Pine Lake Culvert replacement to be transferred from the Infrastructure Sustainability Tangible Capital Asset Reserve Fund with a projected year-end balance per the 2025 approved budget of \$2,053,658.

**Carried**

k) ***Public Works Manager and Clerk/Planning Manager: K & P Trail Revised Agreement with the County of Frontenac***

**44-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council receives for information the Public Works Manager and Clerk/Planning Manager's Administrative Report entitled "K & P Trail Revised Agreement with the County of Frontenac";

**And That** Council declares the following PINS as surplus and authorizes the Mayor and Clerk to sign the Transfer for the following once prepared by the Solicitor:

PIN 36209-0012;

PIN 36209-0030, subject to an easement for access for waste site monitoring; and

PIN 36209-0231

**And That** Council authorizes the Mayor and Clerk to sign the Agreement as drafted once the Transfers noted above are complete.

**Carried**

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

### a) *Economic Development Task Force*

**45-25 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council receives for information the Notes of a meeting of the Economic Development Task Force (EDTF) held January 20, 2025;

**And That** Council instructs the Clerk/Planning Manager to send the April 25, 2025 North Frontenac Business Dinner & Forum Invitation to local MP and MPP on behalf of Council and the EDTF.

**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)

### a) *Councillor Fred Fowler - Notice of Motion*

**46-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council receives the Notice of Motion from Councillor Fowler regarding petitioning the Provincial Government to implement provincial regulations to restrict the possession, breeding and use of non-native (exotic) wild animals and licenced zoos;

**And That** Council will consider this request at the February 21, 2025 Council Meeting.

**Carried**

## 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:*

**47-25 Moved by Councillor Vernon Hermer, 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:

- #2025-04 Policy for the Sale and Disposition of Land;
- #2025-05 To Sign Agreement with Greater Madawaska - Matawatchan Road
- #2025-06 To Sign Lease Agreement with Frontenac Resource Management Group

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

## 17. Public Forum

Council received comments from the public regarding notification of cell towers.

**Note:** The MCD and DESFC left the meeting at this time.

## 18. Closed Session

### a) *Closed Meeting of Council*

**48-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler**

**Be It Resolved That** Council retires to Closed Session at 11:52 a.m. to:

- Adopt Closed Minutes of a meeting held January 10, 2025;
- To Discuss Security of the Property of the Municipality or Local Board; and
- To Receive Advice that is subject to Solicitor-Client Privilege, including communications necessary for that purpose with respect to a Public Notification Process.

**Carried**

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

The Mayor advised that, during the Closed Session; Council did the following:

- Adopted Closed Minutes of a meeting held January 10, 2025;
- Discussed Security of the Property of the Municipality or Local Board; and
- Received Advice that is subject to Solicitor-Client Privilege, including communications necessary for that purpose with respect to a Public Notification Process.

### a) *Proposed Cell Towers - 2216 Matawatchan Road and 6137 South Lavant Road*

**49-25 Moved by Deputy Mayor John Inglis, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council requests EORN circulate consultation documents; and requests Rogers put a pause on further work at the proposed tower at 2216 Matawatchan Road and at 6137 South Lavant Road until Council receives further information as a result of the consultation.

**Carried**

## 20. Confirmatory By-law

### a) *Confirming By-law #2025-07*

**50-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler**

**Be It Resolved That** By-law #2025-07, being a By-law to confirm all actions and proceedings of Council for its Regular Meeting held January 31, 2025 be read a first, second, and third time and finally passed.

**Carried**

**21. Adjournment**

**a) *Adjournment of Meeting***

**51-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council adjourns the Meeting at 12:40 p.m. until February 21, 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:** November 22, 2024

**Resolution # 380-24**

**Moved By:**  
Councillor Vernon Hermer

**Seconded By:**  
Councillor Roy Huetl

**Whereas** at the meeting on July 21, 2017 adopted By-law #60-17, To Establish, Maintain and Regulate a System for the disposal of Municipal Waste, Recyclables and other Refuse;

**Now Therefore Be It Resolved That** Council receives for information an email dated October 18, 2024, from Laura Manion, Public Works Administrative Assistant, advising amendments to Schedule 'C' of By-law #60-17 are required to remove items the Township no longer recycles;

**And That** Council will consider a By-law later in the meeting to amend Schedule 'C' of the Township's Waste By-law #60-17.

**Carried**

Mayor

From: Tara Mieske

Sent: February 4, 2025, 4:16 PM

To: Corey Klatt

Subject: Council Agenda - Amendment Waste By-law

Hi Corey – We amended the Waste By-law last year, but we amended the By-law from 2017 instead of the By-law from 2023. We will need to add a new amending By-law to the February 21st Agenda to fix this error. Can we add this to the Council Pending list?

Tara Mieske, Dipl.M.A., Dipl.M.M.

Clerk/Planning Manager

**To:** Mayor and Members of Council  
**From:** Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M.  
Marnie Geerlinks, Admin Assistant to CPM and DESFC  
**Approved by:**  
**Date of Meeting:** 21 Feb 2025  
**Re:** Communications of Interest

**Recommendation:**

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

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

1. Town of Cobourg re: Request for Support - Municipal Restructuring
2. Town of Halton Hills re: Request Support - Sovereignty of Canada
3. Ontario Ombudsman Newsletter re: January Newsletter
4. Federation of Ontario Cottages Associations re: January Elert
5. Canadian Union of Postal Workers re: Industrial Inquiry Commission Reviewing Canada Post
6. Ministry of Infrastructure re: Housing-Enabling Water Systems Fund (HEWSF) Intake II
7. Town of Hanover Resolution re: Request for Support - United States Imposition of Tariffs on Canada
8. Frontenac County re: Economic Development Update
9. File #B24/25 and #B25/25 - Creation of New Lots - 1058A Bay Lane (CCR Investments/Riley)
10. File #B1/25 - Lot Addition - 1031 Cedar Lane

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



**To:** Mayor and Members of Council  
**From:** John Inglis, Deputy Mayor  
**Approved by:**  
**Date of Meeting:** 21 Feb 2025  
**Re:** Response to U.S. Aggression.

### Recommendation:

**Be it Resolved That** Council receives for Information Deputy Mayor John Inglis' Administrative Report entitled "Response to U.S. Aggression";

**And That** in response to U.S. President Donald Trump's comments that Canada should become the 51st state, this Council finds the comments offensive and insulting, and advises both Provincial and Federal governments to never consider or discuss the possibility of such a union;

**And That** federal and provincial leaders have encouraged Canadians to support Canadian businesses and municipalities have significant purchasing power; however have traditionally been prevented from giving preference to Canadian suppliers;

**And That** Council requests that staff review existing procurement policies and applicable laws to determine if there are existing mechanisms to allow the Township of North Frontenac to offer a preference to Canadian companies for capital projects and other supplies;

**And That** Council instructs the Clerk to provide a copy of this resolution to Scott Reid, MP; John Jordan, MPP; and the Association of Municipalities of Ontario.

### Background:

The election of Donald Trump last month as U.S. President has created an alarming and rapidly changing environment for Canadians. The U.S will soon impose 25% tariffs on all Canadian imports, which will have immediate effects on employment and the need for massive federal financial supports in this country. More alarming, however, is the repeated statement by Mr. Trump that Canada should become the 51st U.S. state. This was at first treated as the joke of a boastful bully. The statement is offensive and deeply insulting to all Canadians. It has been repeated however, and is not a joke, but part of an expansionist new policy directed by an autocrat who does not believe in the value of democracy. The point of this administrative report is to direct our local municipal government to make a public statement, and to urge all Ontario municipalities to make similar public statements, and to put buy-Canadian policies in place wherever possible.

### Researched By:

Deputy Mayor John Inglis.

### Comments:

A municipal government has no direct part to play in the processes of international affairs, but it does have some influence over Provincial government policy. This is especially true when a large number of municipalities speak together. The Province of Ontario has had a loud and vocal response to recent U.S. economic aggression, including threats of counter-tariffs on U.S. imports, boycotts, restriction of critical mineral exports, and restriction of electricity exports. It is therefore important that Provincial strategists and policy makers be aware of municipal resolve as they continue to respond to American actions . In regard to statements about Canada becoming a 51st state, this municipality should publicly resolve that Canada will remain a sovereign nation and that no other level of government should ever consider or discuss any possibility of union with the U.S.

In addition, future purchases of vehicles and equipment should, wherever possible, look for manufacturers outside the U.S.

### **Financial Impact:**

There will be greater Federal and Provincial debt resulting from tariff unemployment, and this will lead to higher taxation at these two levels of government. It will also cause more provincial downloading and restrictions in grants that the township has been used to. Divestment of U.S. investments may lead to reduced returns. Choosing non-U.S. sources for vehicles and equipment may result in longer delays and higher prices.

**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:** 21 Feb 2025  
**Re:** Shore Road Allowance Closure and By-law - Scaletta and Smith/Demoe

### 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 –Scaletta and Smith/Demoe";

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

- All That Part of the Road Allowance in front of Lot 23, Concession 6, and Block A on Registered Plan 1090, geographic Township of Barrie, being Part 2 on Registered Plan 13R-23291 (Kashwakamak Lake); and
- All Those Parts of the Road Allowance in front of Lot 16, Concession 1, geographic Township of South Canoto, Township of North Frontenac, County of Frontenac being Parts 4 and 5 on Registered Plan 13R-22057 (Palmerston Lake)

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

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

### Background:

#### **T1/569/24 - Scaletta**

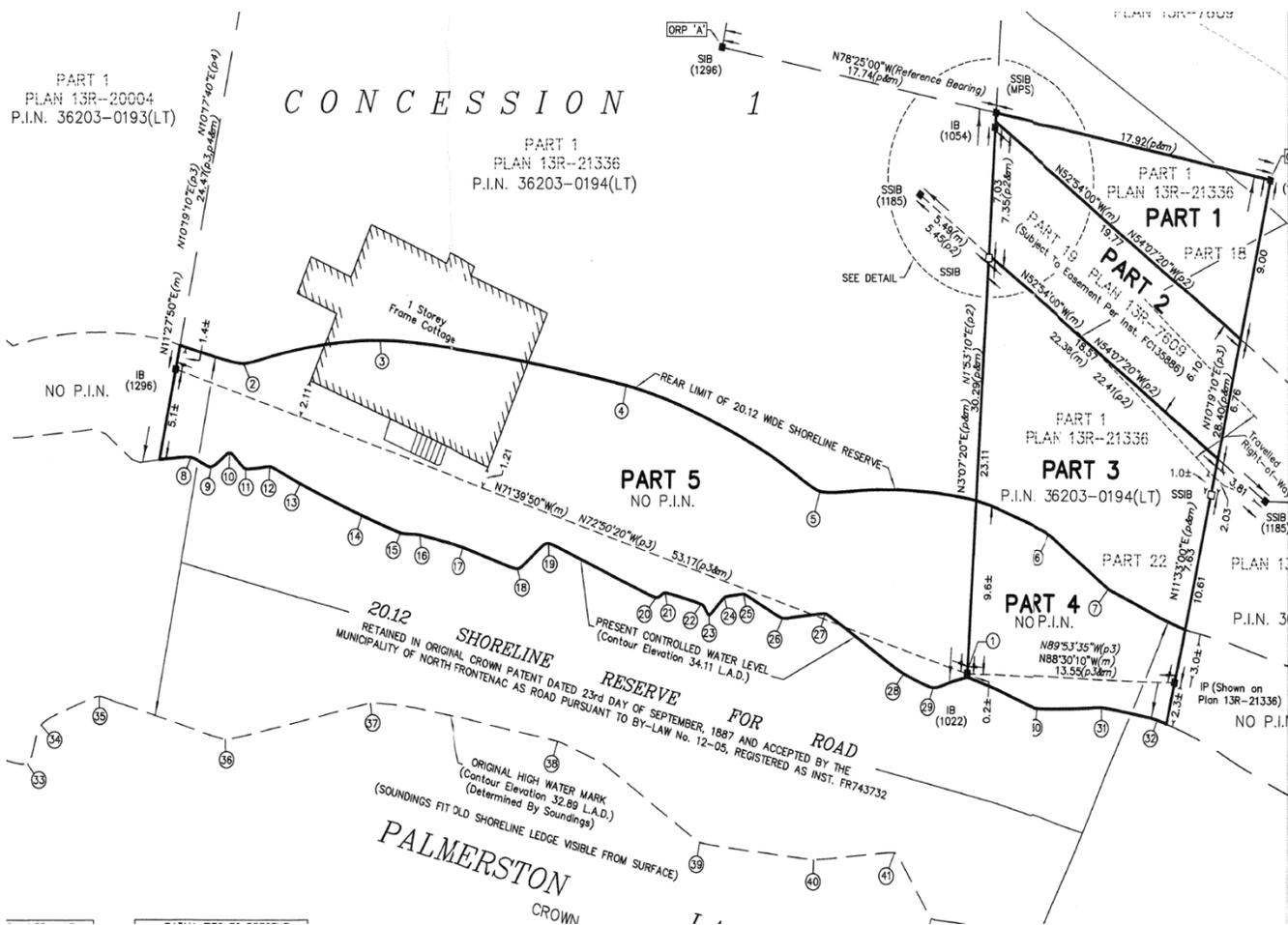
An Application was submitted by Wayne and Jessica Scaletta to purchase the Shore Road Allowance along the shore of Kashwakamak Lake, in front of their property described as lying in front of Lot 23, Concession 6, and Block A on Registered Plan 1090, geographic Township of Barrie, being Part 2 on Registered Plan 13R-23291(see location map and survey).

Council passed Resolution #390-24 on November 22, 2024, approving in principal the above noted Shore Road Allowance. Notice was provided in accordance with Sale and Disposition of Land Policy (By-law #20-23).



Council passed Resolution #215-20 on May 29, 2020, approving in principal the above noted Shore Road Allowance. Notice was provided in accordance with Sale and Disposition of Land Policy (By-law #110-13). During the notification process, Township staff were advised of title issues requiring correction prior to the sale and closure of the Road Allowance. At the meeting on October 23, 2020, Council deferred a decision until the matter had been resolved.

In November 2024, Township staff were advised the matter had been resolved and the applicants wished to continue with the closure of the Road Allowance. Due to the length of time from the original notice, public notification was provided as per the Sale and Disposition of Land Policy (By-law #20-23).



**Researched By:**

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

**Comments:**

None.

## Financial Impact:

### Scaletta

As per Fees and Charges By-law #2024-68, the administrative fee for a Shore Road Allowance is \$1,000.00 plus \$130.00 HST for a total of \$1,130.00 and was collected from the Applicants 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 #2024-68.

### Smith/Demoe

The Application was submitted in 2019 and subject to the Fees and Charges By-law at that time.

As per Fees and Charges By-law #43-19, the administrative fee for a Shore Road Allowance was \$1,000.00 plus \$130.00 HST for a total of \$1,130.00. This fee was collected from the Applicants on August 12, 2020.

The Township will receive Land Costs for the sale of the Shore Road Allowance in accordance with the Fees and Charges By-law #43-19.

## 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:** 21 Feb 2025  
**Re:** Concession and Shore Road Allowance Application for Approval in Principle – Boyle, Bond and Johnson

### Recommendation:

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

**And That** Council approves in principle the Application to close, stop up and sell the Concession Road Allowance described as Part of the Concession Road Allowance between Concessions 6 and 7, geographic Township of Barrie (Kashwakamak Lake), shown as Part 1 on Registered Plan 13R-21377 and the Shore Road Allowance between the Concession Road Allowance and Kashwakamak Lake being Part 2 on Registered Plan 13R-21377.

### Background:

At the meeting held November 22, 2024, Council passed the following Resolution:

**386-24 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 "2182 Myers Cave Road - Johnson, et al - Concession Road Allowance - Proposed Land Exchange - Update";

**And That** Council is agreeable to continuing with the land exchange provided the property owners complete the following:

- Meet with the Public Works Manager (PWM) by December 16, 2024 to review the proposed location of the land to be transferred to ensure the location is suitable for access from Myers Cave Road to the water;
- Submit a draft survey to the Township for review by April 30, 2025;
- Enter into a Licence Agreement with the Township, until the Concession Road has been closed and transferred from the Township;

**And That** Council authorizes the Mayor and Clerk to sign the Licence Agreement including the terms and conditions listed in the sample Agreement provided with this report.

**Carried**

### Researched By:

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

## Comments:

On November 27, 2024, the agent of the subject property advised the owners would like to purchase the Concession Road Allowance. Staff advised it would be a Council decision to sell the road allowance. On December 12, 2024, the Clerk's Department received a complete Application. A Licence Agreement was also completed, permitting the owners use of the unopened Road Allowances on which there are constructed buildings.

The following is a summary of the information provided by the applicant regarding Application T1/572/24 – 2182 Myers Cave Road:

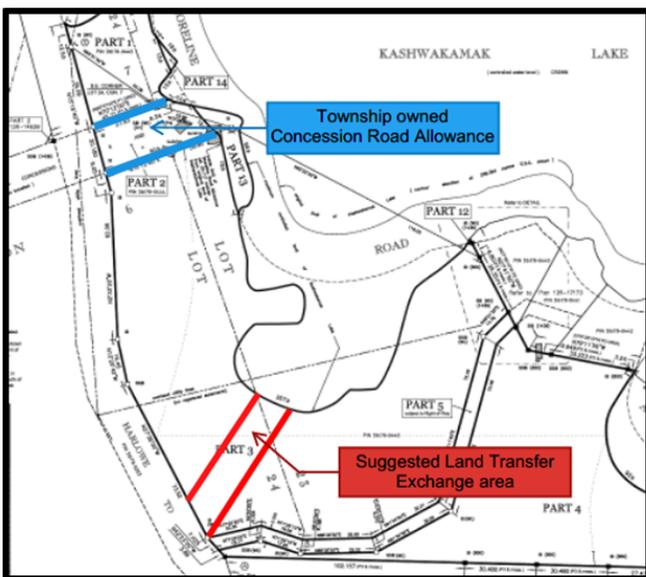
- The Road Allowance has never been used as a public road;
- The closure and sale of the road will not prohibit access to any other property; and
- There are no easements or restrictive covenants affecting the closure of this Road Allowance.

The Municipal Road Allowance Inspector's Inspection Form dated January 19, 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; and
- it will not be necessary to make provisions for alternate access for anyone using this road as an access.

He also advised there are four public boat launches providing access to Kashwakamak Lake (Myers Cave Road, Koch Kove Lane, Kashwakamak Lake Road and Browns Bay Lane). One of these is in close proximity to the Road Allowance. Therefore; the sale and closure of the Road Allowances will not impact public access to Kashwakamak Lake.

Initially a Land Exchange was proposed between the property owners and the Township (see Figure A). Due to the shoreline terrain and marshy and shallow nature of the portion proposed to be given to the Township (shown in red), it is unlikely the area would be suitable for public access to the lake.



The survey showing Parts 1 and 2 (Figure B) and the location map of the subject property (Figure C) are shown below:



**Financial Impact:**

The Applicants provided the Administrative Fee 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.  
**Approved by:** Corey Klatt, Chief Administrative Officer  
**Date of Meeting:** 21 Feb 2025  
**Re:** Senior of the Year Award - 2025 Nominations

### Recommendation:

**Be It Resolved That** Council receives for information the Clerk/Planning Manager’s Administrative Report entitled “Senior of the Year Award – 2025 Nominations”;

**And That** this award gives the Municipality the opportunity to honour one of our outstanding local seniors for the contributions they’ve made to enrich the social, cultural and civic life of our community;

**And That** Council nominates \_\_\_\_\_ as Senior of the Year; and instructs the Clerk to submit the Application prior to the April 30, 2025 deadline;

**And That** Council wishes to participate in the Ontario Senior Achievement Award in 2025 as it recognizes an individual for significant contributions to their community after the age of 65;

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

### Background:

The Minister of Seniors and Accessibility invites the Township to submit a nomination for the Senior of the Year Award on an annual basis. This award is given by the Municipality, through nomination, and resolution, to recognize an outstanding senior who, after the age of sixty-five (65), enriches the social cultural or civic life of the community.

The Township of North Frontenac has been honoring seniors in our community since 2013. Previous Award recipients were:

- 2024 - Harriet Riddell
- 2023 – Marily Seitz
- 2022 – Brenda Martin
- 2019, 2020 and 2021 – No Nominees
- 2018 – Terry Good
- 2017 – Barbara Sproule
- 2016 – Eileen Flieler
- 2015 – No Nominee
- 2014 – Marie White

- 2013 – Edith Beaulieu

## Researched By:

Tara Mieske, Clerk/Planning Manager

## Comments:

### Senior of the Year Award

Nominations are now open for the 2025 senior of the Year Award and will close on April 30, 2025.

Council is to consider those in our community who would fall into this category (see eligibility requirements below) and provide nominations to the Clerk. The Clerk's Department will submit an Application to the Minister of Seniors and Accessibility on behalf of Council. Upon receiving the submission, the Minister of Seniors and Accessibility will contact us regarding our submission and provide a certificate by email. The Certificate is to be presented to the nominated individual at a Public Meeting of Council.

Eligibility requirements for the nominees are as follows:

- Must be at least 65 years of age;
- Must be a resident of Ontario;
- Must be a living person who has made their community a better place to live;
- Must be nominated by a Municipality in Ontario.

You cannot nominate:

- yourself;
- someone who has passed away;
- elected federal, provincial, municipal representatives or political appointees.

### Ontario Senior Achievement Award

In researching the Senior of the Year Award, it was discovered the Ontario Government offers another award for seniors being the "Ontario Senior Achievement Award".

This award recognizes individuals for significant contributions to their communities after the age of 65. Up to 20 individuals are recognized each year. The deadline to submit nominations is June 15, 2025.

Eligibility requirements for the nominees are as follows:

- Must have contributed to the community after the age of 65
- Must be a resident of Ontario

Seniors who qualify for this award may have contributed to many different fields such as the arts, literature, community service, volunteering, education, environment, fitness, and humanitarian activities.

You cannot nominate:

- yourself
- someone who has passed away
- someone currently holding political office
- elected federal, provincial, municipal representatives or political appointees

### Required information

To submit a nomination, you will need to provide:

- The nominee's first name, last name, address, email and phone number.
- A detailed description of the nominee's achievements and why they should receive the award.

- At least two signed testimonial letters. The letters must be from two different people who are not the nominator. An electronic signature or scanned copy of the signed letters are acceptable. The testimonial writers should:
  - know the nominee
  - be able to explain the value and impact of the nominee's achievements
  - support the nomination
- The testimonial writers' first name, last name, email address and phone number.

### **Public Request**

On April 9, 2024 the Clerk's Department received an email from Mike Hage, as follows:

"I would like council to consider nominating Lois Emond in 2025 for the Senior of The Year Award.

Lois Emond heads the Foodbank in our rural area (Land O'Lakes), and has been doing that for the past 15 years.

Lois is professional, engaging, encouraging and, her leadership skills are evident, as is her commitment to the bettering of the community.

We live in an area where there is a large venerable community with limited access to transportation. With every increase in the cost of living, more people are arriving to deprivation levels. It is through the Foodbank that they survive and sustain their lives and their families.

The operation which Lois took over 15 years ago was a very different one; in fact the Foodbank could not sustain the needs in the community. She found way after way to advocate and build relationships with Feed Ontario and Food Bank Canada ensuring there was always an abundance of nutrients available to the community.

However, in forging these relationships, Lois and her husband travel every week (summer or winter) for over 200 miles to receive the items - using her own means of transportation, without compensation. She then organizes the work of the volunteers (many of whom volunteer because they see in Lois the devotion, care and organization needed to support the community). Lois provides the guidance, the drive for many. When witnessing a leader, on a daily basis, working tirelessly, that is the motivation needed.

What is most important is that 15 years of repeating the same operation: looking after volunteers and ensuring their commitment, doing weekly runs to secure food, rationing and ensuring every family received their needs is exceptional to say the least. To do that and expect no return, no thanks, no recognition is even more remarkable. And that, in her quiet reserved self, is who Lois actually is: a humanitarian whose sole reason for giving, is giving itself. And for that long-term dedication and care, I nominate her to the Senior of the Year Award."

### **Financial Impact:**

There is no cost to submit a nomination. There is usually refreshments provided at this meeting with an approximate cost of \$100 dollars. Also, the Township provides flowers and/or a gift basket to the recipient with an approximate cost of \$30 dollars which is included in the Sundry Budget.

If Council chooses to apply for the Ontario Senior Achievement Award similar costs would be associated with this presentation.

## Strategic Implications:

Vibrant and Inclusive Community

**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:** 21 Feb 2025  
**Re:** To Sign the Statement of the Municipality as Part of the Application for Environmental Compliance Approval – Fernleigh Lodge

### Recommendation:

**Be It Resolved That** Council receives for information the Clerk/Planning Manager’s Administrative Report entitled “To Sign the Statement of the Municipality as Part of the Application for Environmental Compliance Approval – Fernleigh Lodge”;

**And That** Council will consider a By-law later in the Meeting to authorize the Mayor and Clerk to sign the Statement of the Municipality as part of the Application for Environmental Compliance Approval;

**And That** in the future, if the Planner's review of the proposal determines the development proposed under the ECA submission complies with the relevant policies of the Official Plan and Zoning By-law, Council authorizes the Chief Administrative Officer or the Clerk to sign the Statement of the Municipality on behalf of the Township. If concerns are identified the Statement of Municipality shall be provided to Council for consideration.

### Background:

The owners of Fernleigh Lodge have submitted an application for Environmental Compliance Approval (ECA) to the Ministry of Environment Conservation and Parks (MECP).

The purpose of the application is to:

- add two new distribution pipes to an existing sewage system,
- construct two new leaching beds and,
- construct a new Class 2 treatment system.

The ECA process (Form Section 1.5: Statement of the Municipality) requires the local municipality to confirm that the proposed use meets the provisions of the Zoning By-law and to ensure that the Municipality has no objections to the proposed work. The statement does not imply technical approval or acceptance of responsibility for the proposed work.

The subject property is known as ‘Fernleigh Lodge’ Located at 1796B South Road Rd; legally described as Part Lot 18, Concession 13 in the Geographic Township of Clarendon; Part 1 to 4, Part 13 and Part 14 on Registered Plan 13R-18557.

The property is approximately 4.2 hectares (10.4 acres) in area with approximately 310 metres (1,015 feet) of waterfront on Kashwakamak Lake

As outlined in the Brief provided by the Applicant (Attachment 2) the subject property has supported a cabin rental business for over one hundred years. The property is developed with a number of rental cabins, accessory buildings, docks, and internal roads.

#### **Researched By:**

Dmitry Kurylovich, Project Manager/Senior Planner, Planning and Economic Development, County of Frontenac.

#### **Comments:**

The existing cabin rental business is defined as a Tourist Establishment under Township Zoning By-law Number 55-19.

The subject property is zoned as Recreational Commercial (RC). Tourist Establishments are permitted on properties zoned RC.

Section 3.1.1.c.iv of the Zoning By-law requires all sewage systems to be located at least 30 metres (98.4 feet) from the highwater mark of any water body. The sewage systems proposed by this application are located more than 30 metres (98.4 feet) from the water.

The Official Plan designation of the subject property is Waterfront Area and Mineral Aggregate Resource Constraint Overlay. The Official Plan permits Recreational Commercial uses within the Waterfront Area.

County planning staff are of the opinion that the development proposed under this ECA submission complies with the relevant policies of the Township Official Plan and the provisions of the Township Zoning By-law.

In cases where the Planners review the proposal and it is determined the development proposed under the ECA submission complies with the relevant policies it is recommended to make the process more efficient, the signing of the Statement of the Municipality be delegated to the CAO and/or Clerk throughout the future. If concerns are noted by the Planners the proposal should be provided to Council for consideration.

#### **Financial Impact:**

None.

#### **Strategic Implications:**

Economic Prosperity.

#### **Attachments:**

[Attachment 1 - Eca Submission fernleigh](#)

[Attachment 2 - BRIEF Fernleigh20231118](#)

[Attachment 3 - Key Map and Air Photo](#)

[Attachment 4 - Site Plan fernleigh20231224-SP1 SITE](#)

## HAMBLY GROUP

DIVISION OF 8436550 CANADA CORPORATION  
TEL 613 374 1746  
Email [evtrought@gmail.com](mailto:evtrought@gmail.com)

1104 CEDARWOODS DR., VERONA, ONTARIO

CELL 613 536 9118

Kevin Phillips  
Fernleigh Lodge  
Cloyne  
North Frontenac, ON  
K0H 1K0

7 November 2023

Reference: 1796B South Rd., Cloyne, Ontario

Subject: **Brief for Environmental Compliance Approval Application**

### **Background**

This cabin rental business has been operating for over one hundred years. From its inception till the latest pandemic, it has been an American destination for fishing and resting at the cabins. Many of the groups purchased meal packages where they would buy lunches to take on their fishing trip and later meals that could be eaten at the kitchen/restaurant.

The camp site grew over the years. The operation began prior to building codes and health units. The earliest septic systems were constructed as per the 'art' of the day. There were no drawings and this was prior to permits.

A new permitted system was installed in 1998. This application/design is attached. The system's capacity is 9000 litres, where the 'T'=3.8 min/cm. The entire lot is covered in sand soil. The total length of distribution pipe is 172 metres.

### **Current Operation**

Since the pandemic, the operation has extended its marketing plan to the Canadian market. In this marketing direction, the operation has upgraded the cabins to include insulation, bathrooms and kitchenettes. There is no demand for restaurant prepared food. The marketing has expanded to attract winter rentals for ice fishing and snowmobiling.

The restaurant service has been reduced to service on selected days with limited seated service - a capacity of a posted nine. Most meals are take out - back to their cabins.

Additional cabins are to be added to the existing leaching bed that will require the addition of two more runs of distribution pipe. The header must be modified to accommodate the added runs of pipe.

A new leaching bed is proposed to treat the sanitary waste from nine cabins giving 18000 litres per day. A smaller leaching bed is proposed to treat the waste from two buildings, giving a total daily design flow of 2500 litres.

The grey water will be treated in three Class 2 systems of 9.14 metres in length, one metre deep and 600 mm to 1000 mm wide.

A detail section for all these systems is provided.

The total sanitary design flow to the Class 2 and Class 4 systems is 35125 litres per day.

Regards,



Edward Trought, P. Eng.  
For HAMBLY GROUP

attachment - plans



Complete the sections as shown below.

- Section 1: Applicant Information
- Section 2: Project Information
- Section 3: Regulatory Requirements
- Section 4: Site Information
- Section 5: Facility Information
- Section 6: Supporting Documentation and Technical Requirements
- Section 7: Authorization
- Section 8: Payment Information

Fields marked with an asterisk (\*) are mandatory.

## 1. Applicant Information

### 1.1 Applicant Information

Applicant Type \*

- Corporation       Individual       Federal Government       Municipal Government  
 Partnership       Provincial Government       Sole Proprietor  
 Other (specify) \_\_\_\_\_

Applicant Name (Legal name of individual or organization as evidenced by legal documents) \*

KP Corporation 2833759

Select if Business Name same as Applicant Name

Business Name \*

Fernleigh Lodge

Business Number \*

751147

Business Website Address

www.fernleighlodge.com

Primary North American Industry Classification System (NAICS) Code \*

72

Other NAICS Code

72

Separate list attached?

Yes  No

Business Activity Description

Fishing and Family Lodge

✓ Completion Status (1.1 Applicant Information)

### 1.2 Applicant Physical Address

Address Type? \*

Civic Address       Survey Address

**Civic Address**

Unit Number

Street Number \*

1796 B

Street Name \*

South Rd.

**Survey Address**

Enter Lot and Concession or Part and Reference Plan

Lot	Concession	Part	Reference Plan
-----	------------	------	----------------

Municipality/Unorganized Township *		County/District		
North Frontenac		Frontenac County		
Province/State *		Country *		Postal/Zip Code *
Ontario		Canada		H0H1K0
Telephone Number *	Fax Number	Mobile Number	Email Address *	
613-479-5566 ext.	613 319-2964	613-827-8615	info@fernleighlodge.com	

**Geo Reference**

Description of location	Map Datum	Zone	Accuracy Estimate	Geo-Referencing Method	UTM Easting	UTM Northing
Southwest corner of property	NAD83	18	2 metres +/-	WGS84	-77.00	44.87
Physical location of front door or main entrance	NAD83	18	2 metres +/-	WGS84	-77.00	44.87

✓ Completion Status (1.2 Applicant Physical Address)

**1.3 Applicant Mailing Address**

Select if same as Physical Address

Unit Number	Street Number *	Street Name *
	1796 B	South Rd.
Delivery Designator	Delivery Identifier	Postal Station

Municipality/Unorganized Township *		County/District		
North Frontenac		Frontenac County		
Province/State *		Country *		Postal/Zip Code *
Ontario		Canada		H0H1K0
Telephone Number *	Fax Number	Mobile Number	Email Address *	
613-479-5566 ext.			info@fernleighlodge.com	

✓ Completion Status (1.3 Applicant Mailing Address)

Fields marked with an asterisk (\*) are mandatory.

---

## 2. Project Information

---

### 2.1 Project Name and Description

Project Name \*

Fernleigh Lodge on Site Sewage Treatment

Project Description Executive Summary \*

A 100 yr operation of cabin rentals has a fix of permitted sewage treatment and old unknown sanitary treatment of unknown configuration. Currently there is no ECA approval nor application. The total sewage generated is approximately 17000 litres +/- <sup>35125 l/w</sup>. This proposal suggests adding a run to the approved bed, constructing 2 more septic beds and constructing one small Class 2 treatment bed for the laundry room.

Supplemental Application Information (select information button for required information for this field) \*

The owner plans to begin this spring to add onto the existing permitted tile bed and connect the 3-Manor cabins and lodge to this altered system; and to construct the Class 2 treatment system for the laundry. The Fernleigh Lodge is an ongoing operation. Currently all the sanitary is treated. There are no indications of "break out". The proposed new large bed is planned to be installed no later that spring of 2025, with the smaller bed no later than the spring of 2026. This construction would be implemented soon should there be any sign of bed deterioration or "break out". There have been pre-consultations with Craig Dobiech from the Kingston Regional office. A copy of this application will be sent to the MOE Regional Office as well as the MOE Head Office in Toronto.

This application seeks approval to treat approximately <sup>35125 l/w</sup> 17,000 design daily flow of sewage. This proposes:

1. to add a run of distribution pipe of equal length to existing pipe in this bed,
2. construct a new distribution bed for the balance [less two] of the cabins,
3. construct a small bed to the last two cabins on the east and north,
4. construct a Class 2 treatment for the laundry room - clothes washer effluent.

✓ Completion Status (2.1 Project Name and Description)

### 2.2 Application Type

Type \*

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> New ECA  | <input type="checkbox"/> Technical Amendment to existing ECA (including extending the cessation or expiry date of an existing ECA that is not expired) |
| <input type="checkbox"/> Revocation of existing ECA  | <input type="checkbox"/> Administrative amendment to existing ECA  |
| <input type="checkbox"/> Application for renewal of operational flexibility or limited operational flexibility | <input type="checkbox"/> Consolidation of existing ECAs  |

Is this application for the addition of a new project type to the site or a new municipal waste category/class code to the waste management systems or a new sewage facility type?

Yes  No

Is this application for Transfer of Review? \*

Yes  No

✓ Completion Status (2.2 Application Type)

### 2.3 Project Type

Project Type (Select all that apply) *	Operational Flexibility?	Pilot Project?
<input type="checkbox"/> Air - Stationary	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Air - Mobile	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Noise	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Vibration	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Waste Disposal Site - Landfill site	N/A	<input type="checkbox"/>
<input type="checkbox"/> Waste Disposal Site - Transfer site	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Waste Disposal Site - Processing site	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Waste Disposal Site - Composting site	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Waste Disposal Site - Thermal Treatment site	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Waste Disposal Site - Hauled Sewage Disposal Site	N/A	<input type="checkbox"/>
<input type="checkbox"/> Waste Disposal Site - Processed Organic Waste (Biosolids) Land Application Site	N/A	<input type="checkbox"/>
<input type="checkbox"/> Sewage - Industrial	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Sewage - Municipal	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Sewage - Private	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Waste Management System - General Waste Management System	N/A	<input type="checkbox"/>
<input type="checkbox"/> Waste Management System - Hauled Sewage (Septage)	N/A	<input type="checkbox"/>
<input type="checkbox"/> Waste Management System - Processed Organic Waste for transport to an agricultural or non-agricultural site for storage or land application	N/A	<input type="checkbox"/>
<input type="checkbox"/> Waste Management System - Mobile Waste Processing	N/A	<input type="checkbox"/>
<input type="checkbox"/> Cleanup of contaminated sites - Mobile	N/A	<input type="checkbox"/>
<input type="checkbox"/> Cleanup of contaminated sites - Site specific	N/A	<input type="checkbox"/>

Completion Status (2.3 Project Type)

### 2.4 Approval Information

Reason for Application / Application initiated by \*

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Applicant                        | <input type="checkbox"/> S. 20.18 Order (attach copy)                                |
| <input type="checkbox"/> Condition of existing approval              | <input type="checkbox"/> Provincial Officer Order (attach copy)                      |
| <input type="checkbox"/> Inspection Report (attach copy)             | <input type="checkbox"/> Extend the cessation date or expiry date of an existing ECA |
| <input type="checkbox"/> ECA Review Notice from Director (EPA s20.4) | <input type="checkbox"/> ECA Review Required by Regulation (EPA s20.4)               |
| <input type="checkbox"/> Other (specify) _____                       |  |

**Current Environmental Compliance Approvals that may be changed or amended by this application:**  N/A

Environmental Compliance Approval Number	Date of Issuance (yyyy/mm/dd)	Cessation/Expiry Date (yyyy/mm/dd)

Separate list attached?

Yes  No

**Other proposed Environmental Compliance Approvals related to this project:**  N/A

Project Type	Ministry Reference Number (if applicable)	Have Submitted	Have not Submitted
		<input type="checkbox"/>	<input type="checkbox"/>

Separate list attached?

Yes  No

✓ Completion Status (2.4 Approval Information)

### 2.5 Other Approval/Permits for Facility

List all other instruments (approvals or permits) issued by the Ministry of the Environment, Conservation and Parks or applied for under the *Environmental Protection Act*, *Environmental Assessment Act*, *Ontario Water Resources Act* and *Safe Drinking Water Act, 2002* and any Environmental Activity and Sector Registrations that are relevant to this application.  N/A

Instrument Type	Instrument Number/ Application Reference Number	Approval or Application Date (yyyy/mm/dd)	Cessation/Expiry Date (yyyy/mm/dd)

Separate list attached?

Yes  No

List all other instruments (approvals or permits) issued by an agency, municipality or another ministry that are relevant to this application.  N/A

Issuing Agency	Approval or Permit Name	Approval or Permit Number	Issued Date (yyyy/mm/dd)
KFL&A	Phillips, Kevin	CLM-23-15	2015/12/07

Separate list attached?

Yes  No

✓ Completion Status (2.5 Other Approval/Permits for Facility)

### 2.6 Technical Contacts

#### Technical Contact 1

Area of Responsibility (Select all that apply) \*

Air  Noise/Vibration  Sewage  Waste

Name of Technical Contact

Last Name \*

Trought

First Name \*

Edward

Company \*

HAMBLY GROUP

#### Address Information

Select if same as Applicant Mailing Address

#### Civic Address

Unit Number

Street Number \*

1104

Street Name \*

Cedarwoods Dr

Delivery Designator

Delivery Identifier

Postal Station

Verona

Municipality/Unorganized Township \*

South Frontenac

County/District

Frontenac

Province/State \*

Ontario

Country \*

Canada

Postal/Zip Code \*

K0H2W0

Telephone Number \*

613-374-1746

ext.

Fax Number

Mobile Number

613-536-9118

Email Address \*

evtrought@gmail.com

✓ Completion Status (2.6 Technical Contacts)

Fields marked with an asterisk (\*) are mandatory.

### 3. Regulatory Requirements

#### 3.1 Environmental Bill of Rights (EBR) Requirements

Is this an application for a classified instrument identified in Section 5 of [O. Reg. 681/94](#), under the Environmental Bill of Rights, 1993 (EBR)? \*

Yes  No

If yes, an exception to the requirement to post a proposal notice on the Environmental Registry may apply. These exceptions are set out in the EBR. If you believe an exception may apply to your proposal, please identify which circumstance may be applicable and provide the appropriate supporting information. The information you provide is for background purposes; the Ministry will evaluate the information and determine whether an exception does in fact apply.

- This proposal has been considered in a substantially equivalent process of public participation. (EBR, 1993, s.30.). Please provide a description of any processes of public participation that you engaged in, that were substantially equivalent to the process required under the EBR, in respect of the environmentally significant aspects of the ECA application, including:
- The type of public participation
  - How, where and when the process of public participation was conducted
  - The number of participants
  - The type of comments received
  - Actions you took as a result of the comments
  - Whether ministry staff were involved in the process

Please also include documentation verifying the process of public participation.

Was the public participation process carried out in fulfillment of the requirements related to an approval under the *Planning Act*?

Yes  No

If yes, was the *Planning Act* approval related to a plan of subdivision?

Yes  No

- This proposal is for an emergency situation. (EBR, 1993, s. 29.). Please provide details about why a delay that would result from posting a proposal for the ECA on the Environmental Registry would result in (a) danger to the health or safety of any person; (b) harm or serious risk of harm to the environment; or (c) injury or damage or serious risk of injury or damage to any property
- This proposal is for an amendment to or revocation of an existing Environmental Compliance Approval that is not environmentally significant. (EBR, 1993, s. 22 (3).) Please provide details about why the effect of the amendment or revocation on the environment is insignificant.
- This proposal has been subject to or exempted from Environmental Assessment Act (EAA) Requirements or considered in a decision of a tribunal. (EBR, 1993, s. 32.) Please provide a description of why the ECA would be a step toward implementing an undertaking or other project that is (a) subject to, or exempted from, a decision made under the EAA; or (b) approved by a decision made by a tribunal after affording an opportunity for public participation.
- Check here if you do not believe any of the above circumstances apply to your proposal.

✓ Completion Status (3.1 Environmental Bill of Rights (EBR) Requirements)

#### 3.2 Environmental Assessment Act (EAA) Requirements

If you indicate this proposal has been subject to, or exempted from, EAA Requirements, provide proof the proposal has met the EAA Requirements or has been exempted.

For more information on environmental assessment requirements please visit <https://www.ontario.ca/page/environmental-assessments>.

Is the proposed undertaking subject to the requirements of the EAA? \*

Yes  No

If yes, please select one of the following:

The proposed undertaking has fulfilled the requirements of the EAA through the completion of a Class EA process

Name of Class EA \_\_\_\_\_

Schedule/Group/Category (if applicable) \_\_\_\_\_

If applicable, please submit a copy of the proof of completion (for example, Notice of Completion).

Was a section 16 order (previously named a Part II Order), under the EAA requested, considered (e.g. Notice of Proposed Order) and/or made on/for the undertaking?

Yes  No

If yes, please submit a copy of the relevant documentation.

The proposed undertaking has fulfilled all of the requirements for the EAA through:

Select all that apply:

completion of an Environmental Screening Process pursuant to O. Reg. 101/07 of the EAA

completion of an Environmental Screening Process pursuant to O. Reg. 116/01 of the EAA

Was the undertaking subject of an elevation request(s)?

Yes  No

If yes, please submit a copy of the Director's decision letter. If an appeal was made to the Director's decision, please also submit a copy of the Minister's decision letter.

completion of an Environmental Screening Process pursuant to O. Reg. 231/08 of the EAA

Was the undertaking subject of an objection(s)?

Yes  No

If yes, please submit a copy of the Minister's decision letter.

The proposed undertaking has fulfilled the requirements of the EAA through the completion of an individual Environmental Assessment.

Please submit a copy of the signed Notice of Approval.

Was the undertaking exempted from the requirements of the EAA?

Yes  No

The proposed undertaking has fulfilled the requirements of the EAA through an exemption provided under:

Select one of the following

Section \_\_\_\_\_ of Ontario Regulation No. \_\_\_\_\_ or

Declaration/Exemption Order Number \_\_\_\_\_

If Regulation, Declaration Order or Exemption Order does not refer directly to this undertaking, please provide supporting documentation to explain why it applies to this facility

✓ Completion Status (3.2 *Environmental Assessment Act* (EAA) Requirements)

### 3.3 Consultation/Notification

**Indigenous Consultation:**

- Is the proposed project/activity on Crown land or does/would it alter access to Crown land? \*  Yes  No
- Is the proposed project/activity in an open or forested area where hunting, trapping or plant gathering could occur? \*  Yes  No
- Does the proposed project/activity involve the clearing of forested land? \*  Yes  No
- Could the proposed project/activity impact a water body (e.g., direct discharge) or alter access to a water body? \*  Yes  No
- Could the proposed project/activity impact cultural heritage or archaeological resources, or access to them? \*  Yes  No
- Is the proposed project/activity adjacent or close to a First Nation Reserve? \*  Yes  No
- Is the applicant aware of any concerns from Indigenous communities about this proposed project/activity? \*  Yes  No
- Were there conditions placed, or direction provided, in another (or previous) permit or approval for consultation in relation to this project/activity? \*  Yes  No
- Based on the online Guide to Applying for an Environmental Compliance Approval, or direction provided by the Ministry or another agency, are Indigenous consultation activities likely required as part of this application process? \*  Yes  No

If Yes to the question above, please describe the consultation/notification activities undertaken for this application or as part of another process (e.g., EAA) in relation to the proposed project/activity, including a summary of the notification/consultation, First Nation and Métis communities contacted, key issues raised and how they were addressed, any changes to the project as a result of these activities, and any planned consultation/notification activities in the future.

Please attach supporting documents (e.g., record of consultation, delegation letter and/or direction provided by the Crown, materials provided to communities, meeting notes and agendas, correspondence with communities as appropriate).

If the applicant has determined that consultation with First Nation and Métis communities is not likely required for the proposed project/activity, please provide a rationale why: \*

This proposal is for subsurface treatment of sanitary waste generated on the same property.

**Other Consultation/Notification:** [Show Information](#)

Has the applicant had a ministry pre-application consultation in relation to the proposed project? \*

- Yes  No

If this application is for a waste disposal site (including for a Hauled Sewage Disposal Site), have the neighbour notification requirements been completed?

- Yes  No

If yes, please attach a Public Consultation/Notification Report that includes the notice and list of recipients.

If no, please select the reason for not undertaking neighbour notification:

Application is for an administrative amendment

other, please explain \_\_\_\_\_

Are there any other consultation/notification activities that have been undertaken to fulfill requirements by other legislation or through voluntary efforts? \*

Yes  No

If yes, please:

1. describe the consultation/notification activities below; and
  2. attach documents describing each of these consultation/notification activities, any changes to the project as a result of these activities and any planned consultation/notification activities in the future.
- 

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✓ Completion Status (3.3 Consultation/Notification)

Fields marked with an asterisk (\*) are mandatory.

#### 4. Site Information

##### 4.1 Site Address or Storage Location

Will the vehicles or equipment be stored at more than one location?

Yes  No

(If yes, please enter all vehicle or equipment storage locations below and attach separate list, as necessary.)

Select if same as Applicant Physical Address

Address Type? \*

Civic Address  Survey Address

##### Primary Civic Address

Unit Number	Street Number *	Street Name *
	1796 B	South Rd.

##### Additional Civic Addresses

Unit Number	Street Number	Street Name

Separate list attached?

Yes  No

##### Primary Survey Address

Enter Lot and Concession or Part and Reference Plan

Lot	Concession	Part	Reference Plan

##### Additional Survey Address

Enter Lot and Concession or Part and Reference Plan

Lot	Concession	Part	Reference Plan

Separate list attached?

Yes  No

Municipality/Unorganized Township \*

North Frontenac

County/District

Frontenac County

Province/State \*

Ontario

Country \*

Canada

Postal/Zip Code \*

H0H1K0

Non-address Information (includes any additional information to clarify the physical location)

##### Geo Reference (required)

Select if same as Applicant Physical Geo Reference

Description of location	Map Datum *	Zone *	Accuracy Estimate *	Geo-Referencing Method *	UTM Easting *	UTM Northing *
Southwest corner of property	NAD83	18	2 metres +/-	WGS84	-77.00	44.87
Physical location of front door or main entrance	NAD83	18	2 metres +/-	WGS84	-77.00	44.87

Completion Status (4.1 Site Address or Storage Location)

**4.2 Site or Storage Location Information**

Site Name \*

Fernleigh Lodge

Days and Hours of Operation \*

24-7

Ministry of the Environment District Office \*

Kingston District Office

Is the site (property) that is the subject of this application owned by the applicant? \*

Yes  No

If no, please include the owner's name, address and a signed document indicating that the applicant has the authority to install and operate the proposed activity, or store vehicles or equipment on the land.

Is the applicant the operating authority of the site that is the subject of this application? \*

Yes  No

If no, please include the operating authority name, address and phone number.

Is the site located in an area of development control as defined by the *Niagara Escarpment Planning and Development Act* (NEPDA)? \*

Yes  No

If yes, please attach a copy of the NEPDA permit for proposed activity.

Is the site within an area covered by the Oak Ridges Moraine Conservation Plan? \*

Yes  No

If yes, please attach proof of municipal planning approval for the proposed activity/work (for example, zoning by-law, letter from municipality, etc.).

Completion Status (4.2 Site or Storage Location Information)

**4.3 Site Zoning and Classification**  N/A

Current Land Use \*

Tourist Commercial

Official Plan Designation \*

Tourist Commercial

Current Zoning (Please attach zoning map, if available.) \*

Waterfront

Adjacent Land Use (select all that apply) \*

Industrial  Agricultural  Commercial  Recreational  Residential

Other (specify) \_\_\_\_\_

Adjacent Land Zoning \*

residential

Does the current zoning permit the proposed activity? \*

Yes  No

Does the applicant have correspondence from the municipality to confirm that the current zoning of the property permits the proposed use? \*

Yes  No If yes, please attach correspondence from the municipality.

Does the official plan designation support the proposed activity? \*

Yes  No

Completion Status (4.3 Site Zoning and Classification)

**4.4 Point of Entry into Ontario**  N/A

(for waste management system vehicles that are stored at an address outside of Ontario)

City in closest proximity to the point of entry

Description of Point of Entry

✓ Completion Status (4.4 Point of Entry into Ontario)

**4.5 Source Protection/Drinking Water Threats** (sewage or waste disposal site applications only)  N/A

Check the source protection area(s) where the activity is/will be located \*

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Ausable Bayfield                 | <input type="checkbox"/> Cataraqui Region                        | <input type="checkbox"/> Catfish Creek         |
| <input type="checkbox"/> Central Lake Ontario             | <input type="checkbox"/> Credit Valley                           | <input type="checkbox"/> Crowe Valley          |
| <input type="checkbox"/> Essex                            | <input type="checkbox"/> Ganaraska                               | <input type="checkbox"/> Grand River           |
| <input type="checkbox"/> Grey Sauble                      | <input type="checkbox"/> Halton                                  | <input type="checkbox"/> Hamilton              |
| <input type="checkbox"/> Kawartha-Haliburton              | <input type="checkbox"/> Kettle Creek                            | <input type="checkbox"/> Long Point            |
| <input type="checkbox"/> Lakehead                         | <input type="checkbox"/> Lake Simcoe and Couchiching/Black River | <input type="checkbox"/> Lower Trent           |
| <input type="checkbox"/> Lower Thames Valley              | <input type="checkbox"/> Maitland Valley                         | <input type="checkbox"/> Mattagami             |
| <input checked="" type="checkbox"/> Mississippi Valley    | <input type="checkbox"/> Niagara                                 | <input type="checkbox"/> North Bay Mattawa     |
| <input type="checkbox"/> Northern Bruce Peninsula         | <input type="checkbox"/> Nottawasaga Valley                      | <input type="checkbox"/> Rideau Valley         |
| <input type="checkbox"/> Raisin Region                    | <input type="checkbox"/> South Nation                            | <input type="checkbox"/> Saugeen Valley        |
| <input type="checkbox"/> Sault Ste. Marie                 | <input type="checkbox"/> Severn Sound                            | <input type="checkbox"/> Sudbury               |
| <input type="checkbox"/> St. Clair Region                 | <input type="checkbox"/> Toronto and Region                      | <input type="checkbox"/> Otonabee-Peterborough |
| <input type="checkbox"/> Outside a source protection area | <input type="checkbox"/> Quinte                                  | <input type="checkbox"/> Upper Thames River    |

Is the proposed activity located or planned to be located in a vulnerable area identified in a local assessment report source protection plan under the *Clean Water Act, 2006*? \*

Yes  No

If yes, what is/are the vulnerable area(s)/zone(s)?

- Wellhead Protection Areas     Surface Water Intake Protection Zones     Highly Vulnerable Aquifers  
 Significant Groundwater Recharge Areas     Issue Contributing Areas

Is the activity being applied for identified as a significant drinking water threat in the assessment report for the local source protection area? \*

Yes  No

✓ Completion Status (4.5 Source Protection/Drinking Water Threats)

**4.6 Receiver of Effluent Discharge** (sewage applications only)  N/A

Intermediate Receiver Name

Watershed Name

Type of Receiver

- Surface Water     Groundwater     Other (specify) \_\_\_\_\_

Has the facility received local Conservation Authority clearance? (for stormwater management facility discharging to the natural environment)

Yes  No

If yes, please include a copy of the Conservation Authority clearance.

**Final Receivers**  N/A

If the proposed activity will discharge sewage to any of the following critical receivers, please identify the receiver(s):

Lake Simcoe  Rideau River  Detroit River  
 Great Lakes  Rouge River  Bay of Quinte  
 Other (specify) \_\_\_\_\_

Is the receiver a Policy 2 receiver?

Yes  No

Does the applicant have a Policy 2 deviation approval from the directors?

Yes  No

If yes, please attach a copy of the Director's approval.

✓ Completion Status (4.6 Receiver of Effluent Discharge)

**4.7 Site Physical and Distance Parameters** (Hauled Sewage Disposal Site and Processed Organic Waste Land Application Site applications only)  N/A

Total Site Area (hectares)

Total Usable Area (hectares)

**Soil T-Time**

What is the estimated soil T-time within the usable area of the site based on field percolation tests or equivalent method? (e.g. grain size analyses). Use the check boxes below for your answer (more than one box can be checked) and provide a copy of the soil evaluation/analysis along with this application.

T-time < 1 minute per cm  T-time > 1 minute per cm and < 50 minutes per cm  T-time > 50 minutes per cm

**Soil Permeability**

Provide an estimate of the soil permeability within the usable area of the site based on field percolation tests or equivalent method (e.g. grain size analyses). Use the check boxes below for your answer (more than one box can be checked) and provide a copy of the soil evaluation/ analysis along with this application.

Slow  Moderate  Moderately Rapid  Rapid

**Average Slope**

Provide an estimate of the slope of the land within the usable area of the site. Use the check boxes below for your answer (more than one box can be checked).

0-3% (Flat)  3-6% (Gentle Slope)  6-9% (Moderate Slope)  >9% (Steep Slope)

Is the land within the usable area tile drained?

Yes  No

**Distance to Sensitive Features**

Please identify whether the distance from the edge of any portion of the site where hauled sewage or processed organic waste will be spread/stored or where hauled sewage will otherwise be deposited (e.g. in a dewatering trench, lagoon, storage) or land applied is:

Within 30 metres of the closest public roadway?

Yes  No

Within 200 metres of the closest surface water body?

Yes  No

Within 90 metres of the closest house on-site?

Yes  No  N/A

Within 90 metres of the closest house off-site?

Yes  No

Within 450 metres of the closest residential area (i.e. cluster of 3 or more houses)?

Yes  No

Within 450 metres of the closest commercial, recreational or institutional use, and locations at which people regularly congregate?

Yes  No

**Distance to Local Treatment Facilities**

Is there a private or municipal sewage treatment plant that accepts hauled sewage located within 50km of this site?

Yes  No  N/A

Is there any other type of private or municipal facility (e.g. biodigester) that accepts and treats hauled sewage located within 50km of this site?

Yes  No  N/A

✓ Completion Status (4.7 Site Physical and Distance Parameters)

Fields marked with an asterisk (\*) are mandatory.

## 5. Facility Information

5.1 Air [Show Information](#)

5.2 Noise

5.3 Sewage Works [Show Information](#)

### 5.3.1 Facility Type - Sewage Works

You must choose at least one of the major facility types: Sewage Treatment Plant; Stormwater Management Facility; Storm, Combined or Sanitary Sewers; Ditches; Forcemains; or Pumping Station.

For Sewage Treatment Plants and Stormwater Management Facilities, select at least one of the sub-choices of project types and, where applicable, provide the category and design capacity.

Choose from among these categories:

"New" for applications for new Sewage Works.

"Category 1 Amendment" for an amendment to an existing treatment plant approval to include additional facilities to increase the approved rated capacity of the plant, including expansion, re-rating or upgrading of an existing facility.

"Category 2 Amendment" for an amendment to an existing treatment plant approval to include additional facilities that do not increase the approved rated capacity of the plant, including new tertiary treatment facilities and the established, alteration, expansion, or replacement of an outfall.

"Category 3 Amendment" for an alteration or replacement of treatment plant equipment or processes that do not involve the addition of new facilities, including:

1. The alteration, extension or replacement of a pumping station, an aeration system, a chemical storage or application system, filter media or a standby power supply system.
2. The provision of additional points of process chemical applications.
3. The provision for odour control equipment.

"Category 4 Amendment" for any other amendment requiring a technical review.

For more information, see: "Pipe Data Form: Watermain, storm sewer, sanitary sewer and forcemain design. Supplement to application for approval for Water and Sewage Works"

Select the type of facility that is the subject of the application (select all that apply). \*

Sewage Treatment Plant (STP)  Stormwater Management Facility

For the following, the applicant must complete and attach the relevant sections of the pipe data form:

Storm Sewers  Ditches  Combined Sewers  
 Force mains  Sanitary Sewers  Pumping Station

Does the pumping station pump directly to a sewage treatment plant?

Yes  No

(If yes, please attach the hydrogeological assessment.)

#### Sewage Treatment Plant Details

Primary  Secondary  Tertiary  
 Receives septage  Constructed/Engineered Wetlands  On-site system  
 Lagoons (check all that apply below)

Septage  Municipal  Other (specify) \_\_\_\_\_

Facility Type \*

Municipal or private facility

Category: \*  New  1  2  3  4

Please indicate the maximum design capacity of the municipal or private sewage treatment plant: \*

$\leq 4,500 \text{ m}^3/\text{day}$    $> 4,500 \text{ m}^3/\text{day}$

Facility for the treatment of leachate

Category:  New  1  2  3  4

Facility for the treatment of industrial process wastewater

Category:  New  1  2  3  4

Facility for the disposal of non-contact cooling water

Subsurface disposal

Please indicate the design capacity of the subsurface disposal: \*

$\leq 15 \text{ m}^3/\text{day}$    $> 15 \text{ m}^3/\text{day}$  and  $< 50 \text{ m}^3/\text{day}$    $> 50 \text{ m}^3/\text{day}$

### Stormwater Management Facility Details

Category:  New  1  2  3  4

Pond Type

Wet Pond  Dry Pond  Other (specify) \_\_\_\_\_

What is the drainage area (in hectares) associated with the proposed activity? \_\_\_\_\_

Does the applicant own all, or part of the drainage area?

Applicant owns all of the drainage area

Applicant owns part of the drainage area

Applicant does not own the drainage area

For the drainage area land that the applicant does not own, does the applicant have an agreement with the owner(s) of the drainage area?

Yes  No

What is the predominant type of land use in the drainage area?

Rural or Agricultural  Commercial or Industrial  Residential

Is a Hydrogeological Assessment required? \*

Yes  No

(If yes, please attach the hydrogeological assessment.)

Is a review of effluent criteria assessment for stormwater management, cooling water or soil remediation facilities required? \*

Yes  No

(If yes, please attach the final effluent criteria accepted by the Regional Office of the Ministry.)

Is a review of effluent criteria assessment for municipal or private sewage, industrial process wastewater or leachate treatment plant required? \*

Yes  No

(If yes, please attach the final effluent criteria accepted by the Regional Office of the Ministry.)

Note: The Hydrogeological Assessment, effluent criteria, and surface water assessment must be discussed and prepared with the Ministry's regional technical support section during a pre-application meeting(s) and consultation(s) with the Ministry. A proof of concurrence from technical support must be included as part of the ECA application package.

✓ Completion Status (5.3.1 Facility Type - Sewage Works)

**5.3.2 Servicing**

The works will provide sewage servicing for (select all that apply): \*

Residential

Residential Type

Subdivision

Condominium

Institutional

Other (specify) \_\_\_\_\_

Is there a Municipal Responsibility Agreement in place?

Yes  No  N/A

(If yes, please attach a copy of the Municipal Responsibility Agreement.)

Commercial

Commercial Type \*

Hotel, Motel, Inn

Campground, Park

Rental Cabins

Resort

Shopping Malls

Restaurant

Highway Service Station/Gas Bars  Other (specify) \_\_\_\_\_

Industrial

Describe \_\_\_\_\_

✓ Completion Status (5.3.2 Servicing)

**5.3.3 Sewage Servicing for Waste Disposal/Landfill Sites**

Does/Will the sewage treatment facility receive waste disposal/landfill site leachate? \*

Yes  No

If yes, please identify the site(s) below.

Name of Site Contributing Leachate	Environmental Compliance Approval Number	Volume of Leachate (m <sup>3</sup> )
1.		

✓ Completion Status (5.3.3 Sewage Servicing for Waste Disposal/Landfill Sites)

✓ Completion Status (5.3 Sewage Works)

**5.4 Waste Disposal Site** (Including a Hauled Sewage Disposal Site or a Processed Organic Waste (Biosolids) Land Application Site)

**5.5 Waste Management Systems (Except Mobile Waste Processing)**

**5.6 Waste Management System - Mobile Waste Processing**

**5.7 Cleanup of Contaminated Sites**

## 6. Supporting Documentation and Technical Requirements

### 6.1 General

Note\*\*: Information contained in this application form (excluding Section 8, payment information) is not considered confidential and will be made available to the public upon request. If the applicant is of the view that any part of the supporting information to this application is confidential on the grounds that such information constitutes a trade secret or scientific, technical, commercial, financial or labour relations information, please make this known in the table below by selecting the appropriate checkbox and providing the explanation for confidentiality in Section 6.10. The Ministry may request a redacted copy of this document for public viewing. Although the applicant may identify the supporting information as confidential, the information is subject to the FIPPA and EBR. If you do not claim confidentiality at the time of submitting the information (i.e. select the appropriate checkbox in the table below), the Ministry may make the information available to the public without further notice to the applicant.

Attachment	Required, Optional or N/A	Attached?	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential/ Not Suitable for Public Viewing
Proof of legal name	Required	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Enhanced EBR description	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Provincial Officer Notice	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Inspection Report	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Detailed project and process description	Required	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Pre-application Consultation Record	Required	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Legal Survey(s)	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Site Plan(s)	Required	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Scaled area location plan(s) with geo-referencing points identified	Required	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Documentation in support of EBR Exception	Required	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	operation has been ongoing for 100 yrs	<input type="checkbox"/>
Proof of Compliance with EAA Requirements	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Proof of Consultation/Notification	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Financial Assurance Estimate	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Name, address and consent of land/site owner for the installation and operation of the proposed activity or storage location of equipment or vehicle	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Name, address and phone number of the Operating Authority	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Copy of NEPDA Permit	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Copy/Proof of Municipal Planning Approval (ORMCA, general)	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Municipal Zoning Confirmation Letter	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Zoning map	Required	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Conservation Authority Clearance	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Director's approval for Policy 2 Deviation	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Application Fee	Required	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>

Attachment	Required, Optional or N/A	Attached?	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential/ Not Suitable for Public Viewing
Other (please describe)	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>

✓ Completion Status (6.1 General)

### 6.2 Air

Attachment	Required, Optional or N/A	Attached?	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential/ Not Suitable for Public Viewing
Emission Summary and Dispersion Modelling (ESDM) Report prepared in accordance with s. 22 and of O. Reg. 419/05 (including signed checklist)	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Electronic copy of the Dispersion Modelling input and output files prepared in accordance with s. 26 of O. Reg. 419/05	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Supporting Information for a Maximum Ground Level Concentration Acceptability Request for Compounds with no Ministry POI Limit - Supplement to Application for Approval, EPA S. 9	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Copies of forms requesting O. Reg. 419/05 instruments and supporting documentation	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Other (please describe)	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>

✓ Completion Status (6.2 Air)

### 6.3 Noise and Vibration

Attachment	Required, Optional or N/A	Attached?	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential/ Not Suitable for Public Viewing
Primary Noise Screening	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Secondary Noise Screening	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Acoustic Assessment Report including signed checklist (AAR)	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Vibration Assessment Report	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Noise Abatement Action Plan	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Other (please describe)	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>

✓ Completion Status (6.3 Noise and Vibration)

**6.4 Sewage Works**

Attachment	Required, Optional or N/A	Attached?	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential/ Not Suitable for Public Viewing
Signed Municipal Responsibility Agreement	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Detailed description of the proposed activities/works	Required	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Notice of Completion for the Environmental Study Report (ESR)	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Design Brief	Required	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Preliminary Engineering Report	Optional	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Final Plans	Required	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Engineering Drawings and Specifications	Required	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Sewage quantity and quality characteristics	Required	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Stormwater Management Report	Required	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Site is unchanged	<input type="checkbox"/>
Stormwater Management Plan	Required	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Site is unchanged no stormwater impact	<input type="checkbox"/>
Hydrogeological Assessment with proof of concurrence from the Ministry's Regional technical support section	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Environmental Impact Analysis	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Final effluent criteria accepted with proof of concurrence from the Ministry's Regional Technical Support Section	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Sewage Works Operational Flexibility Requirements - Engineer's Report	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Sewage Works Operational Flexibility Requirements - Declarations	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Pipe Design Data Form	Required	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	pipe design from OBC12 part 8	<input type="checkbox"/>
Other (please describe)	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>

✓ Completion Status (6.4 Sewage)

**6.5 Waste Disposal Sites**

Attachment	Required, Optional or N/A	Attached?	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential/ Not Suitable for Public Viewing
Design and Operations Report	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Stormwater Management Report	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Hydrogeological Assessment with proof of concurrence from the Ministry's Regional technical support section	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>

Attachment	Required, Optional or N/A	Attached?	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential/ Not Suitable for Public Viewing
Assessment of Physical and Water Use Conditions	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Waste Operational Flexibility Requirements - Engineer's Report	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Waste Operational Flexibility Requirements - Declarations	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Copy of notification to adjacent landowners	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Other (please describe)	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>

#### Hauled Sewage Disposal Sites - Additional Supporting Documentation

Soil Evaluation / Analysis	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Local Groundwater Conditions Report (e.g. well water records, data to support inferred groundwater flow, groundwater monitoring data, hydrogeological assessment with proof of concurrence from the Ministry's regional technical support section)	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Surface Water Assessment Report (e.g. surface water monitoring data, description of aquatic habitat, surface water users, existing stressors, description of proposed measures to minimize risks)	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Map showing location of the site in relation to local features	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>

#### Processed Organic Waste (Biosolids) Land Application Sites - Additional Supporting Documentation

Soil Evaluation / Analysis	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Processed Organic Waste Analysis	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Overview of Beneficial Use and Risk Management Measures	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Map showing location of the site in relation to local features	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>

✓ Completion Status (6.5 Waste Disposal Sites)

#### 6.6 Waste Management Systems

Attachment	Required, Optional or N/A	Attached?	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential/ Not Suitable for Public Viewing
Proof of vehicle and/or equipment ownerships	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Complete Fleet List (list of all vehicles, trailers and equipment used)	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Copy of the Liability Insurance for all vehicles for which insurance is required	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Copy of the storage tank design	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>

Attachment	Required, Optional or N/A	Attached?	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential/ Not Suitable for Public Viewing
Copy of commercial vessel licence	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Description of the physical location where the vehicles transporting biomedical waste are being disinfected	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Drivers Training Manual (for PCB/ Biomedical Waste)	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
A copy of the applicant's Operation Plan including detailed packaging and biomedical waste handling methods	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Contingency and Emergency Procedures Plan (for PCB/ Biomedical Waste/Hauled Sewage (Septage))	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Other (please describe)	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>

✓ Completion Status (6.6 Waste Management Systems)

**6.7 Mobile Waste Processing**  N/A

Attachment	Required, Optional or N/A	Attached?	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential/ Not Suitable for Public Viewing
Design and Operations Report - Mobile Waste Processing of General Waste	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Design and Operations Report - Mobile Waste Processing of Liquid Waste	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Other (please describe)	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>

✓ Completion Status (6.7 Mobile Waste Processing)

**6.8 Cleanup of Contaminated Sites**  N/A

Attachment	Required, Optional or N/A	Attached?	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential/ Not Suitable for Public Viewing
Design Report for Cleanup of Contaminated Sites	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Other (please describe)	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>

✓ Completion Status (6.8 Cleanup of Contaminated Sites)

**6.9 Other Attachments**  N/A

Title	Reference	Confidential/ Not Suitable for Public Viewing
		<input type="checkbox"/>

Is there an attachment of an additional list of attachments?

Yes  No

If there is not enough space to list all of the attachments included in this application package, please include an additional listing of these attachments.

✓ Completion Status (6.9 Other Attachments)

### 6.10 Confidentiality / Not Suitable for Public Viewing

Note\*\* Although the applicant may identify the supporting information as confidential, the information is subject to the FIPPA and EBR.

For each attachment selected in tables 6.1 to 6.9 as having confidential information, provide an explanation for confidentiality / why the attachment(s), or information within the attachment(s) is not suitable for public viewing.

Please provide a redacted copy of this document(s) that can be used for public viewing.

Attachment containing confidential information (i.e. Name of document)	Explanation for Confidentiality	Redacted Copy Attached?	Explanation is Confidential/Not Suitable for Public Viewing
		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/>

✓ Completion Status (6.10 Confidentiality / Not Suitable for Public Viewing)

### Attachments

File Name	Size (MB)	Selected File
		<input type="checkbox"/>
<b>Total</b>		

Please note: The collection of personal information in this application is necessary to administer the Ministry's approvals program, which is authorized pursuant to the *Environmental Protection Act* and the *Ontario Water Resources Act*. The personal information collected in this application will be used to administer the program, including for the purposes of the Ministry's compliance and enforcement activities under the aforementioned acts, and for the purposes of making information in respect of Environmental Compliance Approvals available to the public with the exception of payment information. Questions about the collection of the information can be directed to a Client Service Representative, Client Services and Permissions Branch, 135 St. Clair Avenue West, 1st Floor, Toronto ON M4V 1P5; Telephone outside Toronto 1-800-461-6290 or in Toronto 416-314-8001 or Fax 416-314-8452.

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## 7. Authorization

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### 7.1 Statement of the Applicant

I am authorized to prepare and submit this application and to make this certification. I have reviewed the complete application and I have made all inquiries that are necessary to declare to the best of my knowledge, information and belief:

- The information contained in this application is complete and accurate.
- The Technical Contact(s) identified in this application has/have been authorized to prepare certain technical material, and act on behalf of the applicant to discuss this application with the Ministry of the Environment, Conservation and Parks and to provide additional information about this application to the Ministry on request.
- The information provided to the Technical Contact(s) in relation to this application is complete and accurate.

By checking this each of the undersigned acknowledge that in providing their name on the applicable line below in electronic form will constitute a signature for the purposes of the *Electronic Commerce Act, 2000*, S.O. 2000, c. 17. \*

Name of Signing Authority (Please print) \*

Kevin Phillips

Title \*

President

Telephone Number

613-479-5566

ext.

Mobile Number

Fax Number

613-319-2964

Email Address

info@fernleIGHLodge.com

Signature (hard copy submission must be signed)



Date (yyyy/mm/dd) \*

2023/11/06

Completion Status (7.1 Statement of the Applicant)

### 7.2 Statement of the Municipality N/A

I, the undersigned hereby declare on behalf of the Municipality, that the Municipality has no objection to the construction of the works in the Municipality.

By checking this each of the undersigned acknowledge that in providing their name on the applicable line below in electronic form will constitute a signature for the purposes of the *Electronic Commerce Act, 2000*, S.O. 2000, c. 17.

Name (Please print)

Title

Name of Municipality

Signature (hard copy submission must be signed)

Date (yyyy/mm/dd)

Completion Status (7.2 Statement of the Municipality)

### 7.3 Statement of Technical Contacts

**Technical Contact 1**

I have been authorized by the applicant to prepare the technical materials for the area(s) of responsibility identified in section 2.6 that are included in the application. I have reviewed those technical materials and I have made all inquiries that are necessary to declare to the best of my knowledge, information and belief:

- The technical materials contained in this application in respect of the area(s) of responsibility identified in section 2.6 are complete and accurate.
- I have the relevant education and experience necessary to provide this certification.

By checking this each of the undersigned acknowledge that in providing their name on the applicable line below in electronic form will constitute a signature for the purposes of the *Electronic Commerce Act, 2000*, S.O. 2000, c. 17. \*

Name of Technical Contact (Please print) \*

Edward Trought, P. Eng.

Signature (hard copy submission must be signed)

Date (yyyy/mm/dd) \*

2023/11/06

✓ Completion Status (7.3 Statement of Technical Contacts)

## 8. Payment Information - Application for an Environmental Compliance Approval

### Payment Options \*

The information collected in this section of the form is considered confidential and will only be used to process the application fee. All fees should be paid in Canadian funds.

**Pay online** (under \$10,000)

- Ensure the application form is complete before paying your application fee online.
- The application form and supporting documents (attached in Section 6) will be automatically emailed (up to 13 MB of data) to the Client Services and Permissions Branch after payment has been confirmed.
- If your submission is greater than 13 MB, do not attach the supporting documents, send us a link to download your files by emailing [ECA.submission@ontario.ca](mailto:ECA.submission@ontario.ca).

**Credit card payment by mail** (address below) **or facsimile** at 416-314-8452 (under \$10,000)

Type of Credit Card <input type="checkbox"/> VISA <input type="checkbox"/> MasterCard	Credit Card Number	Expiry Date (mm/yy)
--	--------------------	---------------------

Name on Credit Card (please print)

Credit Card Holder's Company Name

Card Holder's Signature

Date (yyyy/mm/dd)

- Email the application package to [ECA.submission@ontario.ca](mailto:ECA.submission@ontario.ca). Wait for the Ministry to provide the reference number, then complete the Application Summary Page below (include the reference number), and mail or fax it to the Client Services and permissions Branch.
- To protect credit card information, do not submit this page containing payment information via e-mail. **Applications containing credit card information that are submitted via e-mail will not be processed and will be destroyed.**

**Certified cheque** (payable to the Minister of Finance)

**Money order** (payable to the Minister of Finance)

If payment by **certified cheque or money order**, email the application package to [ECA.submission@ontario.ca](mailto:ECA.submission@ontario.ca). Wait for the Ministry to provide the reference number, then complete the Application Summary Page below (include the reference number), staple the cheque / money order to the page, and mail it to the Client Services and Permissions Branch.

### Mailing Address

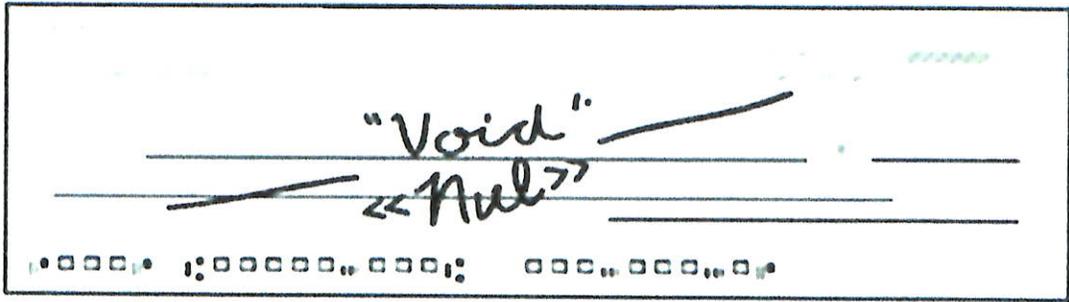
Client Services and Permissions Branch  
Ministry of the Environment, Conservation and Parks  
135 St. Clair Ave W, 1st Floor  
Toronto ON M4V 1P5

If this form has been completed by hand, the fee calculations must be completed and attached separately. The supplemental fee calculations do not need to be included if this form has been completed electronically.

If this form has been completed electronically, the fees for this application have been calculated based on the information provided. The Ministry may require additional information during the review of the application that could impact the total fee required.

Completion Status (8 Payment Information)

If paying by certified cheque or money order, please attach it here.





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## Application Summary

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Reference Number	Payment Received (\$)	Date (yyyy/mm/dd)	Initials

---

**Applicant Name**

KP Corporation 2833759

---

**Project Name**

Fernleigh Lodge on Site Sewage Treatment

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**Project Description Executive Summary**

A 100 yr operation of cabin rentals has a fix of permitted sewage treatment and old unknown sanitary treatment of unknown configuration. Currently there is no ECA approval nor application. The total sewage generated is approximately 17000 litres +/- . This proposal suggests adding a run to the approved bed, constructing 2 more septic beds and constructing one small Class 2 treatment bed for the laundry room.

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**Supplemental Application Information**

The owner plans to begin this spring to add onto the existing permitted tile bed and connect the 3-Manor cabins and lodge to this altered system; and to construct the Class 2 treatment system for the laundry. The Fernleigh Lodge is an ongoing operation. Currently all the sanitary is treated. There are no indications of "break out". The proposed new large bed is planned to be installed no later that spring of 2025, with the smaller bed no later than the spring of 2026. This construction would be implemented soon should there be any sign of bed deterioration or "break out". There have been pre-consultations with Craig Dobiech from the Kingston Regional office. A copy of this application will be sent to the MOE Regional Office as well as the MOE Head Office in Toronto.

This application seeks approval to treat approximately 17,000 design daily flow of sewage. This proposes:

1. to add a run of distribution pipe of equal length to existing pipe in this bed,
2. construct a new distribution bed for the balance [less two] of the cabins,
3. construct a small bed to the last two cabins on the east and north,
4. construct a Class 2 treatment for the laundry room - clothes washer effluent.

## Application Status

Section	Completed?			
1. Application Information	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
2. Project Information	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
3. Regulatory Requirements	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
4. Site Information	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
5. Facility Information	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
6. Supporting Documentation	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
7. Authorization	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
8. Payment Information	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No

## Fee Summary

Activity	Amount (\$)
Administrative Processing	\$200.00
Review of EPA s. 9 activities	\$0.00
Review of EPA s. 27 activities	\$0.00
Review of OWRA s. 53 activities	\$10,900.00
<b>Total Fee</b>	<b>\$11,100.00</b>

The Ministry may request additional fees upon review of this application.

If this form is submitted in print version only and the smart calculation feature is not used, please attach the fee calculation separately.

## HAMBLY GROUP

DIVISION OF 8436550 CANADA CORPORATION  
TEL 613 374 1746  
Email [evtrought@gmail.com](mailto:evtrought@gmail.com)

1104 CEDARWOODS DR., VERONA, ONTARIO

CELL 613 536 9118

Kevin Phillips  
Fernleigh Lodge  
Cloyne  
North Frontenac, ON  
K0H 1K0

7 November 2023

Reference: 1796B South Rd., Cloyne, Ontario

Subject: **Brief for Environmental Compliance Approval Application**

### **Background**

This cabin rental business has been operating for over one hundred years. From its inception till the latest pandemic, it has been an American destination for fishing and resting at the cabins. Many of the groups purchased meal packages where they would buy lunches to take on their fishing trip and later meals that could be eaten at the kitchen/restaurant.

The camp site grew over the years. The operation began prior to building codes and health units. The earliest septic systems were constructed as per the 'art' of the day. There were no drawings and this was prior to permits.

A new permitted system was installed in 1998. This application/design is attached. The system's capacity is 9000 litres, where the 'T'=3.8 min/cm. The entire lot is covered in sand soil. The total length of distribution pipe is 172 metres.

### **Current Operation**

Since the pandemic, the operation has extended its marketing plan to the Canadian market. In this marketing direction, the operation has upgraded the cabins to include insulation, bathrooms and kitchenettes. There is no demand for restaurant prepared food. The marketing has expanded to attract winter rentals for ice fishing and snowmobiling.

The restaurant service has been reduced to service on selected days with limited seated service - a capacity of a posted nine. Most meals are take out - back to their cabins.

Additional cabins are to be added to the existing leaching bed that will require the addition of two more runs of distribution pipe. The header must be modified to accommodate the added runs of pipe.

A new leaching bed is proposed to treat the sanitary waste from nine cabins giving 18000 litres per day. A smaller leaching bed is proposed to treat the waste from two buildings, giving a total daily design flow of 2500 litres.

The grey water will be treated in three Class 2 systems of 9.14 metres in length, one metre deep and 600 mm to 1000 mm wide.

A detail section for all these systems is provided.

The total sanitary design flow to the Class 2 and Class 4 systems is 35125 litres per day.

Regards,

Edward Trought, P. Eng.  
For HAMBLY GROUP

attachment - plans





### Legend

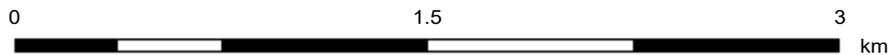
Boundaries

Township Boundary



Property Information

Assessment Parcels



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

### Notes

ECA Application



## Legend

Boundaries

Township Boundary



Property Information

Civic Address Points

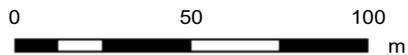


Assessment Parcels



## Notes

ECA Application



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

**COPYRIGHT**  
 THIS DRAWING AND DESIGN ARE THE COPYRIGHT PROPERTY OF HAMBLY GROUP AND SHALL NOT BE COPIED, REPRODUCED OR DISTRIBUTED IN WHOLE OR IN PART WITHOUT THE EXPRESS WRITTEN CONSENT OF THE ENGINEER.

**COMPLIANCE**  
 THESE PLANS FORM THE BASIS FOR PERMIT ISSUANCE AND ANY DEVIATION FROM THESE PLANS AND DETAILS INCLUDING THE VENTILATION SYSTEM, HEATING SYSTEM, WOOD STOVE, FIREPLACES, DECKS, BALCONIES AND FINISHED BASEMENTS, WILL REQUIRE A REVISED DRAWING AND CLEARANCE BY THE BUILDING DEPARTMENT.

THESE PLANS ARE BASED ON DESIGNS IN COMPLIANCE WITH OBC2012 AND REFERENCE DOCUMENTS CONTAINED THEREIN.

**GENERAL NOTES:**

I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE REGISTRY ACT. **PLAN 13R--**  
 RECEIVED AND DEPOSITED

DATE: JULY 7, 2006 DATE: \_\_\_\_\_

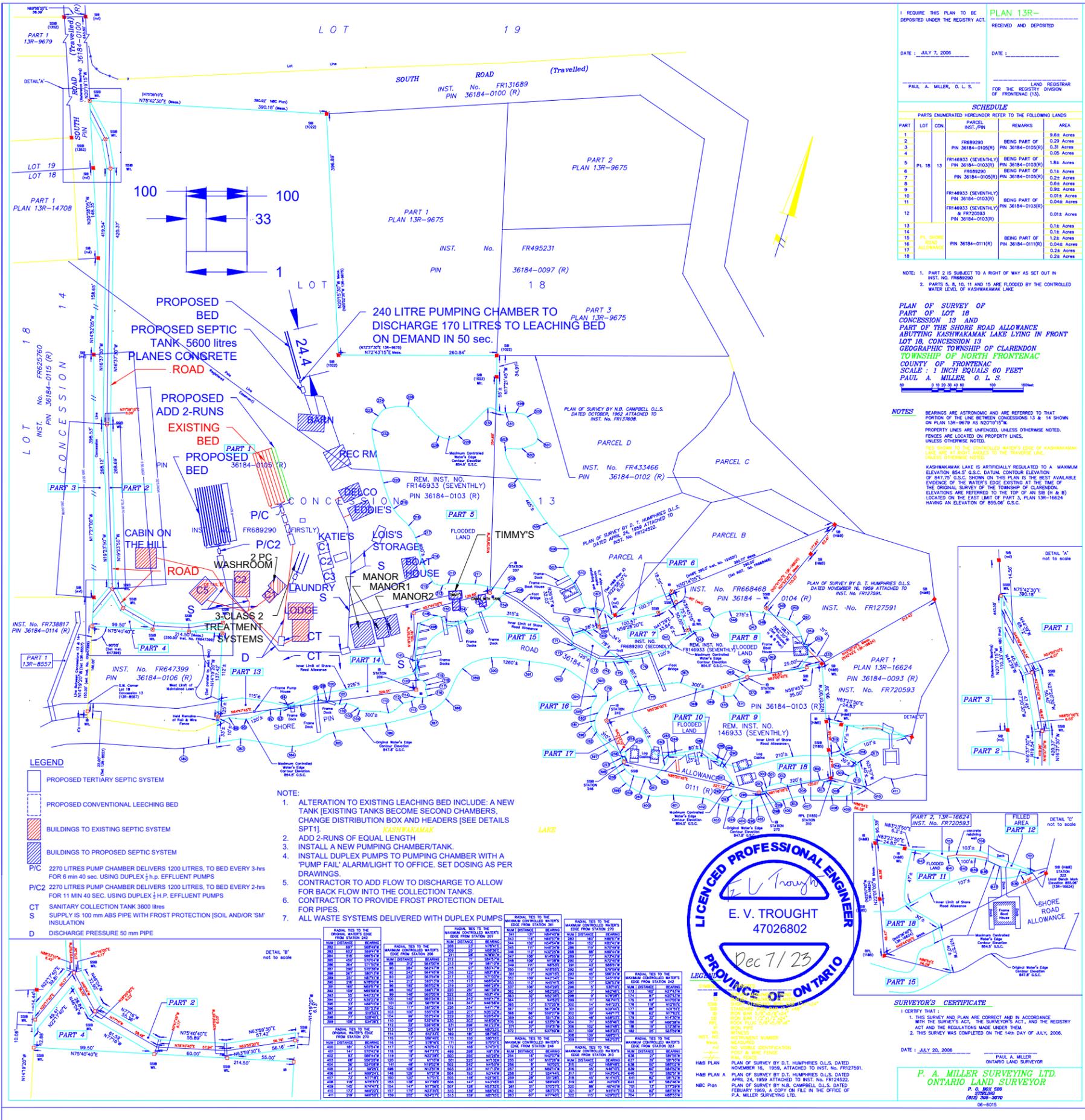
PAUL A. MILLER, O.L.S. FOR THE LAND REGISTRAR OF FRONTENAC (13).

SCHEDULE				
PARTS ENUMERATED HEREUNDER REFER TO THE FOLLOWING LANDS				
PART	LOT	CON.	PARCEL INST./PIN	REMARKS AREA
1			FR68930	BEING PART OF PIN 36184-0105(R) 0.29 Acres
2			FR68930	BEING PART OF PIN 36184-0105(R) 0.31 Acres
3			FR68930	BEING PART OF PIN 36184-0105(R) 0.05 Acres
4			FR146933 (SEVENTHLY)	BEING PART OF PIN 36184-0103(R) 1.86 Acres
5	Pl. 18	13	FR68930	BEING PART OF PIN 36184-0105(R) 0.18 Acres
6			FR68930	BEING PART OF PIN 36184-0105(R) 0.23 Acres
7			FR68930	BEING PART OF PIN 36184-0105(R) 0.23 Acres
8			FR146933 (SEVENTHLY)	BEING PART OF PIN 36184-0103(R) 0.64 Acres
9			FR146933 (SEVENTHLY)	BEING PART OF PIN 36184-0103(R) 0.64 Acres
10			FR146933 (SEVENTHLY)	BEING PART OF PIN 36184-0103(R) 0.018 Acres
11			FR146933 (SEVENTHLY)	BEING PART OF PIN 36184-0103(R) 0.044 Acres
12			FR146933 (SEVENTHLY) & FR720593 (PIN 36184-0103(R))	0.012 Acres
13			FR68930	BEING PART OF PIN 36184-0105(R) 0.18 Acres
14			FR68930	BEING PART OF PIN 36184-0105(R) 0.18 Acres
15			FR68930	BEING PART OF PIN 36184-0105(R) 1.28 Acres
16			FR68930	BEING PART OF PIN 36184-0105(R) 0.044 Acres
17			FR68930	BEING PART OF PIN 36184-0105(R) 0.28 Acres
18			FR68930	BEING PART OF PIN 36184-0105(R) 0.28 Acres

NOTE: 1. PART 2 IS SUBJECT TO A RIGHT OF WAY AS SET OUT IN INST. NO. FR68930  
 2. PARTS 5, 6, 10, 11 AND 15 ARE FLOODED BY THE CONTROLLED WATER LEVEL OF KASHWAKAMAK LAKE

PLAN OF SURVEY OF PART OF LOT 18 CONCESSION 13 AND PART OF THE SHORE ROAD ALLOWANCE ABUTTING KASHWAKAMAK LAKE LYING IN FRONT LOT 18, CONCESSION 13 GEOGRAPHIC TOWNSHIP OF CLARENDON COUNTY OF FRONTENAC SCALE: 1 INCH EQUALS 60 FEET PAUL A. MILLER, O.L.S.

NOTES: BEARINGS ARE ASTROMERIC AND ARE REFERRED TO THAT PORTION OF THE LINE BETWEEN CONCESSIONS 13 & 14 SHOWN ON PLAN 13R-9679 AS N27°19'57"W.  
 PROPERTY LINES ARE UNFENCED, UNLESS OTHERWISE NOTED. FENCES ARE LOCATED ON PROPERTY LINES, UNLESS OTHERWISE NOTED.  
 YES SHOWN TO THE CONTROLLED WATER'S EDGE OF KASHWAKAMAK LAKE ARE AT RIGHT ANGLES TO THE TRANSVERSE LINE, UNLESS OTHERWISE NOTED.  
 KASHWAKAMAK LAKE IS ARTIFICIALLY REGULATED TO A MAXIMUM ELEVATION 854.5' G.S.C. DATUM. CONTOUR ELEVATION OF 843.75' G.S.C. SHOWN ON THIS PLAN IS THE BEST AVAILABLE EVIDENCE OF THE WATER'S EDGE EXISTING AT THE TIME OF THE ORIGINAL SURVEY OF THE TOWNSHIP OF CLARENDON. ELEVATIONS ARE REFERRED TO THE TOP OF AN SIB (H & B) LOCATED ON THE EAST LIMIT OF PART 1, PLAN 13R-16624 HAVING AN ELEVATION OF 855.06' G.S.C.



**SURVEYOR'S CERTIFICATE**

I CERTIFY THAT:

- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYORS ACT, THE SURVEYORS REGULATION, ACT AND THE REGULATIONS MADE UNDER THEM.
- THIS SURVEY WAS COMPLETED ON THE 14th DAY OF JULY, 2006.

DATE: JULY 20, 2006 PAUL A. MILLER ONTARIO LAND SURVEYOR

HAB PLAN A PLAN OF SURVEY BY D.T. HUMPHRIES O.L.S. DATED NOVEMBER 16, 1959, ATTACHED TO INST. NO. FR127591.  
 HAB PLAN A PLAN OF SURVEY BY D.T. HUMPHRIES O.L.S. DATED APRIL 24, 1969, ATTACHED TO INST. NO. FR127591.  
 HBC Plan PLAN OF SURVEY BY N.B. CAMPBELL O.L.S. DATED FEBRUARY 1969, A COPY ON FILE IN THE OFFICE OF P.A. MILLER SURVEYING LTD.

**P. A. MILLER SURVEYING LTD.**  
 ONTARIO LAND SURVEYOR  
 # 2000  
 (819) 282-3099  
 08-0015

No.	DATE	DESCRIPTION	BY

**DETAIL REFERENCE SYMBOL**

X	detail No. X
Y	drawing No. Y

DRAWINGS MUST NOT BE SCALED  
 CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND SHALL REPORT ANY DISCREPANCY TO THE ENGINEER BEFORE PROCEEDING WITH ANY WORK.

**PROJECT:**  
 FERNLEIGH RESORT  
 MOE ECA APPLICATION

**LOCATION:**  
 1796B SOUTH RD.  
 NORTH FRONTENAC

**FOR:**  
 FERNLEIGH RESORT

**DRAWING:**  
 SITE PLAN

DWG. BY: EVT	SCALE	DRAWING No.
DEPT. C/D BY	1:2100	
DATE		
DATE	2023-11-14	
DATE		
DATE		
PROJECT No.		fernleigh20231114

SP1

**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:** 21 Feb 2025  
**Re:** 2025 Essential Services Fair

### Recommendation:

Be It Resolved That Council received for information the Director of Emergency Services/Fire Chief's Administrative Report entitled "2025 Essential Services Fair" for information purposes.

### Background:

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

The Fair evolved and continued annually until August 22, 2015. It was recommended to Council by CPAC at their July 4, 2016 meeting to schedule the Fair on an every other year basis. The Fair resumed in August of 2017 and has been held every two years since. The Fair has been very successful and residents and visitors look forward to attending.

In 2023 the Essential Services Fair was held at the Barrie Community Hall which provided sufficient room for equipment and displays inside and outside the Community Hall and allowed easy access to Highway 41 for emergency services who were required to attend calls during the event. Additionally, the Barrie Community Hall location saw a 50% increase in attendance compared to other locations within the Township; therefore it is planned to have the event at the Barrie Community Hall again in 2025.

### Researched By:

Adam Robinson, Director of Emergency Services/Fire Chief  
Katelyn Ronfeld, Dipl.M.A., CAO Executive Assistant

### Comments:

Agencies and groups who have attended the Essential Services Fair include:

- Emergency Services
- Community Services
- Conservation Authorities
- Ministry of Natural Resources & Forestry
- Kingston Frontenac Lennox & Addington Public Health

In 2025 the Director of Emergency Services/Fire Chief and CAO Executive Assistant along with assistance from other staff will organize the event. Additionally, we will offer an invitation to Paul Thiel as a community volunteer to assist as he has been involved in the event since 2012.

#### **Financial Impact:**

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

#### **Strategic Implications:**

Vibrant and Inclusive Community



**To:** Mayor and Members of Council  
**From:** Brooke Ross, Manager of Community Development, Dipl.M.A.  
**Approved by:** Corey Klatt, Chief Administrative Officer  
**Date of Meeting:** 21 Feb 2025  
**Re:** Community Halls - Standby Generators

### Recommendation:

**Be It Resolved That** Council receives for information the Manager of Community Development's Administrative Report entitled "Community Halls - Standby Generators";

**And That** Council approves the purchase of a standby generator for the Snow Road Community Hall at a estimated cost of \$15,500;

**And That** Council instructs the Treasurer to transfer an estimated \$12,000 from the Canada Community Building Fund (CCBF) and thanks the Snow Road Hall Committee for their contribution of \$3,500 towards this project;

**And That** the Manager of Community Development will continue to work with Hall Committees and watch for grant opportunities for Harlowe Hall and Clar Mill Hall generators and if nothing arises in 2025, the MCD will bring back to Council for consideration in the 2026 budget.

### Background:

Council passed Resolution #32-25 at the January 31, 2025 Council Meeting:

**Be It Resolved That** Council receives for information an email dated December 27, 2024, from Snow Road Community Association, requesting a permanent generator be installed at Snow Road Community Hall, as the hall has been used as an Emergency Centre in the past; and that the Association has designated \$3500 as their contribution to the project;

**And That** the Manager of Community Development advised the former Fire Chief was unsuccessful in receiving a grant for the installation of a generator, with the estimated cost (at that time) being \$13,650 + HST;

**And That** Council instructs the MCD and DESFC to review this request as well as including Harlowe and Clar Mill Halls; and provide information to Council at an upcoming meeting. **Carried**

### Researched By:

Brooke Ross, Dipl.M.A., Manager of Community Development  
Adam Robinson, Director of Emergency Services/Fire Chief

### Comments:

The Township has five (5) community halls. Currently two (2) of these halls are serviced by a stand-by generator (Barrie Hall and Ompah Hall). The remaining three (3) community halls have a

"Generlink" installed for ease of hooking up a portable generator if required. The Township currently has enough portable generators to power the three (3) community halls if needed.

Standby generators do have many advantages, including reliability, automatic activation and extended run time; however, they are costly.

As requested by Council, I reached out to each Community Hall Committee that currently do not have a standby generator located at their respective halls, see below responses.

**Snow Road Community Hall** - they have requested a standby generator be installed and they are willing to contribute \$3,500 towards the project.

**Clar Mill Community Hall** - they have advised that CMCV is interested supporting improvements to the hall, including the possibility of a generator. As they are aware of other upgrades that the Township is considering such as the bathrooms and the covered rink, as well as their own plans such as flooring and a large commercial sink, they will have to consult their full group before committing a set amount towards the generator. They are also looking into possible grants that could be applied to the said generator pending application and approval.

**Harlowe Community Hall** - they have advised that they do not currently feel a standby generator is necessary as the power does not often go out there and the events at the hall are minimal at this time.

General information regarding requirements for different uses of a community facility:

**1. Emergency Operations Center (EOC)** - the EOC serves as a central location for coordination during emergencies (by the Township's Emergency Control Group), facilitating communication, resource management, and decision-making. It is essential that the EOC is equipped with reliable communication systems to ensure effective information sharing among responders and stakeholders. Best practice is to have a secure and resilient location and emergency power and water. Currently, Barrie Community Hall is designated as the Township's alternate EOC.

**2. Emergency Evacuation Center (EEC)** - EEC locations in Ontario are designated locations where individuals and families can seek temporary shelter and assistance during emergencies such as natural disasters, fires, floods, or other crises that require them to leave their homes. In Ontario, the establishment and operation of emergency evacuation centers are guided by several legislative frameworks and guidelines to ensure the safety and well-being of evacuees.

Operational Requirements:

**Facility Standards:** Evacuation centers should have designated areas for food preparation and consumption, separate from sleeping quarters. Food preparation areas must comply with the Food Premises Regulation (Ontario Regulation 562/90), and it's advisable to have these areas inspected by a Public Health Inspector prior to use.

**Accessibility:** Facilities must be accessible to all individuals, including those with disabilities. The Canadian Standards Association recommends that doors have a minimum clear width of 810 millimeters (32 inches) to accommodate individuals using mobility devices.

**Emergency Power:** It's essential for evacuation centers to have backup power sources, such as generators, to ensure the continuous operation of critical systems like heating, lighting, and water supply during power outages.

**Training and Preparedness:** Staff and volunteers operating evacuation centers should receive training in emergency preparedness and response. This includes understanding the Incident Management System (IMS) and participating in regular drills to ensure readiness.

**3. Cooling/Warming Centers** - in Ontario, cooling and warming centres are established to provide temporary relief during periods of extreme temperatures. While there isn't a standardized provincial mandate detailing specific requirements for these centres, municipalities often develop their own guidelines based on local needs and resources. These centres are typically located in public buildings such as community centres, libraries, and arenas.

Facility Requirements:

**Accessibility:** Facilities should be accessible to all individuals, including those with disabilities.

**Amenities:** Centres should provide seating, access to washrooms, and drinking water. Some may offer additional services such as meals or referrals to emergency shelters, especially for individuals experiencing homelessness.

**Operating Hours:** Typically align with the facility's regular hours of operation. There is generally no expectation for centres to remain open beyond these hours unless specified by the municipality

### Financial Impact:

Up-front capital costs of generator purchase and installation:

- Snow Road Hall - \$15,500 - less \$3,500 from Hall Committee = \$12,000
- Clar Mill Hall - \$16,500
- Harlowe Hall - \$16,500

On-going expenses:

- Annual maintenance per generator \$400/year
- Propane costs - based on consumption, does use propane for weekly automatic testing of the generator
- Increase to Capital Program for future replacement of generator

Reserve Fund Balance:

- Canada Community Building Fund (CCBF). Projects using this funding must fit in one of the 18 categories designated for eligible categories. Generators could fit under the "Resilience" Category (eligible project example: renovating municipal facilities to establish warming and cooling centres). Per the 2025 Budget the estimated year end balance is \$1,084,565.81.

### Strategic Implications:

Sustainable Core Services > Continue to invest in Municipal Infrastructure

**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:** 21 Feb 2025  
**Re:** Crown Land Stewardship Program Annual Report 2024

**Recommendation:**

**Be It Resolved That** Council receives for information the Manager of Community Development's Administrative Report entitled "Crown Land Stewardship Program Annual Report 2024".

**Background:**

Management, operations and maintenance of the North Frontenac Parklands (NFPL) is governed by the Township of North Frontenac. The NFPL is an innovative collaboration between the Township of North Frontenac, the Ministry of Northern Development, Mines, Natural Resources and Forestry (MNDMNR) and the Ministry of Environment, Conservation and Parks (MECP).

**Researched By:**

Brooke Ross, Dipl.M.A., Manager of Community Development  
Rita Day, CLSP Administrative Assistant

**Comments:**

The 2024 Annual Report is attached.

**Financial Impact:**

The 2024 Annual Report is attached.

**Strategic Implications:**

Vibrant and Inclusive Community & Economic Prosperity

**Attachments:**

[2024 NFPL annual report - ACC](#)  
[NFPL Statement of Revenue and Expenditures](#)



**North Frontenac  
Park Lands**

*Eastern Ontario's Backcountry Experience*

**North Frontenac Township Crown Land Stewardship Program**

# 2024 Annual Report

## The Program

Management, operations and maintenance of the North Frontenac Parklands (NFPL) is governed by the Township of North Frontenac. The NFPL is an innovative collaboration between the Township of North Frontenac, the Ministry of Northern Development, Mines, Natural Resources and Forestry (MNDMNR) and the Ministry of Environment, Conservation and Parks (MECP).

The mission of the NFPL is to “provide resource stewardship and maintenance of the Crown Lands and provide a model of influence and public awareness for the necessity to conserve and preserve our natural resources.”

Under the NFPL/MNDMNR/MECP partnership the Township of North Frontenac assumes management and operating maintenance responsibilities for approximately 160 active campsites on 11 lakes, 58 km of Crown Road, access points and 1 hiking trail located within the Township boundaries. Over 70% of the total geographic area of the Township is Crown Land.

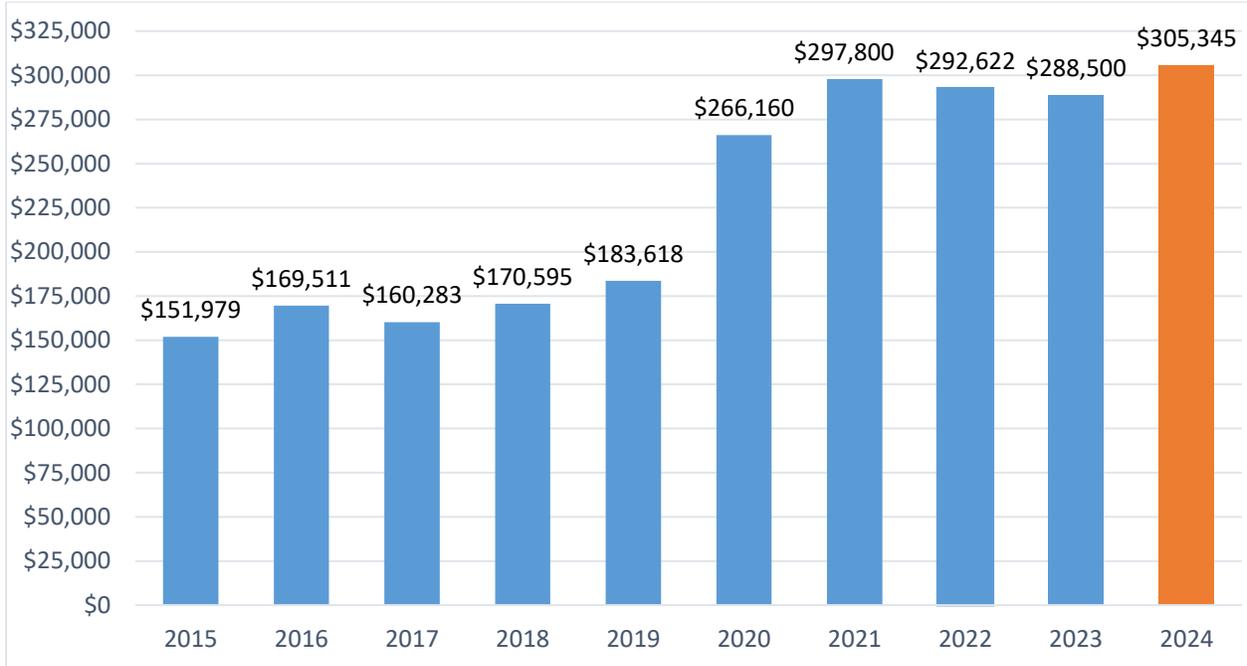
Under the program the Township obtains funds from the sale of Camping and Road Access Permits which are reinvested into stewardship and maintaining the North Frontenac Parklands.

## Campsite Bookings

### Revenue

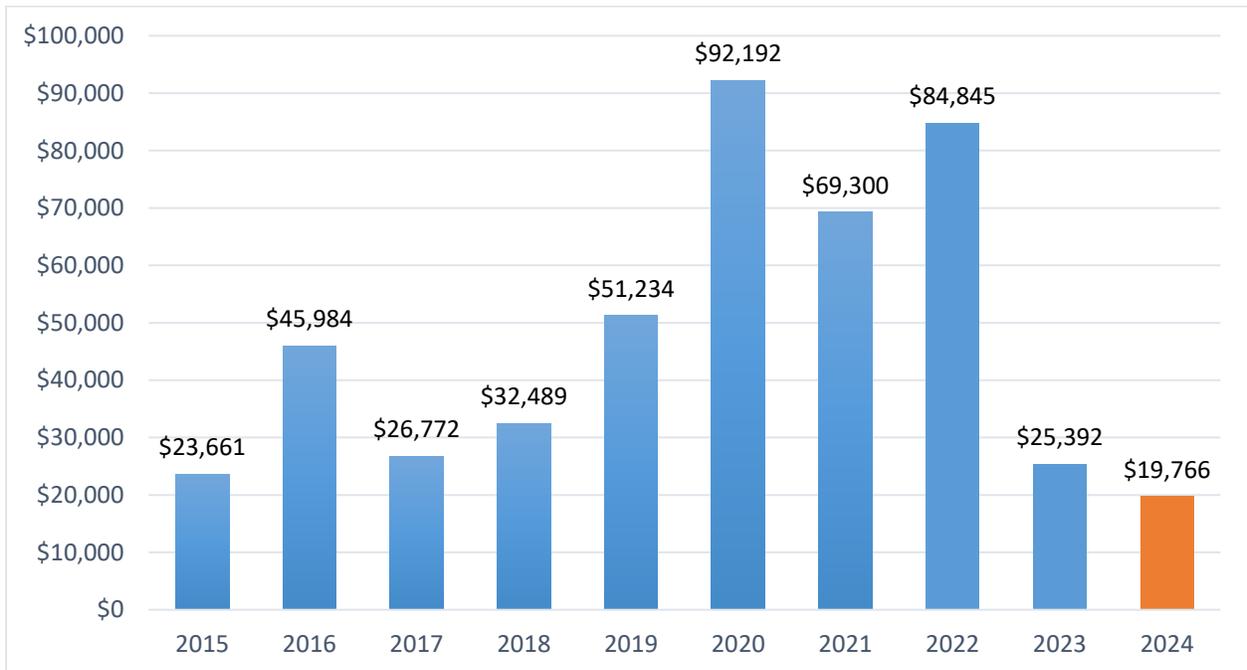
Permit Type	Revenue Collected	Revenue Collected
	2024	2023
Camping	\$259,600	\$243,156
Daily Road Permits	\$20,538	\$19,362
Weekly Road Permits	\$9,259	\$8,681
Seasonal Road Permits	\$9,398	\$9,875
Resident Seasonal Road Permits	\$6,550	\$7,426
Total Permit Sales	\$305,345	\$288,500

## All Permit Sales Summary 2015-2024 (Camping & Crown Road Access Permits)



Therefore, the 2024 CLSP sales were at a 5.84% increase or \$16,845 more than 2023 totals.

## Excess of Revenues over Expenditures



The excess dollars of revenue over expenditures is placed into our Parklands Reserve

## Summary

The Crown Land Stewardship Program (CLSP) continues to enhance tourism opportunities in North Frontenac Township and assists in keeping the Crown Roads, Boat Launches and Campsites within the Program maintained. The Township continues to fund the program via the sale of Camping and Road Access Permits, which are required to be reinvested into the program, per our Agreement with MNDMNRF. The Program also receives funding on occasion from MNDMNRF.

In 2024 we continued working in Partnership with the By-Town Motorcycle Association (BMA), Eastern Ontario Trails Alliance (EOTA) and Ottawa Valley ATV Club (OVATVC) to honour their trail permits on Crown Roads within the Parklands. In return they provide financial opportunities for the Program. In 2024 we received approximately \$25,000 worth of gravel and grading by EOTA for the Arcol Road, \$20,000 from OVATVC and \$6,500 from BMA.

We did see a 5.84% increase in sales compared to 2023. 2024 we implemented a small increase in fees, that came into effect on January 1, 2024; therefore, any bookings after January 1<sup>st</sup> were on the new fee schedule, which has assisted the program in generating more income.

We continue to see smaller margins of excess revenue over expenditures, which is expected to remain stable around \$20,000 per year, as we continue to enhance the program and put more dollars into improvements, staff levels, etc.

In 2024, along with maintenance, gravel, ditching and culvert replacements, we were able to purchase new equipment to assist staff, enhance Browns Bay Boat Launch Road and resurface several kilometers of Schooner Lake Road, within the Parklands. Staff have also been participating in advanced tree hazard assessment courses to assist with assessment and removal of potentially hazardous trees.

The CLSP continues to offer employment opportunities. All staff take pride in their work and take on a sense of ownership within the Program. In 2024 the Program employed four (4) full time seasonal positions (40 hours/week) in the field as well as two (2) students for approximately 9 weeks (students continue to be teamed up with Employees and are taught valuable work and safety skills which they can take with them throughout the careers they choose). Also, the CLSP pays for an Administrative Assistant position year round. The employee dedicates half of their time (18.75 hours/week) dedicated to the Crown Land Stewardship Program assisting with enquiries from new and returning outdoor enthusiasts, maintaining and updating the website and booking system, and performing other office tasks related to the program. The position continues to immensely benefit the Program and response time to enquiries. We continue to receive many positive comments from campers as to our efforts to always provide excellent customer service and take pride in the services we provide.

Employees continue to spend time educating campers in regards to campfire safety, stewardship of the land and rules and regulations regarding the CLSP. Campers

continue to frequently comment that they are very pleased with the efforts of the municipality in providing an amazing recreational experience. The CLSP continues to maintain an outstanding reputation regarding the recreational opportunities and features provided via the Program and will continue to be a destination for outdoor enthusiasts throughout the future as efforts and enhancements to the Program continue.

The program welcomed campers in 2024 from Canada; - Ontario, Quebec, Alberta, British Columbia, Newfoundland, Nunavut, Nova Scotia, Manitoba, Saskatchewan. United States; – Alaska, California, Florida, Illinois, Indiana, Maryland, Michigan, Montana, North Carolina, New Jersey, New York, Ohio, Pennsylvania, and W Virginia. Cambridgeshire, UK and Brandenburg, Germany.

In 2024 campers and visitors continued to be responsible overall with the removal of their own garbage and left very little sign of usage on the campsites and boat launches within the Program. Most visitors continue to show pride in keeping our campsites and lakes clean.

### **Compliments Received in 2024 from Campers**

As mentioned above we continue to receive many positive compliments from campers regarding the CLSP. Some of the comments in 2024 include:

*“Thank you! Always a pleasure dealing with NFT.”*

*“I've been enjoying your camp sites for over 10 years and have been to most lakes. Please keep doing exactly what you're doing, it's perfect and very appreciated. Truly beautiful!  
Thanks!”*

*“I wanted to reach out to congratulate your crew on its efforts. I often speak with the park staff that comes by and I see a lot of dedication in their work.”*

*“I love when they visit by boat to make sure everyone is on the right site and pretty much greet you by name. It makes you feel very welcome.”*

*“The best pay-to-camp option is southeastern Ontario. But don't tell anyone.”*

### **Complaints Received in 2024 from Campers**

- Noise/disruptive behavior (5)
- Fires not extinguished (3)
- Insects (2)
- ATV trail proximity to site (1)
- Parking (Boat Launch Area) (4)
- Fire Pit (2)
- Privy (2)
- Garbage/toilet contents left behind (4)
- Site not empty at check-out time (2)

## Future

We continue to look into potential expansion for road-side sites. Will be working with the MNRF and bring a proposal to Council in the future should this be feasible.

Parking has been an on-going concern, and we continue to work with the MNDFMNR to expand parking at Helen Lane Boat Launch on Big Gull Lake. Parking continues to be monitored in all other areas of the Program as well. We continue to await approval from MNDFMNR to expand the parking area at Helen Lane, previously approved by Council.

Roadway enhancements continue for the Crown Roads within the Program. Each year we add gravel to these roads to enhance them as much as possible. This remains a large priority within the programs.

It is hoped the MNDFMNR will be able to contribute some financial assistance to the CLSP in 2025 and beyond to help ensure continued safety, revenue, and sustainability of the Crown Roads, trails, boat launches and campsites throughout the Program.

Staff are excited about the upcoming 2025 camping season. It is always great to see many returning customers and we sincerely look forward to meeting new campers who will have the chance to enjoy our beautiful area for camping and recreational opportunities.

*Enclosure (1) Township of North Frontenac Statement of Revenue and Expenditures.*



**UNAUDITED**

**Township of North Frontenac  
Statement of Revenue and Expenditures**

2/11/2025 9:19am

Page 1

*Revised Budget  
For General Fund (01)  
For the Fiscal Period 2024-13 Auditor Adjustments*

Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>						
01-620-0-31035	Aggregate Revenue for Licence #1	\$ 0.00	\$ 736.00	\$ 3,600.00	\$ 3,600.00	0.00%
01-620-0-31080	Provincial Grants - Miscellaneous (	0.00	0.00	0.00	20,301.12	0.00%
01-620-0-31620	Grant - E. Ont Trails Alliance	25,000.00	0.00	0.00	0.00	0.00%
01-620-0-31621	OVATV Club	0.00	20,000.00	20,000.00	20,000.00	0.00%
01-620-0-31622	BMA Association Contribution	0.00	6,500.00	6,000.00	6,500.00	(8.33%)
01-620-0-40000	User Fees	10,000.00	10,372.92	10,000.00	8,228.38	17.72%
01-620-0-40005	CLSP-OnRes MNR Permits Pd Onli	284,409.00	278,128.04	332,405.00	297,116.94	10.62%
01-620-0-40006	CLSP-OnRes Transaction Fees Col	20,000.00	26,229.00	20,000.00	39,000.19	(95.00%)
01-620-0-40200	Sale of Land/Equipment	0.00	3,250.00	0.00	3,321.01	0.00%
01-620-0-44400	Labour Charged to another Dept (i.	3,300.00	500.00	3,000.00	0.00	100.00%
01-620-0-44401	Mileage-1/2 Ton-Charged Back to	3,500.00	8,704.68	3,500.00	6,012.30	(71.78%)
01-620-0-45000	Contributions from Reserves/Reser	105,000.00	79,299.52	155,000.00	89,403.18	42.32%
<b>Total General Fund Revenues</b>		<b>\$ 451,209.00</b>	<b>\$ 433,720.16</b>	<b>\$ 553,505.00</b>	<b>\$ 493,483.12</b>	<b>10.84%</b>

**Expenditures**

01-620-0-50100	Salaries	\$ 146,450.00	\$ 161,947.18	\$ 177,865.00	\$ 171,098.32	3.80%
01-620-0-50105	Income Protection Year End Payout	1,285.00	0.00	1,330.00	0.00	100.00%
01-620-0-50108	Mechanic/Shop Rate Charged Back	15,000.00	11,925.00	22,000.00	20,552.50	6.58%
01-620-0-50110	Benefits - Health/Dental/Life	4,511.00	4,109.06	5,993.00	5,063.17	15.52%
01-620-0-50115	Boot Allowance	1,000.00	302.97	1,000.00	708.98	29.10%
01-620-0-50120	Mileage	100.00	478.04	400.00	688.09	(72.02%)
01-620-0-50130	Benefits - E.H.T. (Ministry of Financ	2,880.00	3,157.93	3,494.00	3,336.40	4.51%
01-620-0-50140	Benefits - W.S.I.B.	3,440.00	5,233.63	5,250.00	5,013.20	4.51%
01-620-0-50150	Benefits-Rec Gen(CPP & EI)Emplo	10,105.00	14,331.48	12,892.00	7,223.36	43.97%
01-620-0-50160	Benefits - OMERS	13,500.00	11,543.46	16,403.00	14,448.71	11.91%
01-620-0-50175	Contracted Services	0.00	248.04	0.00	2,253.47	0.00%
01-620-0-50200	Office Supplies and Stationery	3,100.00	2,684.13	2,300.00	2,022.69	12.06%
01-620-0-50205	Other Materials (Includes Shop Sup	1,000.00	1,347.78	1,000.00	1,735.12	(73.51%)
01-620-0-50207	Protective Clothing	900.00	856.03	1,000.00	899.58	10.04%
01-620-0-50230	Building Maintenance	4,050.00	4,699.65	2,150.00	1,822.76	15.22%
01-620-0-50260	Advertising	500.00	187.85	500.00	242.70	51.46%
01-620-0-50265	Promotions (Special Events)	0.00	129.44	200.00	44.00	78.00%
01-620-0-50270	Telephone (Includes Fax)	675.00	1,148.53	675.00	747.92	(10.80%)
01-620-0-50290	Legal Services	200.00	0.00	200.00	0.00	100.00%
01-620-0-50299	Other Services/Miscellaneous	4,500.00	1,611.41	2,500.00	1,268.91	49.24%
01-620-0-50330	Insurance	11,660.00	11,590.34	12,800.00	12,800.00	0.00%
01-620-0-50340	Computers	15,000.00	16,869.72	16,000.00	18,213.11	(13.83%)
01-620-0-50350	Training/Seminars	4,000.00	4,602.80	2,000.00	2,045.32	(2.27%)
01-620-0-50390	Dispatch/Communications	1,550.00	825.19	1,600.00	290.62	81.84%
01-620-0-50500	Bank Service Charges and Interest	20,000.00	20,207.49	20,000.00	22,238.57	(11.19%)
01-620-0-52360	Medicals/Drivers Abstract/CPIC	60.00	0.00	60.00	0.00	100.00%
01-620-0-52640	MNR Parks - Land Use Permits	900.00	397.47	900.00	408.88	54.57%
01-620-0-52641	MNR Aggregate Permit Fee	400.00	686.05	2,450.00	1,695.12	30.81%
01-620-0-52645	Consignment Paid to Permit Sellers	400.00	115.50	400.00	81.50	79.63%
01-620-0-52800	Access Points - Materials	83,000.00	36,620.99	57,000.00	10,852.24	80.96%
01-620-0-53009	P10-1 - 2010 Ford F150 - PWM - R	1,900.00	537.81	0.00	52.50	0.00%

**Township of North Frontenac**  
**Statement of Revenue and Expenditures**  
*Revised Budget*  
**For General Fund (01)**  
*For the Fiscal Period 2024-13 Auditor Adjustments*

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
01-620-0-53702 Repairs - 2019 Dump Trailer	250.00	122.50	250.00	35.00	86.00%
01-620-0-53808 P21-1 Repairs shared Roads/CLSP	1,300.00	1,355.16	1,100.00	1,200.13	(9.10%)
01-620-0-53908 Repairs - 2011 Jon Boat	500.00	0.00	500.00	1,234.40	(146.88%)
01-620-0-53909 Repairs - 2011 Boat Trailer (Jon Bo	400.00	0.00	400.00	160.41	59.90%
01-620-0-53912 Repairs - 2019 - 1/2 ton Truck	1,000.00	644.70	3,200.00	4,497.76	(40.56%)
01-620-0-53914 Repairs - 2019 - Boat	500.00	345.98	500.00	379.69	24.06%
01-620-0-53915 Repairs - 2019 - Boat Trailer	400.00	65.60	400.00	160.41	59.90%
01-620-0-53916 Repairs - 2018 - 15 HP Evinrude M	400.00	0.00	400.00	61.05	84.74%
01-620-0-53918 Repairs 25 HP Evinrude - 2019	400.00	533.23	400.00	583.04	(45.76%)
01-620-0-53919 MB21 - Repairs 16' Lund Jon Boat	500.00	658.90	500.00	195.11	60.98%
01-620-0-53920 MBT21 - Repairs Ezload trailer for 5	400.00	424.72	400.00	160.41	59.90%
01-620-0-53921 M21 - Repairs 25 HP Mercury Moto	400.00	562.77	400.00	704.08	(76.02%)
01-620-0-53922 M21-2 - Repairs 15 HP Mercury Mo	100.00	0.00	100.00	0.00	100.00%
01-620-0-53925 M22 - Repairs 25HP Mercury Motor	400.00	868.87	400.00	170.47	57.38%
01-620-0-53926 MB22 - Repairs 16' Lund Boat	0.00	0.00	0.00	106.40	0.00%
01-620-0-53927 Repairs - NFP22-1 2022 Dodge Ra			0.00	342.16	0.00%
01-620-0-54000 Equipment Replacement/Repairs	1,400.00	1,730.37	8,500.00	7,754.74	8.77%
01-620-0-54001 New Equipment for Health & Safety	600.00	656.33	600.00	604.04	(0.67%)
01-620-0-54100 Equipment Rentals	400.00	0.00	400.00	0.00	100.00%
01-620-0-54200 Fuel and Lube (Oil)	18,513.00	14,815.29	18,513.00	13,316.63	28.07%
01-620-0-54300 Vehicle/Equipment Licenses	700.00	265.25	700.00	381.25	45.54%
01-620-0-55501 Bridges and Culverts	500.00	0.00	2,000.00	0.00	100.00%
01-620-0-55502 Roadside Maintenance (Includes Br	600.00	0.00	0.00	21,003.26	0.00%
01-620-0-55504 Loosetop Maintenance	50,000.00	45,353.87	66,000.00	40,826.16	38.14%
01-620-0-55550 Safety Devices (Signs)	3,000.00	1,799.26	1,000.00	556.32	44.37%
01-620-0-58050 Capital Fund Expenditures	0.00	0.00	60,000.00	54,956.56	8.41%
01-620-0-58500 Contributions to Reserves/Reserve	0.00	25,392.39	0.00	19,765.90	0.00%
01-620-0-58600 Contributions to TCA Reserve Fund	16,480.00	19,730.00	16,480.00	16,480.00	0.00%
<b>Total General Fund Expenditures</b>	<b>\$ 451,209.00</b>	<b>\$ 433,720.16</b>	<b>\$ 553,505.00</b>	<b>\$ 493,483.12</b>	<b>10.84%</b>
<b>General Fund Excess of Revenues Over Expenditures</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>0.00%</b>

**Township of North Frontenac**  
**Statement of Revenue and Expenditures**  
*Revised Budget*

*For the Fiscal Period 2024-13 Auditor Adjustments*

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
Total Revenues	\$ 451,209.00	\$ 433,720.16	\$ 553,505.00	\$ 493,483.12	10.84%
Total Expenditures	\$ 451,209.00	\$ 433,720.16	\$ 553,505.00	\$ 493,483.12	10.84%
Total Excess of Revenues Over Expenditures	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%

**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:** 21 Feb 2025  
**Re:** Ontario Trillium Capital Grant – Bike Park at Cloyne Ball Diamond Property

### Recommendation:

**Be It Resolved That** Council receives for information the Manager of Community Development's (MCD) Administrative Report entitled "Ontario Trillium Capital Grant – Bike Park at Cloyne Ball Diamond Property";

**And That** Council approves the MCD's Application to the 2025 Ontario Trillium Capital Grant for 100% project funding;

**And That** Council directs the CAO to enter into a Funding Agreement with Ontario Trillium Capital Grant upon the Township's successful Application for 100% project funding;

**And That** Council directs the MCD to have the Bike Park installed at the Cloyne Ball Diamond Property if the Application for Funding is successful.

### Background:

The Ontario Trillium Foundation (OTF) is an agency of the Government of Ontario and one of Canada's leading granting foundations.

The OTF Capital Grant funds programs and services that support the people of Ontario that are delivered locally in a range of community buildings and physical spaces. These places provide opportunities for activity, recreation, and connection and play an important role in creating healthy and vibrant communities where everyone feels a sense of belonging.

In the Capital grant stream, OTF funds projects that update buildings, enhance physical spaces and purchase fixed and non-fixed equipment so people and communities can thrive.

The grant deadline is: March 5, 2025.

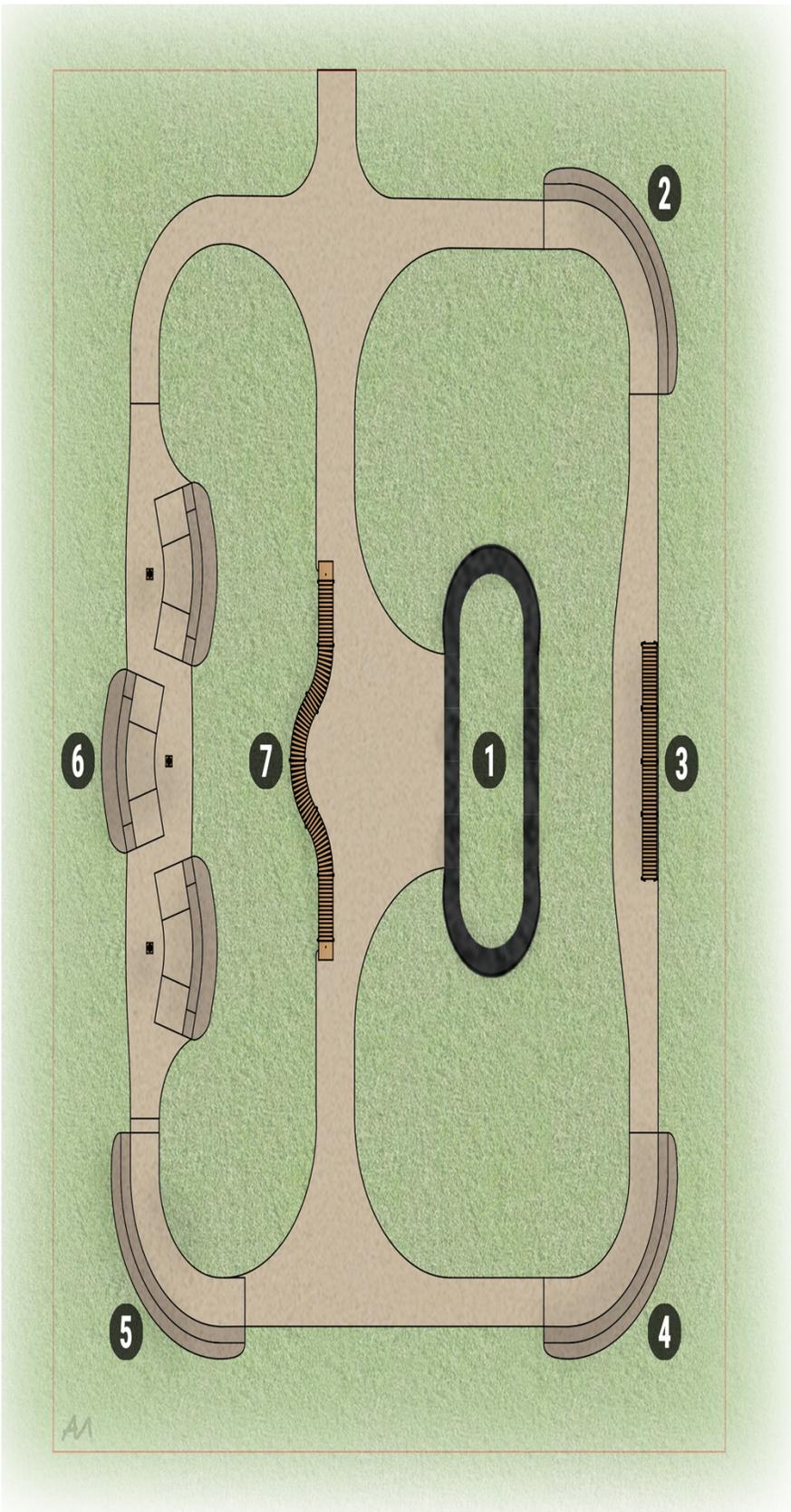
### Researched By:

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

### Comments:

The Township has a great opportunity to motivate and promote active and healthy lifestyles for all ages. The Cloyne Ball Diamond property currently has unutilized space that would be a perfect fit for a new bike park. Bike parks are becoming more popular because they offer a fun and challenging way for people of all ages and abilities to get exercise outdoors, with features like varied trails, jumps, and berms that allow riders to progress their skills, all while being able to easily repeat laps and making a great space to have a social experience.

I have worked with a company on a preliminary design, options and quotation. There are varying designs and components. The approximate proposed size would be: 140' x 170'



**MODULAR SPEED RING 1**



**1' 90 DEG. BERMS 2 4 5**



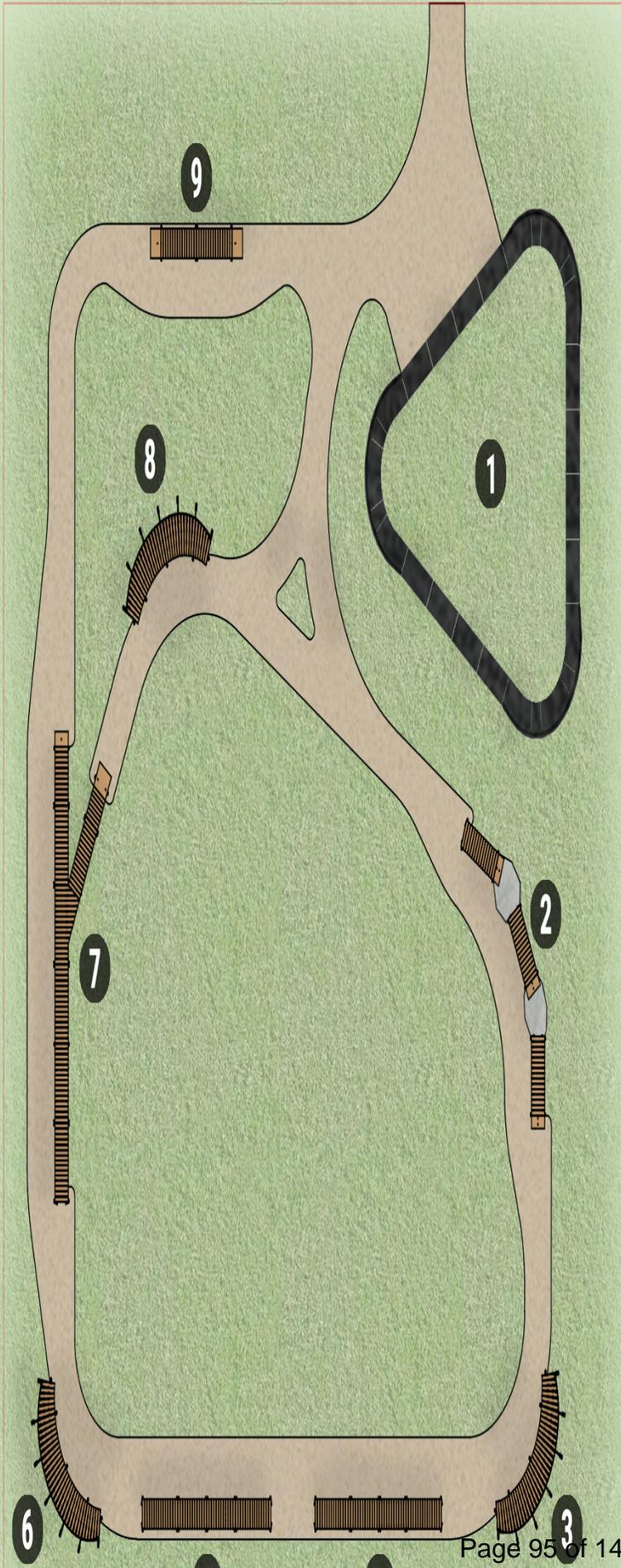
**NESSY 2 BUMP 3**



**BERMED SLALOM 6**



**MAMA SNAKE 7**



**MODULAR TRISTAR 1**



**ROCK LADDER 2**



**TALLADEGA BERM TURN 3 6**



**STEPDOWN ROLLER 4**



**NESSY 2 BUMP 5**



**SPLIT DECISION 7**

### **Financial Impact:**

It is estimated that the value of this project would be approximately \$150,000.

If the Township is a successful applicant, Ontario Trillium Capital Grant will cover 100% of the project's cost.

On-going costs would include:

- Annual Budget Dollars for repairs and/or annual inspection (if required)
- Replacement options in the future.
- Insurance implications for replacement value and potential increase in liability due to perceived risk. Amounts unknown at this time.

### **Strategic Implications:**

Vibrant and Inclusive Community > Promote a health lifestyle > Continued provision for safe, efficient and enhanced recreational facilities, trails and parks.

**To:** Mayor and Members of Council  
**From:** Darwyn Sproule, Public Works Manager, P. Eng.  
Kelly Watkins, Treasurer, Dipl. M.A., M.M,  
**Approved by:** Corey Klatt, Chief Administrative Officer  
**Date of Meeting:** 21 Feb 2025  
**Re:** Joint Application to the Active Transportation Fund with the County of Frontenac - Snow Road Multi-use Pathway

### Recommendation:

**Be It Resolved That** Council receives for information the Public Works Manager’s Administrative Report entitled “Joint Application to the Active Transportation Fund with the County of Frontenac - Snow Road Multi-use Pathway”.

**And That** Council endorses the proposed joint grant application to the Federal Active Transportation Fund for the construction of the multi-use pathway in Snow Road Station;

**And That** staff are authorized to collaborate with relevant County and community partners to prepare and submit the application prior to the February 26 deadline;

**And That** the County will submit the application with the Township as a joint participant;

**And That** the Chief Administrative Officer (CAO) be authorized to enter into an agreement with the Government of Canada should the joint application to the Active Transportation Fund be successful.

**And That** Council instructs the Treasurer to transfer the estimated \$25,000 from the Canada Community Building Fund.

### Background:

The Federal Active Transportation Fund aims to support projects that advance the objectives of Canada’s National Active Transportation Strategy and Strengthened Climate Plan. The Fund prioritizes initiatives that:

- Increase the use of active transportation relative to car travel;
- Enhance affordability by providing cost-effective travel options;
- Support climate change mitigation by reducing road congestion and pollution;
- Improve access to active transportation for all, particularly Indigenous Peoples and equity-deserving groups.

Eligible capital projects include the construction and enhancement of multi-use pathways and infrastructure that promote active transportation.

This report seeks Council’s support for a joint application to the Federal Active Transportation Fund (ATF) to construct a 825m multi-use pathway adjacent to Road 509 in the Village of Snow Road Station. The proposed pathway will serve as a trail connection to the village, enhancing safety for pedestrians and cyclists, residents and visitors, while improving connectivity to a key community amenity and supporting the completion of the Frontenac K&P Trail.

### Researched By:

Darwyn Sproule, Public Works Manager

## Comments:

In January of 2025, County staff and the Public Works Manager met at the Township Office to discuss the opportunity to improve safety for residents and trail users in Snow Road Station. While this type of project would be costly if borne by the County or the Township alone, the Active Transportation Fund offers 60% project funding which greatly reduces the burden carried by the municipality. If approached as partners, the project achieves outcomes desired by all, at a reasonable cost.

The proposed multi-use pathway will extend from the village of Snow Road Station (Community Centre) to the Mississippi River, where a boat launch and picnic area serve as popular local destinations. The existing roadway between these points is characterized by a steep hill and curves, and is frequently used by large trucks and trailers accessing nearby aggregate operations north of the village. This can create safety concerns for non-motorized travelers. The new pathway will provide a safe, dedicated route along the east side of Road 509 for pedestrians and cyclists, facilitating secure access to the riverfront amenities.

Greer Galloway Engineering (GG) has evaluated the more difficult southern section of the proposed project and estimated a cost of \$205,111.78. The remaining 450 m extending into the village of Snow Road Station, if developed to a consistent trail standard, is expected to cost approximately \$45,000 resulting in a total project cost of \$250,000.

In addition to local benefits, the pathway will serve as a critical link for the Frontenac K&P Trail. The pathway will bridge the gap for trail users traveling south of the Mississippi River, enabling them to seamlessly reconnect with the rail trail as it continues north through Snow Road Station. In addition to safety improvements, the proposed trail will address concerns previously discussed regarding damage to roads from trail use, as this will divert trail traffic from the surface of Road 509 to the newly constructed trail.

The proposed multi-use trail in Snow Road Station meets the criteria of the Active Transportation Fund by:

- Providing a safe active transportation connection to local amenities,
- Supporting regional tourism through improved trail connectivity.
- Enhancing safety features on Road 509 for pedestrians and cyclists.

Sections of the proposed pathway are already a connection to the village used by the Snow Road Snowmobile Club to reach their clubhouse and when there is enough snow, it is a groomed to facilitate trail traffic between the K&P Trail and the village.

Frontenac County Council will review this proposed project application at their regular meeting on February 19, 2025. If both municipalities agree to the proposed project and submission, staff will complete the grant application prior to the deadline of February 26, 2025.

## Financial Impact:

The project estimate provided by Greer Galloway Engineering is \$205,111.78 for the development of the trail causeway (370m) South Section. The remaining construction of the North Section to connect the trail to the Community Centre is estimated internally to cost approximately \$45,000, resulting in a project budget of \$250,000. The Active Transportation Fund would provide up to 60% of a project cost.

The proposed breakdown of the cost sharing is as follows:

Active Transportation Fund: \$150,000  
Frontenac County: \$75,000 (Canada Community Building Fund)  
Township of North Frontenac: \$25,000  
Total Project Cost: \$250,000

It is recommended the Township of North Frontenac's portion be transferred from the Canada Community Building Fund with a 2025 year end estimate of \$1,067,120.

### **Strategic Implications:**

Promote a Healthy Lifestyle - continued provision of safe, efficient and enhanced recreational facilities, trails and parks.

**To:** Mayor and Members of Council  
**From:** Darwyn Sproule, Public Works Manager, P. Eng.  
Laura Manion, Public Works Administrative Assistant  
**Approved by:** Corey Klatt, Chief Administrative Officer  
**Date of Meeting:** 21 Feb 2025  
**Re:** 2024 Annual Waste Management/Recycling Statistics and Year-End

### Recommendation:

**Be It Resolved That** Council receives for information the Public Works Manager's Administrative Report entitled "2024 Annual Waste Management/Recycling Statistics and Year-End".

### Background:

Council previously instructed the Public Works Manager (PWM) to provide annual rather than quarterly reports regarding Waste Management/Recycling Statistics.

Recyclables collected and diverted from the Township's landfills are transported either in-house by the Waste / Recycling Hauler or by service providers (i.e. scrap metal, hazardous materials etc.). Throughout the year material is weighed and quantities are tracked to support applicable rebates and expenses, including the Waste Diversion Ontario (WDO) funding through the Datacall.

Programs for Tires, Municipal Hazardous and Special Waste (MHSW) and Waste Electrical and Electronics Equipment (WEEE) have transitioned to a Producer Responsibility Organization (PRO) per the Circular Economy initiative.

The last year to report Blue Box material using the Datacall is 2024, given transition of the Township's Blue Box program to a PRO on July 1, 2025. Having negotiated an agreement with the PRO (Circular Materials) for the Township to continue delivering Blue Box services for the balance of 2025, users will see very little if any impact on the level of service.

Negotiations regarding the Blue Box program for 2026 and beyond are ongoing with Circular Materials and a report will be provided to Council at a future meeting.

### Researched By:

Darwyn Sproule, Public Works Manager  
Laura Manion, Public Works Administrative Assistant

### Comments:

In 2024 we recycled 350 tonnes of material, an increase from 271 tonnes in 2023. The major items include:

Blue Box

- Comingled paper products - 60 tonnes (the same as 2023).
  - Comingled containers (cans, plastic, glass) - 96 tonnes (up from 78 tonnes in 2023).
- Total Blue Box quantity of 156 tonnes or 45% of the total quantity recycled and 16 tonnes more than 2023.

#### Scrap Metal

Recycled 101 tonnes of scrap metal or 29% of the total quantity recycled. This was a significant increase from the 26 tonnes recycled in 2023.

#### Bulky Waste

Recycled / diverted 52 tonnes of bulky waste or 15% of the total quantity recycled.

#### Municipal Hazardous and Special Waste Report (MHSW)

A total of 14 tonnes of MHSW was diverted in 2024, including 3.3 tonnes collected from Addington Highlands residents at the 506 Waste Site. The major items diverted are paint, oil and gasoline. The 2024 quantity is slightly lower than the 17 tonnes diverted in 2023. Although the 14 tonnes only represents 4% of the total quantity of material recycled, we are pleased with this program and the hazardous waste diverted each season.

#### Tires

We recycled 1065 tires, or 10.65 tonnes. This is a significant increase from 2.5 tonnes in 2023, but pick-ups by the PRO were a challenge in 2023. A new service provider in 2024 did a much better job.

#### Re-Use Centre

The Re-Use Centre had another successful season in 2024, diverting approximately 4.9 tonnes of reusable items, similar to the 2023 season.

#### Recycling and Waste Year-End Totals

Recycling rates (bag to bag) for 2024 remained consistent with 2021 to 2023 results, with 54% of the total bags received being recyclables. This is most certainly the result of our bag-for-bag recycling policy.

We continue to see an increase in the total number of bags (Waste and Recycling) received from 76,864 in 2021 to 85,419 in 2024, reflecting the increased demand on our Waste Sites.

In 2023 the Township transitioned from a four stream recycling system with HGC Management to a two stream recycling system with E360 Solutions Ltd. (Manco). The two stream system has been well received by staff and residents in our Township, and is also consistent with the new Circular Economy / PRO operation.

### **Financial Impact:**

In 2024 the Recycling expenses were budgeted at \$346,613, the actual unaudited expenses for 2024 is \$338,623.

### **Strategic Implications:**

Optimize waste management practices through diversion, recycling and repurposing.

## Environmental Task Force Minutes

9:00 AM - Tuesday, January 28, 2025  
Council Chambers

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**Present:** Councillor Roy Huetl (Chair); Deputy Mayor John Inglis; Councillor Fred Fowler; Paul Asselin; Ange Defosse; Marlene Spruyt; Mike Ward; and Katie Surra

**Absent with Regret:** Bruce Moore

**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 9:05 a.m.

### 2. Traditional Land Acknowledgement

### 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 December 17, 2024 as approved via email and received for information at the January 10, 2025 Regular Meeting of Council.*

### 5. Business Arising

a) **Work Plan Update**

1. **Battery Storage Opportunities - John Inglis, Paul Asselin and Marlene Spruyt**
2. **Net Metering - John Inglis, Paul Asselin and Marlene Spruyt**
3. **Invasive Species - Roy Huetl, Fred Fowler and Mike Ward**
4. **Septic Inspection Programs - Bruce Moore, Kate Surra, Roy Huetl and Fred Fowler**
5. **Carrying Capacity of Lakes - Bruce Moore, Kate Surra and Mike Ward**
6. **Short-term Rentals - Bruce Moore, Kate Surra and John Inglis**

#### 1. Battery Storage Opportunities

Deputy Mayor Inglis advised he has been communicating with two companies one being Innergex in Montreal and the other Alectra in Mississauga about solar energy and battery storage within North Frontenac. Alectra's land agent has reviewed maps and identified

three potential properties that may be suitable. Once the property owner is agreeable to having the battery storage placed on their property the proponent would approach the Township to ensure they were agreeable. Many municipalities are wanting to be "hosts" and therefore it has become quite competitive. He advised he sees two challenges one public support and the other is fire safety. This is in the very early stages. Inglis advised he needs more information before providing a formal update to Council.

Asselin advised he attended a meeting on nuclear energy. He advised proponents North Frontenac is interested in discussing energy options.

## **2. Net Metering**

Asselin provided an overview of how net metering works. The owner receives the same cost per kilowatt hour at the lowest rate (tiered billing) when they put energy into the grid. However; there costs to purchase energy is based on the tiered billing. Therefore; hydro has the advantage. He noted this is the model for residential use and it may be different for the Township.

The existing program for the current MicroFit system generates approximately \$5,000 per year in revenue. However; this program is no longer available. Inglis advised the sub-committee is gathering information on the Township's current energy use. He is considering requesting the Township have two contractors review the information and provide a proposal. They will need to look at a business case to determine if the project is feasible. It would take 10 years for the Township to recoup the capital costs. However; Council should not just consider the cost but also the environmental benefit of producing green energy which offsets fossil fuel generation.

## **3. Invasive Species**

Councillor Huetl advised the meeting with Addington Highlands and provincial representatives has not been scheduled yet.

## **4. Septic Inspection Program**

Councillor Huetl advised the sub-committee met last week with representatives of the North Frontenac Lake Association Alliance (NFLAA); Eric Kohlsmith, Inspector, Mississippi-Rideau Septic System Office; and Township staff to look at options for a septic inspection program. He noted a full mandatory inspection program would not be supported at this time but there may be opportunities to implement a pilot project starting with some specific properties. The sub-committee discussed some options and the pros and cons of each including the sale of property, mandatory pump-out with reports provided to the Township; lake trout sensitive lakes, high development areas, Airbnb, etc. The biggest challenges are the costs to administer and enforce the program.

There was also a discussion on how to promote the current voluntary program and the importance of septic health in general. The NFLAA is very supportive of this and some suggestions included a booth at Summerfest, information included in the tax bill mailing, lake association newsletters, Township social media, etc.

## 5. Carry Capacity

No update.

## 6. Short-term Rentals

Inglis advised a future meeting is being arranged and will include some members of the public who have completed some work on this in the past. Also, he will be obtaining information from the CAO on current complaints/concerns.

## 6. New Business

### a) **Task Force Procedures**

Councillor Huetl provided an update on the role of the Task Force. He advised the Task Force provides ideas for their workplan to Council for consideration. The approved workplan allows the Task Force to focus on specific projects/tasks. The Task Force gathers information and data and provides recommendations to Council on how to implement the projects/tasks in the workplan. Council decides if the recommendations put forward are implemented. However; proposals put forward by the Task Force are generally more supported than if brought forward by individual Council or public members.

He noted everyone is encouraged to have opinions and provide recommendations at the meeting. However; when discussing or providing an opinion outside of the Task Force it needs to come from you as an individual and not as part of the Task Force.

Also, if Members have suggestions for agenda items or as additions to the workplan they should provide these to the Chair for inclusion in the Agenda.

### b) **Ontario Municipal Fleet Snapshot Survey**

The PWM advised he participated in a survey in mid-2024 which examined the electrification of municipal fleets. He noted there were some interesting results which are detailed on the attachment in the Agenda.

He also noted the Township is currently preparing the site for two EV charges that will be placed in the parking lot. These are intended for public use.

### c) **Earth Day - April 22, 2025**

**Link to Earth Day Canada Website:** <https://earthday.ca/april-22/>

The PWM advised the Land O' Lakes Garden Club and Lions Club of Land O' Lakes held a litter pick-up day last year along Township roads in North Frontenac and Addington Highlands. They have contacted him about holding a similar event on April 26, 2025. This request will be considered by Council at the January 31, 2025 Council Meeting. He advised if approved, the event will be promoted on the Township's social

media accounts.

The Task Force discussed a potential declaration by the Township to recognize Earth Day. Also, the Township may want to consider some promotion and events to support the declaration, including potentially turning of lights for one-hour; promoting environmental initiatives, etc. The Task Force decided to recommend Council consider a Mayoral Declaration and will discuss initiatives and promoting ideas at the next meeting.

d) ***Septic Re-inspection Report for 2024 to Council on January 31, 2025  
Update for Public Works Manager***

The PWM advised the 2024 report will be provided to Council at the January 31, 2025 Council Meeting. He is also recommending the voluntary program continue for 2025. More information will be available after the Council Meeting.

## 7. Adjournment

- a) ***Meeting adjourned at 10:27 a.m. The next meeting is scheduled for February 25, 2025 at 9:00 a.m.***

## 8. Recommendations

**Be It Resolved That** Council receives the January 28, 2025 Environmental Task Force Notes for information;

**And That** Council declares April 22, 2025 as Earth Day;

**And That** Council instructs the Clerk to prepare a Mayoral Declaration and once approved by the Mayor to include a copy on the Township's social media accounts.

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Councillor Roy Huetl, Chair,  
Environmental Task Force

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

**Absent with Regret:**

### 1. Call to Order

Robinson called the meeting to order to 9:08 a.m.

### 2. Adoption of Meeting Minutes

#### a) *JHSC August 30, 2024 Meeting Minutes*

Minutes of the JHSC Meeting dated August 30, 2024 were approved by the two (2) Co-Chairs and were received for information by the JHSC. Minutes were received by Council at their Regular Meeting November 22, 2024 (Resolution # 394-24 attached).

#### b) *JHSC November 12, 2024 Meeting Minutes*

Minutes of the JHSC Meeting dated November 12, 2024 were approved by the two (2) Co-Chairs and were received for information by the JHSC. Minutes were received by Council at their Regular Meeting January 10, 2025 (Resolution #15-25 attached).

### 3. Business Arising From Minutes

#### a) *None.*

### 4. New Business

#### a) *Annual Review of the Municipal Health & Safety Program*

The JHSC reviewed the annual Municipal Health & Safety Program and had no recommended amendments.

#### b) *Annual Review of the Municipal Health & Safety Program Workplace Violence & Harassment Policy Section #006.*

The JHSC reviewed the annual Municipal Health & Safety Program Workplace Violence & Harassment Policy Section #006 and had no recommended amendments.

## 5. Communications

- a) ***Workplace General Monthly Inspection Discrepancies from October 1, 2024 to December 31, 2024***

Provided to JHSC for information purposes.

- b) ***Workplace General Monthly Inspection Discrepancies from October 1, 2024 to December 31, 2024***  
***None.***

- c) ***Workplace General Monthly Inspection Discrepancies from January 1, 2024 to December 31, 2024***

Provided to JHSC for information purposes.

## 6. Other Business / Round Table

- a) ***JHSC Member Information and Meeting Dates 2025***

Worker representative advised that the JHSC Member Information and Meeting Dates 2025 needs to be amended to update one (1) Worker Representative and add the JHSC Secretary.

- b) ***Amendments to the Monthly Workplace Inspection Reports***

A Worker Representative proposed amending the Monthly Inspection Reports to be site specific to allow for efficiencies during inspections. By consensus the JHSC would like to proceed with the recommendation and that the secretary will provide the recommendation to the CAO for consideration. If approved, the Secretary will provide the Inspection Reports to the committee members to review before the next JHSC Meeting.

## 7. Next JHSC Meeting Date

- a) ***May 6, 2025 @ 9:00 a.m. Main Office Meeting Room***

## 8. Adjournment

**Meeting adjourned at 9:35 a.m.**

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OH&SC Co-Chair

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Co-Chair



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

**Date:** January 31, 2025

**Resolution # 46-25**

**Moved By:**  
Councillor Fred Fowler

**Seconded By:**  
Councillor Vernon Hermer

**Be It Resolved That** Council receives the Notice of Motion from Councillor Fowler regarding petitioning the Provincial Government to implement provincial regulations to restrict the possession, breeding and use of non-native (exotic) wild animals and licenced zoos;

**And That** Council will consider this request at the February 21, 2025 Council Meeting.

**Carried**

Mayor



### Council Portfolios

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

#### Mayor Gerry Lichty

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

#### Councillor Wayne Good

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

#### Councillor Stephanie Regent

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

#### Councillor Roy Huetl

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

**Councillor Vernon Hermer**

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

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

**Deputy Mayor John Inglis**

<b>Portfolio:</b> Lake Associations – Ward 3 Lakes	<b>Responsibility:</b> <ul style="list-style-type: none"><li>• Council Liaison</li></ul>
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# The Corporation of the Township of North Frontenac

## By-law # 2025-08

### 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 2 on Registered Plan 13R-23291** as a lot addition to the lands described as PIN 36178-0232 (LT) for the purchase price of \$3386.28 plus \$440.21 HST for a total of \$3826.49 (Kashwkamak Lake)
  - b) **Parts 4 and 5 on Registered Plan 13R-22057** as a lot addition to the lands described as Part of Lot 16, Concession 1, South Canonto, being Part of Part 1 and Part 2 on 13R-21336 and Parts 1, 2, 3, on 13R-22057 for the purchase price of \$929.66 plus \$120.86 HST for a total of \$1050.52 (Palmerston 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 21<sup>st</sup> day of February 2025.

**Read** a third time and finally passed this 21<sup>st</sup> day of February 2025.

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Gerry Lichty, Mayor

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Brooke Drechsler, Deputy Clerk

## **Schedule A**

**All That Part** of the Road Allowance adjacent to Part of Lot 23, Concession 6, and Block A Registered Plan No. 1090, geographic Township of Barrie, Township of North Frontenac, County of Frontenac being Part 2 on Registered Plan 13R-23291 (Kashwakamak Lake)

**All Those Parts** of the Road Allowance lying in front of Lot 16, Concession 1, geographic Township of South Canonto, Township of North Frontenac, County of Frontenac being Parts 4 and 5 on Registered Plan 13R-22057 (Palmerston Lake)

# The Corporation of the Township of North Frontenac

## By-law # 2025-09

### Being a By-law to Amend Schedule “C” Part 1 of By-law #80-23 the Waste Disposal By-law for the Township of North Frontenac

**Whereas** the Council of Corporation of the Township of North Frontenac deems it expedient to amend By-law #80-23, the Waste Disposal By-law for the Township of North Frontenac;

**And Whereas** Schedule “C” provides the Recycling Policy and lists the materials accepted for recycling at the waste transfer area of designated Waste Disposal Sites;

**Now Therefore Be It Resolved** That Council enacts as follows:

1. **That** Schedule “C” Part 1 be amended as follows by deleting the following:
  - Plastic shopping bags (Film #4)\* (All bags shall be clean, containing no labels, paper receipts or flyers and all plastic bags shall be stuffed into one clear bag).
  - Heavy plastic wrap\* from salt bags, pop/water case wrap etc., (clean - absolutely no residue).
  - Polystyrene\* take-out containers (cups, bowls and plates), meat and bakery trays, egg cartons etc., (All items shall be clean – absolutely no food residue).
  - Styrofoam\* packaging from household appliances, electronics etc. to be placed separately in clear bags.
2. **That** all Resolutions, By-laws or parts of By-laws, which are contrary to or inconsistent with this By-law, are hereby repealed;
3. **That** this By-law shall come into force and take effect on the date of its final passing.

**Read** a first and second time this 21<sup>st</sup> day of February 2025.

**Read** a third time and finally passed this 21<sup>st</sup> day of February 2025.

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Gerry Lichty, Mayor

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Brooke Drechsler, Deputy Clerk

The Corporation of the Township of North Frontenac

**By-law #2025-10**

**Being a By-law to Authorize the Mayor and Clerk to Sign an Environmental Compliance Approval Application on Behalf of the Corporation of the Township of North Frontenac**

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

**That** the Mayor and the Clerk are hereby authorized to sign an Environmental Compliance Approval Application declaring the Municipality has no objection to the construction of the works proposed by Fernleigh Lodge; and that the Application is attached as Schedule "A" to this By-law;

**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 full force and effect from and after its passing.

**Read** a first and second time **February 21, 2025**.

**Read** a third time and finally passed this **February 21, 2025**.

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Gerry Lichty, Mayor

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Brooke Drechsler, Deputy Clerk

Complete the sections as shown below.

- Section 1: Applicant Information
- Section 2: Project Information
- Section 3: Regulatory Requirements
- Section 4: Site Information
- Section 5: Facility Information
- Section 6: Supporting Documentation and Technical Requirements
- Section 7: Authorization
- Section 8: Payment Information

Fields marked with an asterisk (\*) are mandatory.

## 1. Applicant Information

### 1.1 Applicant Information

Applicant Type \*

- Corporation       Individual       Federal Government       Municipal Government  
 Partnership       Provincial Government       Sole Proprietor  
 Other (specify) \_\_\_\_\_

Applicant Name (Legal name of individual or organization as evidenced by legal documents) \*

KP Corporation 2833759

Select if Business Name same as Applicant Name

Business Name \*

Fernleigh Lodge

Business Number \*

751147

Business Website Address

www.fernleighlodge.com

Primary North American Industry Classification System (NAICS) Code \*

72

Other NAICS Code

72

Separate list attached?

Yes  No

Business Activity Description

Fishing and Family Lodge

✓ Completion Status (1.1 Applicant Information)

### 1.2 Applicant Physical Address

Address Type? \*

Civic Address       Survey Address

**Civic Address**

Unit Number

Street Number \*

1796 B

Street Name \*

South Rd.

**Survey Address**

Enter Lot and Concession or Part and Reference Plan

Lot	Concession	Part	Reference Plan
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Municipality/Unorganized Township *		County/District		
North Frontenac		Frontenac County		
Province/State *		Country *		Postal/Zip Code *
Ontario		Canada		H0H1K0
Telephone Number *	Fax Number	Mobile Number	Email Address *	
613-479-5566 ext.	613 319-2964	613-827-8615	info@fernleighlodge.com	

**Geo Reference**

Description of location	Map Datum	Zone	Accuracy Estimate	Geo-Referencing Method	UTM Easting	UTM Northing
Southwest corner of property	NAD83	18	2 metres +/-	WGS84	-77.00	44.87
Physical location of front door or main entrance	NAD83	18	2 metres +/-	WGS84	-77.00	44.87

✓ Completion Status (1.2 Applicant Physical Address)

**1.3 Applicant Mailing Address**

Select if same as Physical Address

Unit Number	Street Number *	Street Name *
	1796 B	South Rd.
Delivery Designator	Delivery Identifier	Postal Station

Municipality/Unorganized Township *		County/District		
North Frontenac		Frontenac County		
Province/State *		Country *		Postal/Zip Code *
Ontario		Canada		H0H1K0
Telephone Number *	Fax Number	Mobile Number	Email Address *	
613-479-5566 ext.			info@fernleighlodge.com	

✓ Completion Status (1.3 Applicant Mailing Address)

Fields marked with an asterisk (\*) are mandatory.

## 2. Project Information

### 2.1 Project Name and Description

Project Name \*

Fernleigh Lodge on Site Sewage Treatment

Project Description Executive Summary \*

A 100 yr operation of cabin rentals has a fix of permitted sewage treatment and old unknown sanitary treatment of unknown configuration. Currently there is no ECA approval nor application. The total sewage generated is approximately 17000 litres +/- *35125 l/w*. This proposal suggests adding a run to the approved bed, constructing 2 more septic beds and constructing one small Class 2 treatment bed for the laundry room.

Supplemental Application Information (select information button for required information for this field) \*

The owner plans to begin this spring to add onto the existing permitted tile bed and connect the 3-Manor cabins and lodge to this altered system; and to construct the Class 2 treatment system for the laundry. The Fernleigh Lodge is an ongoing operation. Currently all the sanitary is treated. There are no indications of "break out". The proposed new large bed is planned to be installed no later that spring of 2025, with the smaller bed no later than the spring of 2026. This construction would be implemented soon should there be any sign of bed deterioration or "break out". There have been pre-consultations with Craig Dobiech from the Kingston Regional office. A copy of this application will be sent to the MOE Regional Office as well as the MOE Head Office in Toronto.

This application seeks approval to treat approximately *35125 l/w* ~~17,000~~ design daily flow of sewage. This proposes:

1. to add a run of distribution pipe of equal length to existing pipe in this bed,
2. construct a new distribution bed for the balance [less two] of the cabins,
3. construct a small bed to the last two cabins on the east and north,
4. construct a Class 2 treatment for the laundry room - clothes washer effluent.

✓ Completion Status (2.1 Project Name and Description)

### 2.2 Application Type

Type \*

- New ECA  Technical Amendment to existing ECA (including extending the cessation or expiry date of an existing ECA that is not expired)
- Revocation of existing ECA  Administrative amendment to existing ECA
- Application for renewal of operational flexibility or limited operational flexibility  Consolidation of existing ECAs

Is this application for the addition of a new project type to the site or a new municipal waste category/class code to the waste management systems or a new sewage facility type?

Yes  No

Is this application for Transfer of Review? \*

Yes  No

✓ Completion Status (2.2 Application Type)

### 2.3 Project Type

Project Type (Select all that apply) *	Operational Flexibility?	Pilot Project?
<input type="checkbox"/> Air - Stationary	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Air - Mobile	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Noise	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Vibration	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Waste Disposal Site - Landfill site	N/A	<input type="checkbox"/>
<input type="checkbox"/> Waste Disposal Site - Transfer site	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Waste Disposal Site - Processing site	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Waste Disposal Site - Composting site	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Waste Disposal Site - Thermal Treatment site	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Waste Disposal Site - Hauled Sewage Disposal Site	N/A	<input type="checkbox"/>
<input type="checkbox"/> Waste Disposal Site - Processed Organic Waste (Biosolids) Land Application Site	N/A	<input type="checkbox"/>
<input type="checkbox"/> Sewage - Industrial	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Sewage - Municipal	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Sewage - Private	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Waste Management System - General Waste Management System	N/A	<input type="checkbox"/>
<input type="checkbox"/> Waste Management System - Hauled Sewage (Septage)	N/A	<input type="checkbox"/>
<input type="checkbox"/> Waste Management System - Processed Organic Waste for transport to an agricultural or non-agricultural site for storage or land application	N/A	<input type="checkbox"/>
<input type="checkbox"/> Waste Management System - Mobile Waste Processing	N/A	<input type="checkbox"/>
<input type="checkbox"/> Cleanup of contaminated sites - Mobile	N/A	<input type="checkbox"/>
<input type="checkbox"/> Cleanup of contaminated sites - Site specific	N/A	<input type="checkbox"/>

Completion Status (2.3 Project Type)

### 2.4 Approval Information

Reason for Application / Application initiated by \*

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Applicant                        | <input type="checkbox"/> S. 20.18 Order (attach copy)                                |
| <input type="checkbox"/> Condition of existing approval              | <input type="checkbox"/> Provincial Officer Order (attach copy)                      |
| <input type="checkbox"/> Inspection Report (attach copy)             | <input type="checkbox"/> Extend the cessation date or expiry date of an existing ECA |
| <input type="checkbox"/> ECA Review Notice from Director (EPA s20.4) | <input type="checkbox"/> ECA Review Required by Regulation (EPA s20.4)               |
| <input type="checkbox"/> Other (specify) _____                       |  |

**Current Environmental Compliance Approvals that may be changed or amended by this application:**  N/A

Environmental Compliance Approval Number	Date of Issuance (yyyy/mm/dd)	Cessation/Expiry Date (yyyy/mm/dd)

Separate list attached?

Yes  No

**Other proposed Environmental Compliance Approvals related to this project:**  N/A

Project Type	Ministry Reference Number (if applicable)	Have Submitted	Have not Submitted
		<input type="checkbox"/>	<input type="checkbox"/>

Separate list attached?

Yes  No

✓ Completion Status (2.4 Approval Information)

### 2.5 Other Approval/Permits for Facility

List all other instruments (approvals or permits) issued by the Ministry of the Environment, Conservation and Parks or applied for under the *Environmental Protection Act*, *Environmental Assessment Act*, *Ontario Water Resources Act* and *Safe Drinking Water Act, 2002* and any Environmental Activity and Sector Registrations that are relevant to this application.  N/A

Instrument Type	Instrument Number/ Application Reference Number	Approval or Application Date (yyyy/mm/dd)	Cessation/Expiry Date (yyyy/mm/dd)

Separate list attached?

Yes  No

List all other instruments (approvals or permits) issued by an agency, municipality or another ministry that are relevant to this application.  N/A

Issuing Agency	Approval or Permit Name	Approval or Permit Number	Issued Date (yyyy/mm/dd)
KFL&A	Phillips, Kevin	CLM-23-15	2015/12/07

Separate list attached?

Yes  No

✓ Completion Status (2.5 Other Approval/Permits for Facility)

### 2.6 Technical Contacts

#### Technical Contact 1

Area of Responsibility (Select all that apply) \*

Air  Noise/Vibration  Sewage  Waste

Name of Technical Contact

Last Name \*

Trought

First Name \*

Edward

Company \*

HAMBLY GROUP

#### Address Information

Select if same as Applicant Mailing Address

#### Civic Address

Unit Number

Street Number \*

1104

Street Name \*

Cedarwoods Dr

Delivery Designator

Delivery Identifier

Postal Station

Verona

Municipality/Unorganized Township \*

South Frontenac

County/District

Frontenac

Province/State \*

Ontario

Country \*

Canada

Postal/Zip Code \*

K0H2W0

Telephone Number \*

613-374-1746

ext.

Fax Number

Mobile Number

613-536-9118

Email Address \*

evtrought@gmail.com

✓ Completion Status (2.6 Technical Contacts)

Fields marked with an asterisk (\*) are mandatory.

### 3. Regulatory Requirements

#### 3.1 Environmental Bill of Rights (EBR) Requirements

Is this an application for a classified instrument identified in Section 5 of [O. Reg. 681/94](#), under the Environmental Bill of Rights, 1993 (EBR)? \*

Yes  No

If yes, an exception to the requirement to post a proposal notice on the Environmental Registry may apply. These exceptions are set out in the EBR. If you believe an exception may apply to your proposal, please identify which circumstance may be applicable and provide the appropriate supporting information. The information you provide is for background purposes; the Ministry will evaluate the information and determine whether an exception does in fact apply.

- This proposal has been considered in a substantially equivalent process of public participation. (EBR, 1993, s.30.). Please provide a description of any processes of public participation that you engaged in, that were substantially equivalent to the process required under the EBR, in respect of the environmentally significant aspects of the ECA application, including:
- The type of public participation
  - How, where and when the process of public participation was conducted
  - The number of participants
  - The type of comments received
  - Actions you took as a result of the comments
  - Whether ministry staff were involved in the process

Please also include documentation verifying the process of public participation.

Was the public participation process carried out in fulfillment of the requirements related to an approval under the *Planning Act*?

Yes  No

If yes, was the *Planning Act* approval related to a plan of subdivision?

Yes  No

- This proposal is for an emergency situation. (EBR, 1993, s. 29.). Please provide details about why a delay that would result from posting a proposal for the ECA on the Environmental Registry would result in (a) danger to the health or safety of any person; (b) harm or serious risk of harm to the environment; or (c) injury or damage or serious risk of injury or damage to any property
- This proposal is for an amendment to or revocation of an existing Environmental Compliance Approval that is not environmentally significant. (EBR, 1993, s. 22 (3).) Please provide details about why the effect of the amendment or revocation on the environment is insignificant.
- This proposal has been subject to or exempted from Environmental Assessment Act (EAA) Requirements or considered in a decision of a tribunal. (EBR, 1993, s. 32.) Please provide a description of why the ECA would be a step toward implementing an undertaking or other project that is (a) subject to, or exempted from, a decision made under the EAA; or (b) approved by a decision made by a tribunal after affording an opportunity for public participation.
- Check here if you do not believe any of the above circumstances apply to your proposal.

✓ Completion Status (3.1 Environmental Bill of Rights (EBR) Requirements)

#### 3.2 Environmental Assessment Act (EAA) Requirements

If you indicate this proposal has been subject to, or exempted from, EAA Requirements, provide proof the proposal has met the EAA Requirements or has been exempted.

For more information on environmental assessment requirements please visit <https://www.ontario.ca/page/environmental-assessments>.

Is the proposed undertaking subject to the requirements of the EAA? \*

Yes  No

If yes, please select one of the following:

The proposed undertaking has fulfilled the requirements of the EAA through the completion of a Class EA process

Name of Class EA \_\_\_\_\_

Schedule/Group/Category (if applicable) \_\_\_\_\_

If applicable, please submit a copy of the proof of completion (for example, Notice of Completion).

Was a section 16 order (previously named a Part II Order), under the EAA requested, considered (e.g. Notice of Proposed Order) and/or made on/for the undertaking?

Yes  No

If yes, please submit a copy of the relevant documentation.

The proposed undertaking has fulfilled all of the requirements for the EAA through:

Select all that apply:

completion of an Environmental Screening Process pursuant to O. Reg. 101/07 of the EAA

completion of an Environmental Screening Process pursuant to O. Reg. 116/01 of the EAA

Was the undertaking subject of an elevation request(s)?

Yes  No

If yes, please submit a copy of the Director's decision letter. If an appeal was made to the Director's decision, please also submit a copy of the Minister's decision letter.

completion of an Environmental Screening Process pursuant to O. Reg. 231/08 of the EAA

Was the undertaking subject of an objection(s)?

Yes  No

If yes, please submit a copy of the Minister's decision letter.

The proposed undertaking has fulfilled the requirements of the EAA through the completion of an individual Environmental Assessment.

Please submit a copy of the signed Notice of Approval.

Was the undertaking exempted from the requirements of the EAA?

Yes  No

The proposed undertaking has fulfilled the requirements of the EAA through an exemption provided under:

Select one of the following

Section \_\_\_\_\_ of Ontario Regulation No. \_\_\_\_\_ or

Declaration/Exemption Order Number \_\_\_\_\_

If Regulation, Declaration Order or Exemption Order does not refer directly to this undertaking, please provide supporting documentation to explain why it applies to this facility

✓ Completion Status (3.2 *Environmental Assessment Act* (EAA) Requirements)

### 3.3 Consultation/Notification

**Indigenous Consultation:**

- Is the proposed project/activity on Crown land or does/would it alter access to Crown land? \*  Yes  No
- Is the proposed project/activity in an open or forested area where hunting, trapping or plant gathering could occur? \*  Yes  No
- Does the proposed project/activity involve the clearing of forested land? \*  Yes  No
- Could the proposed project/activity impact a water body (e.g., direct discharge) or alter access to a water body? \*  Yes  No
- Could the proposed project/activity impact cultural heritage or archaeological resources, or access to them? \*  Yes  No
- Is the proposed project/activity adjacent or close to a First Nation Reserve? \*  Yes  No
- Is the applicant aware of any concerns from Indigenous communities about this proposed project/activity? \*  Yes  No
- Were there conditions placed, or direction provided, in another (or previous) permit or approval for consultation in relation to this project/activity? \*  Yes  No
- Based on the online Guide to Applying for an Environmental Compliance Approval, or direction provided by the Ministry or another agency, are Indigenous consultation activities likely required as part of this application process? \*  Yes  No

If Yes to the question above, please describe the consultation/notification activities undertaken for this application or as part of another process (e.g., EAA) in relation to the proposed project/activity, including a summary of the notification/consultation, First Nation and Métis communities contacted, key issues raised and how they were addressed, any changes to the project as a result of these activities, and any planned consultation/notification activities in the future.

Please attach supporting documents (e.g., record of consultation, delegation letter and/or direction provided by the Crown, materials provided to communities, meeting notes and agendas, correspondence with communities as appropriate).

If the applicant has determined that consultation with First Nation and Métis communities is not likely required for the proposed project/activity, please provide a rationale why: \*

This proposal is for subsurface treatment of sanitary waste generated on the same property.

**Other Consultation/Notification:** [Show Information](#)

Has the applicant had a ministry pre-application consultation in relation to the proposed project? \*

Yes  No

If this application is for a waste disposal site (including for a Hauled Sewage Disposal Site), have the neighbour notification requirements been completed?

Yes  No

If yes, please attach a Public Consultation/Notification Report that includes the notice and list of recipients.

If no, please select the reason for not undertaking neighbour notification:

Application is for an administrative amendment

other, please explain \_\_\_\_\_

Are there any other consultation/notification activities that have been undertaken to fulfill requirements by other legislation or through voluntary efforts? \*

Yes  No

If yes, please:

1. describe the consultation/notification activities below; and
  2. attach documents describing each of these consultation/notification activities, any changes to the project as a result of these activities and any planned consultation/notification activities in the future.
- 

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✓ Completion Status (3.3 Consultation/Notification)

Fields marked with an asterisk (\*) are mandatory.

#### 4. Site Information

##### 4.1 Site Address or Storage Location

Will the vehicles or equipment be stored at more than one location?

Yes  No

(If yes, please enter all vehicle or equipment storage locations below and attach separate list, as necessary.)

Select if same as Applicant Physical Address

Address Type? \*

Civic Address  Survey Address

##### Primary Civic Address

Unit Number	Street Number *	Street Name *
	1796 B	South Rd.

##### Additional Civic Addresses

Unit Number	Street Number	Street Name

Separate list attached?

Yes  No

##### Primary Survey Address

Enter Lot and Concession or Part and Reference Plan

Lot	Concession	Part	Reference Plan

##### Additional Survey Address

Enter Lot and Concession or Part and Reference Plan

Lot	Concession	Part	Reference Plan

Separate list attached?

Yes  No

Municipality/Unorganized Township \*

North Frontenac

County/District

Frontenac County

Province/State \*

Ontario

Country \*

Canada

Postal/Zip Code \*

H0H1K0

Non-address Information (includes any additional information to clarify the physical location)

##### Geo Reference (required)

Select if same as Applicant Physical Geo Reference

Description of location	Map Datum *	Zone *	Accuracy Estimate *	Geo-Referencing Method *	UTM Easting *	UTM Northing *
Southwest corner of property	NAD83	18	2 metres +/-	WGS84	-77.00	44.87
Physical location of front door or main entrance	NAD83	18	2 metres +/-	WGS84	-77.00	44.87

Completion Status (4.1 Site Address or Storage Location)

#### 4.2 Site or Storage Location Information

Site Name \*

Fernleigh Lodge

Days and Hours of Operation \*

24-7

Ministry of the Environment District Office \*

Kingston District Office

Is the site (property) that is the subject of this application owned by the applicant? \*

Yes  No

If no, please include the owner's name, address and a signed document indicating that the applicant has the authority to install and operate the proposed activity, or store vehicles or equipment on the land.

Is the applicant the operating authority of the site that is the subject of this application? \*

Yes  No

If no, please include the operating authority name, address and phone number.

Is the site located in an area of development control as defined by the *Niagara Escarpment Planning and Development Act* (NEPDA)? \*

Yes  No

If yes, please attach a copy of the NEPDA permit for proposed activity.

Is the site within an area covered by the Oak Ridges Moraine Conservation Plan? \*

Yes  No

If yes, please attach proof of municipal planning approval for the proposed activity/work (for example, zoning by-law, letter from municipality, etc.).

Completion Status (4.2 Site or Storage Location Information)

#### 4.3 Site Zoning and Classification N/A

Current Land Use \*

Tourist Commercial

Official Plan Designation \*

Tourist Commercial

Current Zoning (Please attach zoning map, if available.) \*

Waterfront

Adjacent Land Use (select all that apply) \*

Industrial  Agricultural  Commercial  Recreational  Residential

Other (specify) \_\_\_\_\_

Adjacent Land Zoning \*

residential

Does the current zoning permit the proposed activity? \*

Yes  No

Does the applicant have correspondence from the municipality to confirm that the current zoning of the property permits the proposed use? \*

Yes  No If yes, please attach correspondence from the municipality.

Does the official plan designation support the proposed activity? \*

Yes  No

Completion Status (4.3 Site Zoning and Classification)

**4.4 Point of Entry into Ontario**  N/A

(for waste management system vehicles that are stored at an address outside of Ontario)

City in closest proximity to the point of entry

Description of Point of Entry

✓ Completion Status (4.4 Point of Entry into Ontario)

**4.5 Source Protection/Drinking Water Threats** (sewage or waste disposal site applications only)  N/A

Check the source protection area(s) where the activity is/will be located \*

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Ausable Bayfield                 | <input type="checkbox"/> Cataraqui Region                        | <input type="checkbox"/> Catfish Creek         |
| <input type="checkbox"/> Central Lake Ontario             | <input type="checkbox"/> Credit Valley                           | <input type="checkbox"/> Crowe Valley          |
| <input type="checkbox"/> Essex                            | <input type="checkbox"/> Ganaraska                               | <input type="checkbox"/> Grand River           |
| <input type="checkbox"/> Grey Sauble                      | <input type="checkbox"/> Halton                                  | <input type="checkbox"/> Hamilton              |
| <input type="checkbox"/> Kawartha-Haliburton              | <input type="checkbox"/> Kettle Creek                            | <input type="checkbox"/> Long Point            |
| <input type="checkbox"/> Lakehead                         | <input type="checkbox"/> Lake Simcoe and Couchiching/Black River | <input type="checkbox"/> Lower Trent           |
| <input type="checkbox"/> Lower Thames Valley              | <input type="checkbox"/> Maitland Valley                         | <input type="checkbox"/> Mattagami             |
| <input checked="" type="checkbox"/> Mississippi Valley    | <input type="checkbox"/> Niagara                                 | <input type="checkbox"/> North Bay Mattawa     |
| <input type="checkbox"/> Northern Bruce Peninsula         | <input type="checkbox"/> Nottawasaga Valley                      | <input type="checkbox"/> Rideau Valley         |
| <input type="checkbox"/> Raisin Region                    | <input type="checkbox"/> South Nation                            | <input type="checkbox"/> Saugeen Valley        |
| <input type="checkbox"/> Sault Ste. Marie                 | <input type="checkbox"/> Severn Sound                            | <input type="checkbox"/> Sudbury               |
| <input type="checkbox"/> St. Clair Region                 | <input type="checkbox"/> Toronto and Region                      | <input type="checkbox"/> Otonabee-Peterborough |
| <input type="checkbox"/> Outside a source protection area | <input type="checkbox"/> Quinte                                  | <input type="checkbox"/> Upper Thames River    |

Is the proposed activity located or planned to be located in a vulnerable area identified in a local assessment report source protection plan under the *Clean Water Act, 2006*? \*

Yes  No

If yes, what is/are the vulnerable area(s)/zone(s)?

- Wellhead Protection Areas     Surface Water Intake Protection Zones     Highly Vulnerable Aquifers  
 Significant Groundwater Recharge Areas     Issue Contributing Areas

Is the activity being applied for identified as a significant drinking water threat in the assessment report for the local source protection area? \*

Yes  No

✓ Completion Status (4.5 Source Protection/Drinking Water Threats)

**4.6 Receiver of Effluent Discharge** (sewage applications only)  N/A

Intermediate Receiver Name

Watershed Name

Type of Receiver

- Surface Water     Groundwater     Other (specify) \_\_\_\_\_

Has the facility received local Conservation Authority clearance? (for stormwater management facility discharging to the natural environment)

Yes  No

If yes, please include a copy of the Conservation Authority clearance.

**Final Receivers**  N/A

If the proposed activity will discharge sewage to any of the following critical receivers, please identify the receiver(s):

Lake Simcoe  Rideau River  Detroit River  
 Great Lakes  Rouge River  Bay of Quinte  
 Other (specify) \_\_\_\_\_

Is the receiver a Policy 2 receiver?

Yes  No

Does the applicant have a Policy 2 deviation approval from the directors?

Yes  No

If yes, please attach a copy of the Director's approval.

✓ Completion Status (4.6 Receiver of Effluent Discharge)

**4.7 Site Physical and Distance Parameters** (Hauled Sewage Disposal Site and Processed Organic Waste Land Application Site applications only)  N/A

Total Site Area (hectares)

Total Usable Area (hectares)

**Soil T-Time**

What is the estimated soil T-time within the usable area of the site based on field percolation tests or equivalent method? (e.g. grain size analyses). Use the check boxes below for your answer (more than one box can be checked) and provide a copy of the soil evaluation/analysis along with this application.

T-time < 1 minute per cm  T-time > 1 minute per cm and < 50 minutes per cm  T-time > 50 minutes per cm

**Soil Permeability**

Provide an estimate of the soil permeability within the usable area of the site based on field percolation tests or equivalent method (e.g. grain size analyses). Use the check boxes below for your answer (more than one box can be checked) and provide a copy of the soil evaluation/ analysis along with this application.

Slow  Moderate  Moderately Rapid  Rapid

**Average Slope**

Provide an estimate of the slope of the land within the usable area of the site. Use the check boxes below for your answer (more than one box can be checked).

0-3% (Flat)  3-6% (Gentle Slope)  6-9% (Moderate Slope)  >9% (Steep Slope)

Is the land within the usable area tile drained?

Yes  No

**Distance to Sensitive Features**

Please identify whether the distance from the edge of any portion of the site where hauled sewage or processed organic waste will be spread/stored or where hauled sewage will otherwise be deposited (e.g. in a dewatering trench, lagoon, storage) or land applied is:

Within 30 metres of the closest public roadway?

Yes  No

Within 200 metres of the closest surface water body?

Yes  No

Within 90 metres of the closest house on-site?

Yes  No  N/A

Within 90 metres of the closest house off-site?

Yes  No

Within 450 metres of the closest residential area (i.e. cluster of 3 or more houses)?

Yes  No

Within 450 metres of the closest commercial, recreational or institutional use, and locations at which people regularly congregate?

Yes  No

**Distance to Local Treatment Facilities**

Is there a private or municipal sewage treatment plant that accepts hauled sewage located within 50km of this site?

Yes  No  N/A

Is there any other type of private or municipal facility (e.g. biodigester) that accepts and treats hauled sewage located within 50km of this site?

Yes  No  N/A

✓ Completion Status (4.7 Site Physical and Distance Parameters)

Fields marked with an asterisk (\*) are mandatory.

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## 5. Facility Information

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5.1 Air [Show Information](#)

5.2 Noise

5.3 Sewage Works [Show Information](#)

### 5.3.1 Facility Type - Sewage Works

You must choose at least one of the major facility types: Sewage Treatment Plant; Stormwater Management Facility; Storm, Combined or Sanitary Sewers; Ditches; Forcemains; or Pumping Station.

For Sewage Treatment Plants and Stormwater Management Facilities, select at least one of the sub-choices of project types and, where applicable, provide the category and design capacity.

Choose from among these categories:

"New" for applications for new Sewage Works.

"Category 1 Amendment" for an amendment to an existing treatment plant approval to include additional facilities to increase the approved rated capacity of the plant, including expansion, re-rating or upgrading of an existing facility.

"Category 2 Amendment" for an amendment to an existing treatment plant approval to include additional facilities that do not increase the approved rated capacity of the plant, including new tertiary treatment facilities and the established, alteration, expansion, or replacement of an outfall.

"Category 3 Amendment" for an alteration or replacement of treatment plant equipment or processes that do not involve the addition of new facilities, including:

1. The alteration, extension or replacement of a pumping station, an aeration system, a chemical storage or application system, filter media or a standby power supply system.
2. The provision of additional points of process chemical applications.
3. The provision for odour control equipment.

"Category 4 Amendment" for any other amendment requiring a technical review.

For more information, see: "Pipe Data Form: Watermain, storm sewer, sanitary sewer and forcemain design. Supplement to application for approval for Water and Sewage Works"

Select the type of facility that is the subject of the application (select all that apply). \*

Sewage Treatment Plant (STP)  Stormwater Management Facility

For the following, the applicant must complete and attach the relevant sections of the pipe data form:

Storm Sewers  Ditches  Combined Sewers  
 Force mains  Sanitary Sewers  Pumping Station

Does the pumping station pump directly to a sewage treatment plant?

Yes  No

(If yes, please attach the hydrogeological assessment.)

#### Sewage Treatment Plant Details

Primary  Secondary  Tertiary  
 Receives septage  Constructed/Engineered Wetlands  On-site system  
 Lagoons (check all that apply below)

Septage  Municipal  Other (specify) \_\_\_\_\_

Facility Type \*

Municipal or private facility

Category: \*  New  1  2  3  4

Please indicate the maximum design capacity of the municipal or private sewage treatment plant: \*

≤ 4,500 m<sup>3</sup>/day  > 4,500 m<sup>3</sup>/day

Facility for the treatment of leachate

Category:  New  1  2  3  4

Facility for the treatment of industrial process wastewater

Category:  New  1  2  3  4

Facility for the disposal of non-contact cooling water

Subsurface disposal

Please indicate the design capacity of the subsurface disposal: \*

≤ 15m<sup>3</sup>/day  > 15 m<sup>3</sup>/day and < 50 m<sup>3</sup>/day  > 50 m<sup>3</sup>/day

### Stormwater Management Facility Details

Category:  New  1  2  3  4

Pond Type

Wet Pond  Dry Pond  Other (specify) \_\_\_\_\_

What is the drainage area (in hectares) associated with the proposed activity? \_\_\_\_\_

Does the applicant own all, or part of the drainage area?

Applicant owns all of the drainage area

Applicant owns part of the drainage area

Applicant does not own the drainage area

For the drainage area land that the applicant does not own, does the applicant have an agreement with the owner(s) of the drainage area?

Yes  No

What is the predominant type of land use in the drainage area?

Rural or Agricultural  Commercial or Industrial  Residential

Is a Hydrogeological Assessment required? \*

Yes  No

(If yes, please attach the hydrogeological assessment.)

Is a review of effluent criteria assessment for stormwater management, cooling water or soil remediation facilities required? \*

Yes  No

(If yes, please attach the final effluent criteria accepted by the Regional Office of the Ministry.)

Is a review of effluent criteria assessment for municipal or private sewage, industrial process wastewater or leachate treatment plant required? \*

Yes  No

(If yes, please attach the final effluent criteria accepted by the Regional Office of the Ministry.)

Note: The Hydrogeological Assessment, effluent criteria, and surface water assessment must be discussed and prepared with the Ministry's regional technical support section during a pre-application meeting(s) and consultation(s) with the Ministry. A proof of concurrence from technical support must be included as part of the ECA application package.

✓ Completion Status (5.3.1 Facility Type - Sewage Works)

**5.3.2 Servicing**

The works will provide sewage servicing for (select all that apply): \*

Residential

Residential Type

Subdivision

Condominium

Institutional

Other (specify) \_\_\_\_\_

Is there a Municipal Responsibility Agreement in place?

Yes  No  N/A

(If yes, please attach a copy of the Municipal Responsibility Agreement.)

Commercial

Commercial Type \*

Hotel, Motel, Inn

Campground, Park

Rental Cabins

Resort

Shopping Malls

Restaurant

Highway Service Station/Gas Bars  Other (specify) \_\_\_\_\_

Industrial

Describe \_\_\_\_\_

✓ Completion Status (5.3.2 Servicing)

**5.3.3 Sewage Servicing for Waste Disposal/Landfill Sites**

Does/Will the sewage treatment facility receive waste disposal/landfill site leachate? \*

Yes  No

If yes, please identify the site(s) below.

Name of Site Contributing Leachate	Environmental Compliance Approval Number	Volume of Leachate (m <sup>3</sup> )
1.		

✓ Completion Status (5.3.3 Sewage Servicing for Waste Disposal/Landfill Sites)

✓ Completion Status (5.3 Sewage Works)

**5.4 Waste Disposal Site** (Including a Hauled Sewage Disposal Site or a Processed Organic Waste (Biosolids) Land Application Site)

**5.5 Waste Management Systems (Except Mobile Waste Processing)**

**5.6 Waste Management System - Mobile Waste Processing**

**5.7 Cleanup of Contaminated Sites**

## 6. Supporting Documentation and Technical Requirements

### 6.1 General

Note\*\*: Information contained in this application form (excluding Section 8, payment information) is not considered confidential and will be made available to the public upon request. If the applicant is of the view that any part of the supporting information to this application is confidential on the grounds that such information constitutes a trade secret or scientific, technical, commercial, financial or labour relations information, please make this known in the table below by selecting the appropriate checkbox and providing the explanation for confidentiality in Section 6.10. The Ministry may request a redacted copy of this document for public viewing. Although the applicant may identify the supporting information as confidential, the information is subject to the FIPPA and EBR. If you do not claim confidentiality at the time of submitting the information (i.e. select the appropriate checkbox in the table below), the Ministry may make the information available to the public without further notice to the applicant.

Attachment	Required, Optional or N/A	Attached?	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential/ Not Suitable for Public Viewing
Proof of legal name	Required	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Enhanced EBR description	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Provincial Officer Notice	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Inspection Report	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Detailed project and process description	Required	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Pre-application Consultation Record	Required	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Legal Survey(s)	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Site Plan(s)	Required	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Scaled area location plan(s) with geo-referencing points identified	Required	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Documentation in support of EBR Exception	Required	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	operation has been ongoing for 100 yrs	<input type="checkbox"/>
Proof of Compliance with EAA Requirements	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Proof of Consultation/Notification	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Financial Assurance Estimate	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Name, address and consent of land/site owner for the installation and operation of the proposed activity or storage location of equipment or vehicle	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Name, address and phone number of the Operating Authority	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Copy of NEPDA Permit	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Copy/Proof of Municipal Planning Approval (ORMCA, general)	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Municipal Zoning Confirmation Letter	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Zoning map	Required	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Conservation Authority Clearance	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Director's approval for Policy 2 Deviation	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Application Fee	Required	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>

Attachment	Required, Optional or N/A	Attached?	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential/ Not Suitable for Public Viewing
Other (please describe)	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>

✓ Completion Status (6.1 General)

### 6.2 Air

Attachment	Required, Optional or N/A	Attached?	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential/ Not Suitable for Public Viewing
Emission Summary and Dispersion Modelling (ESDM) Report prepared in accordance with s. 22 and of O. Reg. 419/05 (including signed checklist)	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Electronic copy of the Dispersion Modelling input and output files prepared in accordance with s. 26 of O. Reg. 419/05	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Supporting Information for a Maximum Ground Level Concentration Acceptability Request for Compounds with no Ministry POI Limit - Supplement to Application for Approval, EPA S. 9	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Copies of forms requesting O. Reg. 419/05 instruments and supporting documentation	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Other (please describe)	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>

✓ Completion Status (6.2 Air)

### 6.3 Noise and Vibration

Attachment	Required, Optional or N/A	Attached?	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential/ Not Suitable for Public Viewing
Primary Noise Screening	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Secondary Noise Screening	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Acoustic Assessment Report including signed checklist (AAR)	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Vibration Assessment Report	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Noise Abatement Action Plan	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Other (please describe)	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>

✓ Completion Status (6.3 Noise and Vibration)

**6.4 Sewage Works**

Attachment	Required, Optional or N/A	Attached?	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential/ Not Suitable for Public Viewing
Signed Municipal Responsibility Agreement	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Detailed description of the proposed activities/works	Required	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Notice of Completion for the Environmental Study Report (ESR)	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Design Brief	Required	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Preliminary Engineering Report	Optional	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Final Plans	Required	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Engineering Drawings and Specifications	Required	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Sewage quantity and quality characteristics	Required	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Stormwater Management Report	Required	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Site is unchanged	<input type="checkbox"/>
Stormwater Management Plan	Required	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Site is unchanged no stormwater impact	<input type="checkbox"/>
Hydrogeological Assessment with proof of concurrence from the Ministry's Regional technical support section	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Environmental Impact Analysis	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Final effluent criteria accepted with proof of concurrence from the Ministry's Regional Technical Support Section	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Sewage Works Operational Flexibility Requirements - Engineer's Report	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Sewage Works Operational Flexibility Requirements - Declarations	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Pipe Design Data Form	Required	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	pipe design from OBC12 part 8	<input type="checkbox"/>
Other (please describe)	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>

✓ Completion Status (6.4 Sewage)

**6.5 Waste Disposal Sites**

Attachment	Required, Optional or N/A	Attached?	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential/ Not Suitable for Public Viewing
Design and Operations Report	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Stormwater Management Report	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Hydrogeological Assessment with proof of concurrence from the Ministry's Regional technical support section	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>

Attachment	Required, Optional or N/A	Attached?	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential/ Not Suitable for Public Viewing
Assessment of Physical and Water Use Conditions	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Waste Operational Flexibility Requirements - Engineer's Report	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Waste Operational Flexibility Requirements - Declarations	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Copy of notification to adjacent landowners	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Other (please describe)	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>

#### Hauled Sewage Disposal Sites - Additional Supporting Documentation

Soil Evaluation / Analysis	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Local Groundwater Conditions Report (e.g. well water records, data to support inferred groundwater flow, groundwater monitoring data, hydrogeological assessment with proof of concurrence from the Ministry's regional technical support section)	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Surface Water Assessment Report (e.g. surface water monitoring data, description of aquatic habitat, surface water users, existing stressors, description of proposed measures to minimize risks)	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Map showing location of the site in relation to local features	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>

#### Processed Organic Waste (Biosolids) Land Application Sites - Additional Supporting Documentation

Soil Evaluation / Analysis	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Processed Organic Waste Analysis	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Overview of Beneficial Use and Risk Management Measures	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Map showing location of the site in relation to local features	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>

✓ Completion Status (6.5 Waste Disposal Sites)

#### 6.6 Waste Management Systems

Attachment	Required, Optional or N/A	Attached?	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential/ Not Suitable for Public Viewing
Proof of vehicle and/or equipment ownerships	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Complete Fleet List (list of all vehicles, trailers and equipment used)	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Copy of the Liability Insurance for all vehicles for which insurance is required	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Copy of the storage tank design	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>

Attachment	Required, Optional or N/A	Attached?	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential/ Not Suitable for Public Viewing
Copy of commercial vessel licence	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Description of the physical location where the vehicles transporting biomedical waste are being disinfected	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Drivers Training Manual (for PCB/ Biomedical Waste)	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
A copy of the applicant's Operation Plan including detailed packaging and biomedical waste handling methods	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Contingency and Emergency Procedures Plan (for PCB/ Biomedical Waste/Hauled Sewage (Septage))	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Other (please describe)	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>

✓ Completion Status (6.6 Waste Management Systems)

**6.7 Mobile Waste Processing**  N/A

Attachment	Required, Optional or N/A	Attached?	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential/ Not Suitable for Public Viewing
Design and Operations Report - Mobile Waste Processing of General Waste	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Design and Operations Report - Mobile Waste Processing of Liquid Waste	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Other (please describe)	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>

✓ Completion Status (6.7 Mobile Waste Processing)

**6.8 Cleanup of Contaminated Sites**  N/A

Attachment	Required, Optional or N/A	Attached?	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential/ Not Suitable for Public Viewing
Design Report for Cleanup of Contaminated Sites	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
Other (please describe)	Optional	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>

✓ Completion Status (6.8 Cleanup of Contaminated Sites)

**6.9 Other Attachments**  N/A

Title	Reference	Confidential/ Not Suitable for Public Viewing
		<input type="checkbox"/>

Is there an attachment of an additional list of attachments?

Yes  No

If there is not enough space to list all of the attachments included in this application package, please include an additional listing of these attachments.

✓ Completion Status (6.9 Other Attachments)

### 6.10 Confidentiality / Not Suitable for Public Viewing

Note\*\* Although the applicant may identify the supporting information as confidential, the information is subject to the FIPPA and EBR.

For each attachment selected in tables 6.1 to 6.9 as having confidential information, provide an explanation for confidentiality / why the attachment(s), or information within the attachment(s) is not suitable for public viewing.

Please provide a redacted copy of this document(s) that can be used for public viewing.

Attachment containing confidential information (i.e. Name of document)	Explanation for Confidentiality	Redacted Copy Attached?	Explanation is Confidential/Not Suitable for Public Viewing
		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/>

✓ Completion Status (6.10 Confidentiality / Not Suitable for Public Viewing)

### Attachments

File Name	Size (MB)	Selected File
		<input type="checkbox"/>
<b>Total</b>		

Please note: The collection of personal information in this application is necessary to administer the Ministry's approvals program, which is authorized pursuant to the *Environmental Protection Act* and the *Ontario Water Resources Act*. The personal information collected in this application will be used to administer the program, including for the purposes of the Ministry's compliance and enforcement activities under the aforementioned acts, and for the purposes of making information in respect of Environmental Compliance Approvals available to the public with the exception of payment information. Questions about the collection of the information can be directed to a Client Service Representative, Client Services and Permissions Branch, 135 St. Clair Avenue West, 1st Floor, Toronto ON M4V 1P5; Telephone outside Toronto 1-800-461-6290 or in Toronto 416-314-8001 or Fax 416-314-8452.

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## 7. Authorization

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### 7.1 Statement of the Applicant

I am authorized to prepare and submit this application and to make this certification. I have reviewed the complete application and I have made all inquiries that are necessary to declare to the best of my knowledge, information and belief:

- The information contained in this application is complete and accurate.
- The Technical Contact(s) identified in this application has/have been authorized to prepare certain technical material, and act on behalf of the applicant to discuss this application with the Ministry of the Environment, Conservation and Parks and to provide additional information about this application to the Ministry on request.
- The information provided to the Technical Contact(s) in relation to this application is complete and accurate.

By checking this each of the undersigned acknowledge that in providing their name on the applicable line below in electronic form will constitute a signature for the purposes of the *Electronic Commerce Act, 2000*, S.O. 2000, c. 17. \*

Name of Signing Authority (Please print) \*

Kevin Phillips

Title \*

President

Telephone Number

613-479-5566

ext.

Mobile Number

Fax Number

613-319-2964

Email Address

info@fernleighlodge.com

Signature (hard copy submission must be signed)



Date (yyyy/mm/dd) \*

2023/11/06

Completion Status (7.1 Statement of the Applicant)

### 7.2 Statement of the Municipality N/A

I, the undersigned hereby declare on behalf of the Municipality, that the Municipality has no objection to the construction of the works in the Municipality.

By checking this each of the undersigned acknowledge that in providing their name on the applicable line below in electronic form will constitute a signature for the purposes of the *Electronic Commerce Act, 2000*, S.O. 2000, c. 17.

Name (Please print)

Title

Name of Municipality

Signature (hard copy submission must be signed)

Date (yyyy/mm/dd)

Completion Status (7.2 Statement of the Municipality)

### 7.3 Statement of Technical Contacts

**Technical Contact 1**

I have been authorized by the applicant to prepare the technical materials for the area(s) of responsibility identified in section 2.6 that are included in the application. I have reviewed those technical materials and I have made all inquiries that are necessary to declare to the best of my knowledge, information and belief:

- The technical materials contained in this application in respect of the area(s) of responsibility identified in section 2.6 are complete and accurate.
- I have the relevant education and experience necessary to provide this certification.

By checking this each of the undersigned acknowledge that in providing their name on the applicable line below in electronic form will constitute a signature for the purposes of the *Electronic Commerce Act, 2000*, S.O. 2000, c. 17. \*

Name of Technical Contact (Please print) \*

Edward Trought, P. Eng.

Signature (hard copy submission must be signed)

Date (yyyy/mm/dd) \*

2023/11/06

✓ Completion Status (7.3 Statement of Technical Contacts)

## 8. Payment Information - Application for an Environmental Compliance Approval

### Payment Options \*

The information collected in this section of the form is considered confidential and will only be used to process the application fee. All fees should be paid in Canadian funds.

**Pay online** (under \$10,000)

- Ensure the application form is complete before paying your application fee online.
- The application form and supporting documents (attached in Section 6) will be automatically emailed (up to 13 MB of data) to the Client Services and Permissions Branch after payment has been confirmed.
- If your submission is greater than 13 MB, do not attach the supporting documents, send us a link to download your files by emailing [ECA.submission@ontario.ca](mailto:ECA.submission@ontario.ca).

**Credit card payment by mail** (address below) **or facsimile** at 416-314-8452 (under \$10,000)

Type of Credit Card <input type="checkbox"/> VISA <input type="checkbox"/> MasterCard	Credit Card Number	Expiry Date (mm/yy)
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Name on Credit Card (please print)

Credit Card Holder's Company Name

Card Holder's Signature

Date (yyyy/mm/dd)

- Email the application package to [ECA.submission@ontario.ca](mailto:ECA.submission@ontario.ca). Wait for the Ministry to provide the reference number, then complete the Application Summary Page below (include the reference number), and mail or fax it to the Client Services and permissions Branch.
- To protect credit card information, do not submit this page containing payment information via e-mail. **Applications containing credit card information that are submitted via e-mail will not be processed and will be destroyed.**

**Certified cheque** (payable to the Minister of Finance)

**Money order** (payable to the Minister of Finance)

If payment by **certified cheque or money order**, email the application package to [ECA.submission@ontario.ca](mailto:ECA.submission@ontario.ca). Wait for the Ministry to provide the reference number, then complete the Application Summary Page below (include the reference number), staple the cheque / money order to the page, and mail it to the Client Services and Permissions Branch.

### Mailing Address

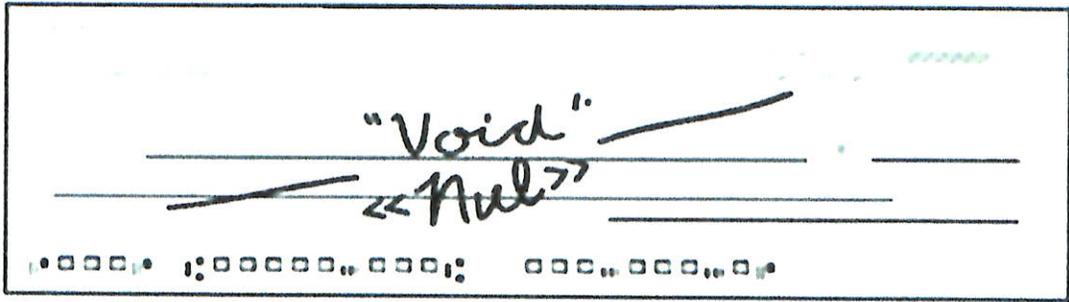
Client Services and Permissions Branch  
Ministry of the Environment, Conservation and Parks  
135 St. Clair Ave W, 1st Floor  
Toronto ON M4V 1P5

If this form has been completed by hand, the fee calculations must be completed and attached separately. The supplemental fee calculations do not need to be included if this form has been completed electronically.

If this form has been completed electronically, the fees for this application have been calculated based on the information provided. The Ministry may require additional information during the review of the application that could impact the total fee required.

Completion Status (8 Payment Information)

If paying by certified cheque or money order, please attach it here.





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**Application Summary**

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Reference Number	Payment Received (\$)	Date (yyyy/mm/dd)	Initials

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**Applicant Name**KP Corporation 2833759

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**Project Name**Fernleigh Lodge on Site Sewage Treatment

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**Project Description Executive Summary**

A 100 yr operation of cabin rentals has a fix of permitted sewage treatment and old unknown sanitary treatment of unknown configuration. Currently there is no ECA approval nor application. The total sewage generated is approximately 17000 litres +/- . This proposal suggests adding a run to the approved bed, constructing 2 more septic beds and constructing one small Class 2 treatment bed for the laundry room.

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**Supplemental Application Information**

The owner plans to begin this spring to add onto the existing permitted tile bed and connect the 3-Manor cabins and lodge to this altered system; and to construct the Class 2 treatment system for the laundry. The Fernleigh Lodge is an ongoing operation. Currently all the sanitary is treated. There are no indications of "break out". The proposed new large bed is planned to be installed no later that spring of 2025, with the smaller bed no later than the spring of 2026. This construction would be implemented soon should there be any sign of bed deterioration or "break out". There have been pre-consultations with Craig Dobiech from the Kingston Regional office. A copy of this application will be sent to the MOE Regional Office as well as the MOE Head Office in Toronto.

This application seeks approval to treat approximately 17,000 design daily flow of sewage. This proposes:

1. to add a run of distribution pipe of equal length to existing pipe in this bed,
2. construct a new distribution bed for the balance [less two] of the cabins,
3. construct a small bed to the last two cabins on the east and north,
4. construct a Class 2 treatment for the laundry room - clothes washer effluent.

## Application Status

Section	Completed?			
1. Application Information	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
2. Project Information	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
3. Regulatory Requirements	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
4. Site Information	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
5. Facility Information	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
6. Supporting Documentation	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
7. Authorization	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
8. Payment Information	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No

## Fee Summary

Activity	Amount (\$)
Administrative Processing	\$200.00
Review of EPA s. 9 activities	\$0.00
Review of EPA s. 27 activities	\$0.00
Review of OWRA s. 53 activities	\$10,900.00
<b>Total Fee</b>	<b>\$11,100.00</b>

The Ministry may request additional fees upon review of this application.

If this form is submitted in print version only and the smart calculation feature is not used, please attach the fee calculation separately.

**The Corporation of the Township of North Frontenac**

**By-law #2025-11**

**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 February 21, 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 February 21, 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 February 21, 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 February 21, 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 **February 21, 2025**.

**Read** a third time and finally passed this **February 21, 2025**.

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**Gerry Lichty, Mayor**

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**Brooke Drechsler, Deputy Clerk**