

## Regular Council Agenda

9:00 AM - Friday, April 25, 2025

Council Chambers

[Zoom Meeting Registration](#)

### 1. Call to Order

- a) Public Notice regarding Recording of Meetings 11  
[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) April 25, 2025

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

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

### 5. Business Profile

None.

### 6. Presentations

None.

### 7. Delegations

- a) Concession and Shore Road Allowance Closure and By-law - 12 - 18  
 Boyd/Boyle/Johnson (including Delegations from Rob Nowell and Nick Johnson, Agent for Property Owner)

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

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

**And That** if the applicants are agreeable to this, they are to provide a survey sketch (draft survey) to the Clerk to review in consultation with

the Public Works Manager, prior to having the survey registered and the Road Closing By-law provided to Council for consideration.

[Concession and Shore Road Allowance Closure and By-law - Boyd/Boyle/Johnson - Pdf](#)  
[Comments from Rob Nowell](#)

- b) Clar Mill Community Volunteers: Request to expand Bottle/Can Collection Program to the Plevna Waste Site 19

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

**And That** Council thanks them for their time spent today; And That Council instructs the Public Works Manager to look into this request and report back to Council at a future Council meeting.

[CMCV Council 2025 Letter Plevna Site Returnables](#)

## 8. Adoption of Minutes

- a) Minutes of the Meeting(s) to be adopted by Council 20 - 30

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

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

[Public Council - 04 Apr 2025 - Zoning By-law Amendment - Minutes - Pdf](#)

[Regular Council - 04 Apr 2025 - Minutes - Pdf](#)

## 9. Business Arising Out of Minutes

- a) Resolution #431-24: Proposed Date for Open House re: Communal Servicing - June 6, 2025 31 - 36

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

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

[Communal Services Land Use Policies – Official Plan Amendment - Pdf](#)

## 10. Communications

- a) Clerk's Administrative Report - Communications 'A' Section 37

**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

B1. Melanie Hindson, Registered Dental Hygienist, Smiles 4 Miles: Gift from the Heart- Dental Hygiene Bay 38

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

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

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

[Smiles 4 Miles re Gift from the heart dental hygiene day](#)

B2. Quinte Conservation Authority: Invasive Species Boat Cleaning Station Project - Proposal 2025 39 - 43

**Be It Resolved That** Council receives for information a letter dated April 8, 2025, from Lindsay Nash, Outreach and Stewardship Coordinator, Quinte Conservation Authority (QCA), advising QCA is seeking to partner with the Township on the Invasive Species Management Projects with the Invasive Species Centre providing a CD3 Wayside Solar Trailer Boat Cleaning Station on a rotating basis to prevent the spread of aquatic invasive species through recreational boating;

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

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

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

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

[Invasive Species Management Project Boat Cleaning Station 2025 - Township of North Frontenac](#)

[Boat Cleaning Station](#)

- B3. Tyler Seniuk, Resident re: Request for Exemption from Noise By-law 44

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

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

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

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

[Tyler Seniuk, Resident Request for Exemption from Noise By Law](#)

- B4. Township of Central Frontenac: Request for Support - US Tariff Response 45

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

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

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

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

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

**And That** Municipalities are on the front lines of infrastructure development and maintenance; and by ensuring municipal access to stimulus funding, we can continue to deliver critical infrastructure

projects that not only support long-term sustainability but also provide immediate economic benefits.

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

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

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

[US Tariff Response- CF April 8 2025](#)

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

46 - 47

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

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

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

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

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

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

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

**And That** Council requests that the Provincial Strong Mayor Powers

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

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

[Town of Tillsonburg re Request for Support Strong Mayor Powers](#)

B6. John and Evelyn Garcia: Refreshment Vehicle Application

48

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

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

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

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

[Evelyn and John Garcia, Residents Request to Place a Refreshment Vehicle on Township Property](#)

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

a) Chief Administrative Officer: Strong Mayor Powers

49 - 53

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

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

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

[Strong Mayor Powers - Pdf](#)

- b) Clerk/Planning Manager: Request for Reconsideration of Concession Road Allowance Closure – Pisani/Willis 54 - 57

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

**And That** Council receives the additional information from the applicants;

**And That**

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[Request for Reconsideration of Concession Road Allowance Closure – Pisani/Willis - Pdf](#)

- c) Clerk/Planning Manager: Concession and Shore Road Allowance Closure and By-law - Falchetto 58 - 61

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

**And That** as required by By-law #2025-04, Concession Road Allowance between Concessions 10 and 11, Lots 7 and 8 (south of the wetland area) geographic Township of Clarendon, shown as Part 1 on Registered Plan 13R-23325; the Road Allowance between Lots 5 and 6, Concession 10, geographic Township of Clarendon, shown as Part 1 on Registered Plan 13R-23316; and the Shore Road Allowance lying adjacent to Part of Lot 6, Concession 10 (Big Gull Lake), geographic Township of Clarendon, being Part 2 on Registered Plan 13R-23316 be declared as surplus and sold to the adjoining owners; and that an appraisal of the properties is not necessary as these are Road Allowances;

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

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

- d) Councillor Huetl: Environmental Task Force - Mandatory Septic Inspection Proposal 62 - 63

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

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

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

[4. Admin Report to Council- Mandatory Septic Inspection Proposal - Pdf](#)

- e) Deputy Mayor Inglis: Environmental Task Force - Battery Energy Storage Investigation 64 - 66

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

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

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

[1. Admin Report to Council - Battery Energy Storage Investigation - Pdf](#)

- f) Public Works Manager: Request to Revise the 2025 Capital Plan for Hard Surfaced Roads 67 - 78

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

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

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

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

[Request to Revise the 2025 Capital Plan for Hard Surfaced Roads - Pdf Presentation](#)

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

- a) Environmental Task Force 79 - 82

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

[Environmental Task Force - 25 Mar 2025 - Minutes - Pdf](#)

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

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

- a) Resolution #122-25: Purchase of Canadian Flags, Decals and Lapel Pins 83

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

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

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

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

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

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

[Resolution #122-25](#)

## 15. Council Portfolio Verbal Reports

- a) Each Council member has a portfolio for which they are responsible. 84 - 85  
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: 86 - 96

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

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

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

[2025-21 Concession and Shore Road Closing - Falchetto](#)

[2025-22 To Adopt Use of Township Property Policy](#)

## 17. Public Forum

## 18. Closed Session

None.

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

None.

## 20. Confirmatory By-law

- a) Confirming By-law #2025-23

97

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

[2025-23 Confirming By-law](#)

## 21. Adjournment

- a) Adjournment of the Council Meeting

**Be It Resolved That** Council adjourns the Meeting at \_\_\_\_\_ .m. until May 15, 2025, or at the call of the Chair.



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

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

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

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

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

**To:** Mayor and Members of Council  
**From:** Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M.  
**Approved by:** Corey Klatt, Chief Administrative Officer  
**Date of Meeting:** 25 Apr 2025  
**Re:** Concession and Shore Road Allowance Closure and By-law -  
Boyd/Boyle/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 Principal - Boyle, Boyd and Johnson";

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

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

### Background:

The subject property is developed with nine cabins and various accessory structures, constructed on the property and Township owned Road Allowances. The property is bisected by the Township Road Allowance. As the Township owns land that separates the two parcels, each parcel could be legally conveyed separately. It is Township Staff's understanding that the cabins, or parts of the cabins, constructed on the road allowance were built between 1940 and 1960; this timing is consistent with when the Tourist Commercial establishment was operated.

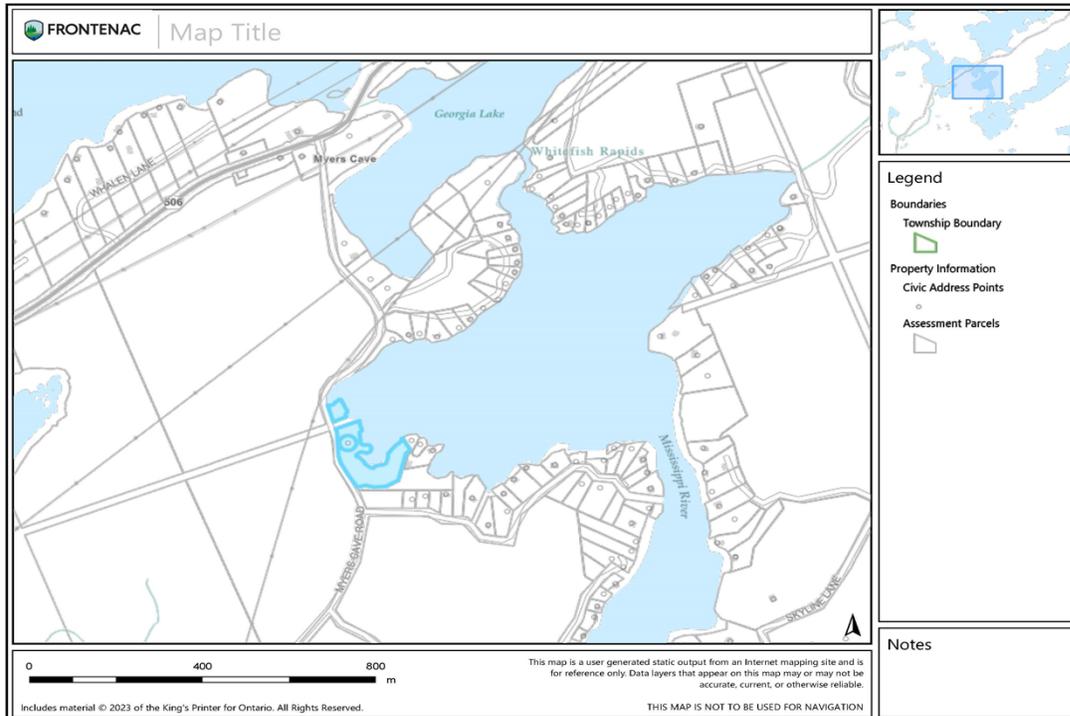
Currently the lot to the north of the Road Allowance contains two cabins and is approximately 0.16 hectares (0.4 acres) in area with 33 meters (108 feet) of waterfrontage and road frontage. The lot to the south of the Road Allowance is approximately 1.47 hectares (3.63 acres) in area with 323 meters (1060 feet) of frontage and contains 6 cabins (two of which are partially located on the Road Allowance). The Shore Road Allowance was sold to the property owners in 2016 excluding the portion in front of the Concession Road Allowance.

On February 26, 2016, Council approved transferring the road allowances to the property owners in exchange for an area of the property to provide a suitable access from Myers Cave Road to Kashwakamak Lake. At that time, the property owners requested time to install a new septic system before determining the area to be considered in the land exchange. The septic system was replaced in 2019. Township Staff have met with the property owners several times to discuss the land exchange and other options. On April 26, 2024, Council reaffirmed their agreement to the land exchange provided all expenses, including surveying and legal fees were covered by the property owners and the location of the land transferred is reviewed by the Public Works Manager.

On November 11, 2024, Township Staff received a request from the property owners to purchase the Road Allowances. Road Closing applications were submitted to purchase the Concession Road Allowance (CRA) between Concession 6 and Concessions 7, geographic Township of Barrie, (Kashwakamak Lake, shown as Part 1 on Registered Plan 13R-21377; and the Shore Road Allowance (SRA) between the Concession Road Allowance and Kashwakamak Lake being Part 2 on Registered Plan 13R-21377.(see below Key Map and survey).

Council received an [Administrative Report](#) on February 21, 2025 regarding this file and passed Resolution #59-25, approving in principal the above noted Road Allowances. Notice was provided in accordance with Sale and Disposition of Land Policy (By-law #2024-07).

### Key Map



**Survey**



Figure #2 shows the area along Myers Cave Road. Township staff and the Municipal Road Inspector visited the property to look at the access to the bay. However this area is muddy in the winter with the low water and does not provide a good access.

**Figure #2**



Option #1 - Approve Partial Closure of the Road Allowance (approximately half)

A portion of the southern half of the road allowance contains one existing dwelling and part of two existing dwellings. The northern portion of the road allowance is vacant with an existing access to Whitefish Bay. If the southern portion of the Road Allowance was closed and sold, this would benefit the applicants as their structures would then be located on property they own.

It would also benefit the public as there would still be enough space to access Whitefish Bay in the winter for ice fishing. It is not necessary to have a boat launch in this area as there are four boat launches that can be used to access Kashwakamak Lake, one of which is in close proximity to the subject property.

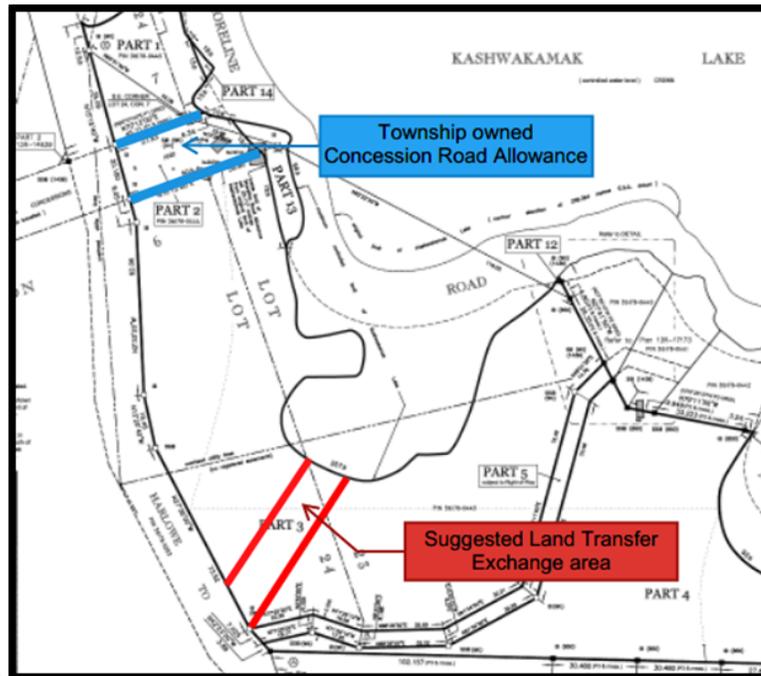
If Council chooses this option, it is recommended the property owners provide a draft survey for review by the Clerk, in consultation with appropriate Township staff, prior to the survey being registered to ensure the proposed line meets the two objectives above.

Option #2 - Approve Road Closing Applications and Sell Property

If the entire Road Allowance was closed and sold to the applicants, this would result in the subject structures owned by the Applicants being located on their property and their two properties would merge to form one large property. However, this may restrict public access to Whitefish Bay for ice fishing. Whitefish Bay can be accessed in the other seasons using one of the four Township boat launches on Kashwakamak Lake.

Option #3 - Land Exchange

Initially a Land Exchange was proposed between the property owners and the Township (see Figure 3). Due to the shoreline terrain and marshy and shallow nature of the area proposed to be given to the Township (shown in red), it is unlikely this would be suitable for public access to the lake. There is a Township boat launch in close proximity but is not acceptable for winter access to Whitefish Bay. If Council chooses this option and the property owners are agreeable, it is recommended the property owners meet with the Public Works Manager to ensure the location is suitable for access from Myers Cave Road to the water and a draft survey is provided to by the Clerk, in consultation with appropriate Township staff, prior to the survey being registered.



**Figure #3**

#### Option #4 - Deny Road Allowance Applications

The road allowance would remain Township property. A licence agreement would need to remain in effect due to the structures on the road allowances.

#### **Financial Impact:**

Per By-law #2024-07, the Concession Road and Shore Road Application process required the Administration fee of \$1,200 plus \$156 HST for total of \$1,356 to be paid at the time the application was submitted. This fee was received by the Township on December 18, 2024.

#### Option #1- Partial Sale of the Road Allowance

The Township would receive Land Costs for the sale of a portion of the Road Allowances in accordance with Fees and Charges By-law #2024-68, which sets the cost per square foot at \$0.55. As a draft survey will be required to ensure the proposed lot line includes existing structures, the total area to be sold is unknown at this time.

#### Option #2 - Sell the Road Allowances

The Township will receive Land Costs for the sale of the Road Allowances in accordance with Fees and Charges By-law #2024-68 in the amount of \$5,918.00 plus HST.

#### Option #3 - Land Exchange

As the cost for surveying and legal fees would be the responsibility of the property owners, there does not appear to be any financial implications for the Township.

Option #4

There would be no financial implications for the Township.

**Strategic Implications:**

None.

**From:** rob nowell  
**Sent:** April 16, 2025 7:52 AM  
**To:** Tara Mieske  
**Subject:** T1 572-24

Good morning Tara,

I have a short list of items to cover.

Need for winter access to Whitefish bay.  
Cottage on the right of way  
Small petition of users.  
Concerns about parking on road.  
Ways to help with parking concerns.

Hope this is all you need for now, if you require more info, please let me know.

Thanks,  
Rob Nowell

**Clar-Mill Community Volunteers**

c/o 1368 North Shore Road  
Plevna, ON K0H 2M0  
[clarmillvolunteers2023@gmail.com](mailto:clarmillvolunteers2023@gmail.com)

April 4, 2025

Township of North Frontenac, Council  
Public Works Manager, Darwyn Sproule  
6648 Road 506  
Plevna, ON K0H 2M0

Dear Council members & Mr. Darwyn Sproule,

The Clar-Mill Community Volunteers (CMCV) based in Plevna are addressing this letter to you with a request to expand their current Bottle/Can collection program to include 1 new collection bin at the Plevna waste site.

In April 2024, we received approval from the Township of North Frontenac Council to manage Bottle/Can collection bins at the Ompah & Mississippi waste sites and accepted an agreement to this effect, including the required insurance. This program has been running smoothly since May 2024. Four CMCV volunteers attend these two sites regularly to empty and maintain the bins. We have four additional volunteers available for the expansion of this program to the Plevna site in Spring of 2025 pending your approval.

We are happy to announce that 25% of funds collected from each individual site (May - December 2024) was donated to the Ompah Community Hall and the Snow Road Community Hall volunteer groups: Ompah received \$200, and Snow Road received \$100. The balance of funds collected through the program is being retained by CMCV to assist in funding improvements to the Clar-Mill Community Hall. The addition of the Plevna site will allow us to further increase this funding.

We wish to attend the NF Council meeting on April 25, 2025 as a Delegation to provide information about the many successes we have had, and to respond to any questions about our request to expand CMCV's Bottle/Can collection program to the Plevna waste site.

We believe that community support plays a very important role in developing healthy, vibrant communities, and that this comes from the shared efforts of many different individuals and organizations.

Sincerely,  
Stephanie Lemke, President CMCV



# Public Council Minutes

9:00 AM - Friday, April 4, 2025  
Council Chambers

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

**Absent with Regret:** Councillor Wayne Good

**Also Present:** Corey Klatt, Chief Administrative Officer, Dipl. M.A.; Tara Mieske, Dipl. M.A., M.M. Clerk/Planning Manager; Kelly Watkins, Dipl. M.A., M.M., Treasurer; Darwyn Sproule, P. Eng., Public Works Manager; Adam Robinson, Director of Emergency Services/Fire Chief; AJ Watson, Deputy Fire Chief; Brooke Ross, Dipl. M.A., Manager of Community Development; Brooke Drechsler, Deputy Clerk/Assistant to the Planning Manager, Dipl. M.A.; and Dmitry Kurylovich, Project Manager/Senior Planner, County of Frontenac

## 1. Call to Order and Purpose of Meeting

The Mayor called the Public Meeting to order at 9:00 a.m. He advised the purpose of the meeting is for Council to consider two Zoning By-law Amendment Applications and to provide members of the public an opportunity to provide comments in support or in opposition of the proposed development.

## 2. Traditional Land Acknowledgement

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

## 3. Approval of Agenda

### a) *April 4, 2025*

**101-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council approves the Agenda for the Public Meeting regarding Zoning By-law Amendment Applications dated April 4, 2025, as circulated.

**Carried**

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

None declared.

#### 5. Zoning By-law Amendment Application(s)

- a) ***File #Z01/25 and File #Z02/25 - Application for Zoning By-law Amendments to re-zone from Recreational Commercial (RC) to Limited Service Rural (LSR), Limited Service Waterfront (LSW), and Recreational Commercial Exception Zone 6 (RC-X6)***

Dmitry Kurylovich, Senior Planner with the County of Frontenac, provided an overview of the proposed Zoning By-law Amendments. He noted the subject properties are side by side and the rezoning is required as a condition of severance.

File Z01/25 - Part 23, Concession 9

Kurylovich advised the lots are accessed by an existing right-of-way/private lane, with two of the lots having frontage on Antoine Lake. He noted the lots are too small to be used as a Recreational Commercial property; therefore the lots should be rezoned to more appropriate zoning designations to permit residential use. Kurylovich advised the lots would be rezoned as follows:

- Lot 1 (B18/24) Recreational Commercial (RC) to Limited Service Rural (LSR);
- Lot 2 (B19/24) Recreational Commercial (RC) to Limited Service Waterfront (LSW); and
- Lot 3 (B20/24) Recreational Commercial (RC) to Limited Service Waterfront (LSW).

Kurylovich noted the retained parcel will be rezoned from Recreational Commercial to Recreational Commercial-X6 to permit a residential use as a main use. He noted the comments received were similar to comments received during the consent process with respect to private lane access, septic approval and natural hazards. He recommended approval of the application, subject to any public comments received at the meeting.

File Z02/25 - Part 23, Concession 9

Kurylovich advised these applications are located west of the first property (File Z01/25) and that the lots would be rezoned as follows:

- Lot 4 (B22/24) Recreational Commercial (RC) to Limited Service Rural (LSR); and
- Lot 5 (B23/24) Recreational Commercial (RC) to Rural (RU).

Lot 4 will be rezoned LSR as the lot is accessed by a private lane. Lot 5 will be rezoned Rural because it has frontage on a Township road. Kurylovich noted the retained parcel will be rezoned from Recreational Commercial to Recreational Commercial-X6 to permit residential use as a main use. He noted the comments received were similar to comments received during the consent process with respect to private lane access, septic approval and natural hazards. He recommended approval of the application.

Deputy Mayor Inglis asked if there was any other development on Antoine Lake.

Kurylovich advised he is not aware of any planning applications; however he noted he can't speak to building permits issued within the area.

**102-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council receives for information the Planning Reports prepared by Dmitry Kurylovich, Project Manager/Senior Planner, County of Frontenac; and thanks him for his time spent today;

**And That** Council will consider the By-laws at the Regular Meeting to re-zone the subject properties.

**Carried**

**6. Public Comments**

None.

**7. Adjournment**

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

**103-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council adjourns the Public Meeting at 9:20 a.m.

**Carried**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk



# Regular Council Minutes

9:00 AM - Friday, April 4, 2025

Council Chambers

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

**Absent with Regret:** Councillor Wayne Good

**Also Present:** Corey Klatt, Chief Administrative Officer, Dipl. M.A.; Tara Mieske, Dipl. M.A., M.M. Clerk/Planning Manager; Kelly Watkins, Dipl. M.A., M.M., Treasurer; Darwyn Sproule, P. Eng., Public Works Manager, Adam Robinson, Director of Emergency Services/Fire Chief; AJ Watson, Deputy Fire Chief; Brooke Ross, Dipl. M.A., Manager of Community Development; Brooke Drechsler, Deputy Clerk/Assistant to the Planning Manager, Dipl. M.A.; and Dmitry Kurylovich, Project Manager/Senior Planner, County of Frontenac

## 1. Call to Order

The Mayor called the meeting to order at 9:21 a.m.

## 2. Approval of Agenda

### a) *April 4, 2025*

**104-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl**

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

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

None declared.

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

### a) *By-laws to be Considered*

**105-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl**

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

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

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

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

**Carried**

## 5. Business Profile

None.

## 6. Presentations

### a) *EORN - Cell Towers*

**106-25 Moved by Councillor Roy Huetl, Seconded by Councillor Fred Fowler**

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

**And That** Council supports the current concurrence on Tower C8660 Matawatchan Road and Wilson Road; and Tower C8661 Sunday Lake Drive and Cruise Road; with the continuation of construction for the proposed Cell Towers C8660 and C8661.

**Carried**

## 7. Delegations

None.

Note: Councillor Huetl left the meeting at this time.

## 8. Adoption of Minutes

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

**107-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl**

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

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

**Carried**

## 9. Business Arising Out of Minutes

None.

## 10. Communications

- a) **Clerk's Administrative Report - Communications 'A' Section**  
**108-25 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**

**Note: Councillor Huetl returned to the meeting at this time.**

- B1. **Baseball for Dad re: Mental Health Awareness in May - Green Ribbon Campaign**  
**109-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl**

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

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

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

**Carried**

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

**110-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl**

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

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

**Carried**

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

Note: Dmitry Kurylovich, Senior Planner, and the Deputy Clerk left the meeting at this time.

- a) **Chief Building Official: Proposed Changes to Building Permit Fee Refunds**  
**111-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl**

**Be It Resolved That Council** receives for information the Chief Building Official's report

entitled "Proposed Changes to Building Permit Fee Refunds" for information purposes;  
**And That** Council instructs the Clerk/Planning Manager to include the proposed refund changes for the next Public Meeting to revise the Fees & Charges Bylaw.

**Carried**

- b) ***Clerk/Planning Manager: Public Requests for the Use of Township Owned Property***  
**112-25 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 "Public Requests for the Use of Township Owned Property";

**And That** Council approves the draft Policy;

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

**Carried**

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

**113-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer**

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

**Carried**

- d) ***Manager of Community Development: Update re: PCCA Beach Property Transfer***  
**114-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler**

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

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

**And That** previous Council had approved the costs for the future survey and land transfer costs;

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

**Carried**

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

**115-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council receives for information the Manager of Community

Development's Administrative Report entitled "Eastern Ontario Trails Alliance (EOTA) - 2025 Annual Agreement";

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

**Carried**

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

**116-25 Moved by Councillor Roy Huetl, Seconded by Councillor Fred Fowler**

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

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

**Carried**

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

**117-25 Moved by Councillor Fred Fowler, Seconded by Councillor Roy Huetl**

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

**Carried**

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

**118-25 Moved by Councillor Roy Huetl, Seconded by Councillor Fred Fowler**

**Be It Resolved That** Council receives the Public Works Manager's (PWM) Administrative Report entitled "Proposed Revision to 506 Waste Site and Re-Use Centre Hours" for information purposes;

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

**Carried**

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

**119-25 Moved by Councillor Fred Fowler, Seconded by Councillor Roy Huetl**

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

**And That** the Treasurer is directed to remit payment of up to \$16,767 to the Frontenac

O.P.P. Detachment Board for North Frontenac's share of the 2025 expenses, with \$13,767 of the total to be taken from the North Frontenac Contingency Reserve.

**Carried**

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

### a) *Committee of Adjustment/Planning Advisory Committee*

**120-25 Moved by Councillor Roy Huetl, Seconded by Councillor Fred Fowler**

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

**Carried**

### b) *Economic Development Task Force*

**121-25 Moved by Councillor Fred Fowler, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council receives for information the March 17, 2025 Notes of the Economic Development Task Force (EDTF);

**And That** Council requests the EDTF reconsider the 2025 EDTF Workplan.

**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) *Mayor Gerry Lichty: Purchase of Canadian Flags, Decals and Lapel Pins*

Note: The Mayor relinquished the Chair. The Deputy Mayor chaired the meeting for this item.

**122-25 Moved by Mayor Gerry Lichty, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council receives for information the Notice of Motion from Mayor Lichty requesting Council consider the purchase of the following items to display the Township's patriotism:

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

**And That** Council approves considering this request at the next Regular 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 to be Considered:*

**123-25 Moved by Councillor Roy Huetl, Seconded by Councillor Fred Fowler**

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

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

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

**Carried**

## 17. Public Forum

Note: The MCD, Fire Chief, Assistant Fire Chief and Treasurer left the meeting at this time.

## 18. Closed Session

- a) *Closed Meeting of Council*

**124-25 Moved by Councillor Fred Fowler, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council retires to Closed Session at 11:13 a.m. to:

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

**Carried**

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

The Mayor advised that, in Closed Session, Council adopted Minutes of a Closed Meeting held January 31, 2025; and reviewed a request made under the Municipal Freedom of Information and Protection of Privacy Act.

**Litigation or Potential Litigation, including matters before Administrative Tribunals, affecting the Municipality or local board**

**125-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council accepts and approves Option A as amended of the Closed Session Report provided under Item 6a regarding Litigation or Potential Litigation, including matters before Administrative Tribunals, affecting the Municipality or local board.

**Carried**

**Personal matters about an identifiable individual, including municipal or local board employees**

**126-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler**

**Be it Resolved That** Council directs the CAO to advertise the Building Department Support Clerk Position as a one year full-time contract position to allow the CAO and Managers to assess the duties and potential changes to the position.

**Carried**

**20. Confirmatory By-law**

a) ***Confirming By-law #2025-20***

**127-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer**

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

**Carried**

**21. Adjournment**

a) ***Adjournment of Meeting***

**128-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler**

**Be It Resolved That** Council adjourns the Meeting at 1:02 p.m. until April 24, 2025, or at the call of the Chair.

**Carried**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

**To:** Mayor and Members of Council  
**From:** Joe Gallivan, Director of Planning and Economic Development, County of Frontenac  
Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M.  
**Approved by:** Corey Klatt, Chief Administrative Officer  
**Date of Meeting:** 13 Dec 2024  
**Re:** Communal Services Land Use Policies – Official Plan Amendment

### Recommendation:

**Be It Resolved That** Council receives for information the Clerk/Planning Manager’s Administrative Report entitled “Communal Services Land Use Policies – Official Plan Amendment”  
**And That** Council set a date for a Public Meeting in early 2025 to ask citizens to help determine where the Township should support future development on communal services for future residential, commercial, and industrial uses.

### Background:

#### Communal Services and Frontenac County

Communal services are systems that provide water and wastewater treatment to clusters of residences or businesses. They can be a less expensive alternative to centralized municipal services and a more environmentally friendly alternative to private on-site services. However, perceived obstacles have slowed the implementation of communal services in many jurisdictions. A key benefit of communal services is that they represent alternative water and wastewater servicing approaches that can provide the County and Townships with the innovative technology and flexibility to accommodate growth and achieve planning, environmental, and economic objectives.

Communal water and wastewater servicing offers the potential to allow for new development and infill across the County, including on village and hamlet mainstreets, addressing some of the challenges associated with centralized municipal services and with private on-site services. Most importantly, communal servicing has the potential to support more compact, land-efficient development than is possible with private servicing, at a lower cost than is possible with centralized municipal services and enable revitalization of the Frontenac’s communities.

Frontenac County Council originally supported the initiation of the Communal Services Study as part of the 2017 budget process. One of the primary purposes of initiating this work was to demonstrate that the perceived obstacles - engineering, financial, risk management, planning - are just that, and to equip Frontenac with the tools necessary to enable redevelopment and new development on the basis of communal services (<https://engagefrontenac.ca/communal-services>). Frontenac has become a municipal leader in advancing the use of communal services for rural community building, and as of November 2023, a public utility has been established to manage, own, and maintain any future communal development in our region.

#### Frontenac County Official Plan Policy

In October, 2023, Frontenac County Council approved an amendment to the County Official Plan to formally recognize the use of communal water and wastewater services as a priority for future development in the region. A copy of the Amendment is attached to this report.

The purpose of the Amendment was to:

- allow for the opportunity for the four Townships to better consider a variety of housing types other than standard single detached houses, as the new development on communal water and sewer systems can allow for a higher density of development.
- support new commercial and industrial development that would otherwise be not viable if required to use standard wells and septic systems.
- recognizes the creation of the regional public utility that was formed to operate and manage these systems thereby insuring public oversight of this infrastructure rather than property-by-property private management.

The County Official Plan was prepared to guide the actions of local municipalities and the County in policy planning on a broad ‘high level’ basis, and is based on a watershed planning approach

Section 1.2 of the County Plan states, in part:

“It is the intention of the Plan to set the context for planning in the County as a whole and provide regional direction on planning issues.

It is not the intention of the Frontenac County Official Plan to interfere with those planning matters which are considered to be the responsibility of the local municipalities. Local municipal Official Plans complement the Frontenac County Official Plan by providing detailed strategies, policies, and land use designations for planning and development at the local level.”

### Researched By:

Joe Gallivan, Director, Planning & Economic Development, County of Frontenac

### Comments:

#### North Frontenac Official Plan

Within the context of the direction of the County plan, it is important that North Frontenac provide a clear vision through the creation of new planning policies that will support communal services and at the same time make it clear where such development is supported; in other words, should communal development:

- be supported in all villages in the Township, or only certain communities?
- be supported on lakefronts, at what scale, and are there lakes where it should not be supported (e.g., sensitive lakes, smaller lakes)?
- be used to create new commercial development and industrial type developments?
- support new residential development in rural areas, at what scale, and what type to preserve rural character?

### Financial Impact:

The Public Meeting and subsequent staff reports will be led by County staff and those hours will be part of the annual planning services costs.

### Strategic Implications:

Economic Prosperity - Prepare for potential development opportunities.

**Attachments:**

[Attachment #1](#)

## Attachment

### County of Frontenac Official Plan Amendment #3: Communal Servicing Approved October, 2023

#### 4.2.1.4.2 Communal Servicing

Communal services are systems that provide water and wastewater treatment to clusters of residences or businesses. They can be a less expensive alternative to centralized municipal services and a more environmentally friendly alternative to private on-site services. However, perceived obstacles have slowed the implementation of communal services in many jurisdictions. A key benefit of communal services is that they represent alternative water and wastewater servicing approaches that can provide the County and Townships with the innovative technology and flexibility to accommodate growth and achieve planning, environmental, and economic objectives.

Frontenac County has completed a Communal Servicing Study to demonstrate that the perceived obstacles - engineering, financial, risk management, planning - are just that, and to equip Frontenac with the tools necessary to enable redevelopment and new development on communal services. Communal water and wastewater servicing (also known as decentralized servicing) offers the potential to allow for new development and infill across the County, including on village and hamlet main streets, addressing some of the challenges associated with centralized municipal services and with private on-site services. Most importantly, communal servicing has the potential to support more compact, land-efficient development than is possible with private servicing, at a lower cost than is possible with centralized municipal services, and enable the revitalization of Frontenac's communities.

The Communal Servicing Study demonstrated that development on communal services has many potential benefits for Frontenac and rural development.

For the Frontenac region, communal servicing enables:

- Increased development potential and growing the tax base;
- More water-sensitive design and other approaches to meet sustainability objectives;
- A broader range of housing types and commercial development to allow for complete communities;
- Reduced municipal service delivery costs to residents (e.g. garbage collection, snow removal); and

- A new approach to managing financial risk.

For builders, communal servicing allows for more:

- Flexibility to address different market segments;
- Feasible servicing approaches for developments in hard-to-service areas; and
- Guidance and certainty on servicing.

Citizens that reside in a neighbourhood with communal services can:

- Have stable and continual safe operation in their water and wastewater treatment systems;
- Have a wider choice of housing options, allowing for aging in place; and
- Recognize that water resources are being appropriately stewarded.

Frontenac has created a Municipal Services Corporation (MSC) under the Ontario Municipal Act, with the County and four Townships as shareholders. The MSC allows for the operation of a public utility that will manage and operate all future development on communal services. Frontenac County is the first regional jurisdiction in Ontario that has created a utility to develop a singular approach to supporting new development on communal services.

#### **4.2.1.4.2.1 Policies**

- a. The County supports new development on communal services across the entire region, with the Municipal Service Corporation assuming and maintaining new water and wastewater services.
- b. New residential subdivision proposals in settlement areas identified in the Township Official Plans shall be created on communal services, wherever feasible, to achieve a density that is compatible.
- c. Communal services may also be considered by the Townships to service parts or the whole of existing villages, including main street improvements.
- d. Communal services shall be the primary servicing method for new large scale commercial development and industrial/business parks.
- e. Township Official Plans shall include policies to support the use and location of communal services, including:
  - 1) Specific settlement areas where communal services shall be required;

- 2) How communal services can be used to create new forms of housing in settlement areas, and the requirement for different forms of housing (e.g., apartments, townhouses, tiny homes, mixed use development, etc.), including policies about the scale and density of development;
- 3) Rural areas, with policies that establish criteria for the type and maximum density of rural residential development;
- 4) Waterfront development or redevelopment, including policies about the scale and density of development; and
- 5) The studies and plans required to demonstrate that communal servicing for a proposed project is appropriate and will have no negative impacts.

**To:** Mayor and Members of Council  
**From:** Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M.  
**Approved by:**  
**Date of Meeting:** 25 Apr 2025  
**Re:** Communications of Interest

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

1. Municipality of St-Charles re: Request for Support - Child Welfare Funding
2. Frontenac County re: Economic Development Updates
3. Ontario Ombudsman re: March Newsletter
4. Federation of Ontario Cottagers Associations re: March Elert
5. Frontenac County re: Economic Development Update
6. City of Peterborough re: Request for Support - Use of X
7. File #Z01/25 & File #Z02/25 - Zoning By-law Amendment Applications - Notice of Passing
8. Minister of Municipal Affairs and Housing re: Strong Mayor Powers extended to North Frontenac
9. Frontenac County re: Economic Development Updates
10. Eastern Ontario Wardens Caucus re: April 2025 Newsletter
11. File #A04/25 - Request for Permission - 1952B South Road - Notice of Hearing
12. Mississippi Valley Conservation Authority re: Recreational Survey Results for North Frontenac

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

1. Smiles 4 Miles re: Gift from the Heart- Dental Hygiene Day
2. Quinte Conservation re: Invasive Species Boat Cleaning Station Project Proposal 2025
3. Tyler Seniuk, Resident re: Request for Exemption from Noise By-law
4. Township of Central Frontenac re: Request for Support - US Tariff Response
5. Town of Tillsonburg re: Request for Support - Strong Mayor Powers

**From:** Melanie Hindson  
**Sent:** April 4, 2025 2:25 PM  
**To:** Brooke Ross  
**Subject:** Gift from the heart- dental hygiene day

Hello Brooke,

I have signed up with Gift from the heart. Which is where oral health care professionals give back to the community by providing no cost preventative oral healthcare. I would like to offer this service to the North Frontenac Community.

Would you consider waiving the community center reservation fee for this day?

How do you think is best to advertise for this event? Posters? Would the paper consider printing an ad at no cost?

I was thinking June 28th from 9-3

I have attached a link for additional information about the program.

<https://www.giftfromtheheart.ca/national-gift-from-the-heart-day>

Warm regards,  
Mel

Smiles 4 Miles  
Melanie Hindson RDH

April 8, 2025

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

**Re: Letter of Intent - Invasive Species Management Project**  
(CD3 Wayside Solar Trailer – Boat Cleaning Station)

Dear Mr. Deline,

Quinte Conservation is seeking to partner with the Township of North Frontenac on the Invasive Species Management Project as a collaboration between our member municipalities, Quinte Conservation, lake associations, similar interest groups, and the Invasive Species Centre. This initiative was a great success in 2024, and we look forward to offering this program for the 2025 boating season.

For this initiative, the Invasive Species Centre will provide a CD3 Wayside Solar Trailer Boat Cleaning Station (see Figures 1 & 2), to prevent the spread of aquatic invasive species through recreational boating. The CD3 Wayside Solar Trailer is equipped to provide the tools for boaters to clean, drain, and dry their boats, reducing the transfer of aquatic invasive species when moving from one body of water to another. This trailer does not require the use of power, water or operation by Municipal staff.

As of January 1, 2022, Ontario regulated watercrafts (boats, canoes, kayaks) as carriers of invasive species under the *Invasive Species Act*. The Invasive Species Management Pilot Project aims to support, educate, and provide tools to boaters to comply with this legislation. By implementing the CD3 Wayside Solar Trailer at Township of North Frontenac boat launches, we can prevent the spread of aquatic plants, animals and/or algae.

After an invasive species is established, it's almost impossible to remove, causing irreparable damage to important habitats and ecosystems, and directly outcompetes native species. Quinte Conservation staff have already identified aquatic invasive vegetation, such as Eurasian Water-milfoil and European Frog-bit, in local waterways. Aquatic invasive vegetation can impact recreational uses such as boating, angling, and swimming by forming impassible dense mats of vegetation (see Figure 3). The best defense in managing aquatic invasive species is through preventing their spread in the first place.

With the support of the Invasive Species Centre, Quinte Conservation can offer member municipalities rotating use of the CD3 Wayside Solar Trailer. Quinte Conservation is asking for municipal partners to assist with a portion of the cost at \$300 per week of use. In exchange, the Township of North Frontenac would benefit from the CD3 Wayside Solar Trailer being placed at a local boat launch of their choosing for a minimum one-week period. If you choose to rent the CD3 Wayside Solar Trailer for multiple weeks throughout the season, staff will happily relocate the trailer to your different boat launches on a weekly basis for the rental period. Quinte Conservation will cover the weekly maintenance of the trailer, as well as coordinate transportation between partnering agencies and boat launches for the duration of May to mid-October.

This Letter of Intent is to seek the Township of North Frontenac's collaborative support of the Invasive Species Management Project to prevent the spread of invasive species in local waterways. The goal is to

educate the public, demonstrate to boaters how the boat washing stations work, why it is important, invasive species to watch for, and to gauge visitor response/usage.

With the 2025 summer season approaching, please respond with your preferred dates of use as soon as possible by filling out the form attached to this link: <https://forms.quinteconservation.ca/CD3-Boat-Cleaning-Station-Request-Form>. **Priority dates will be on boat launches with public events and fair use of the station throughout the watershed during peak boating season.** Please do not hesitate to contact me at [lnash@quinteconservation.ca](mailto:lnash@quinteconservation.ca) or 613-968-3434 ext. 124 if you have any questions or comments regarding this proposal.

Sincerely,

A handwritten signature in black ink, appearing to read 'Lindsay Nash', written in a cursive style.

Lindsay Nash  
Outreach & Stewardship Coordinator  
Quinte Conservation

Figures: CD3 Wayside Solar Trailer, boat cleaning station



Figure 3: Dense mat of Water Soldier in the Bay of Quinte



**PEC fighting invasive species**

Prince Edward County is taking part in a pilot project to help slow the spread of invasive species. They rented a boat cleaning station to reduce the transfer of species from one body of water to another.



# INVASIVE SPECIES PROTECT OUR LAKES

oon gijiimaan jibwaa abajidoowan  
miiing. Chibekaagamig i'i zaga'igan.



Report Sightings!

EDD Maps  
Invasive Species Hotline  
1-800-563-7711

# CLEAN, DRAIN, AND DRY YOUR EQUIPMENT FOR FREE!

Bekidoon, chii'iskichi'yong shigo  
chi-paadegin aabachijiganan.



WATERCRAFT  
CLEANING STATION

## 1 CLEAN-DRY

USE AIR BLOWER TO CLEAN  
OFF WEEDS, GRASS, AND  
DRY OFF WATER.

PLEASE RECOIL HOSE  
WHEN YOU ARE DONE.



BLOWER ON  
4 minute timer

LIGHTS ON  
10 minute timer

ALL OFF

## 2 CLEAN

PLEASE RECOIL TOOLS  
WHEN YOU ARE DONE.

USE TOOL TO CLEAN  
OFF ALL MUD, WEEDS,  
AND DEBRIS.

PLEASE RECOIL HOSE  
WHEN YOU ARE DONE.

USE PLUGS/BENCH TO  
REMOVE BOAT PLUG.

PLEASE RECOIL HOSE  
WHEN YOU ARE DONE.

USE GRABBER TOOL  
TO REACH AND  
REMOVE WEEDS.

## 3 DRAIN-DRY

USE VACUUM TO REMOVE ALL  
WATER, WEEDS, BAIT, AND  
ANY OTHER DEBRIS. UNTIL DRY.

PLEASE RECOIL VACUUM HOSE  
WHEN YOU ARE DONE.

PLEASE RECOIL VACUUM HOSE  
WHEN YOU ARE DONE.

VACUUM ON  
4 minute timer

### INVASIVE SPECIES TO WATCH FOR

RUSTY CRAYFISH	ZEBRA MUSSELS	FLOWERING RUSH	EURASIAN WATERMILFOIL	SPINY WATERFLEA	PURPLE LOOSESTRIFE
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Funding provided by  
Environment and Climate Change Canada  
Part of the  
Invasive Species Centre

Share a picture of your boat being cleaned!  
[www.invasivespeciescentre.ca](http://www.invasivespeciescentre.ca)

GATE OPEN  
DURING  
BUSINESS  
HOURS  
MONDAY TO THURSDAY  
8:30 AM - 4:30 PM  
FRIDAY  
8:30 AM - 4:00 PM

TEBBEN 2

**From:** Tyler Seniuk  
**Sent:** April 8, 2025 2:36 PM  
**To:** Tara Mieske  
**Cc:** John Seniuk; Ryan Seniuk; Sheldon Willerton  
**Subject:** Request for Exemption - 65-21

To Tara Mieske / Council,

As per By Law 65-21, Schedule A, Section 3.5, please consider this request to be granted an exemption of By-Law #65-21 - Noise Control Policy.

As such the owners of 1037 North Shore Rd would request an exemption to host live music acts on August 23rd 2025 From 1PM EST to 12:00AM EST.

Much like last year, the event is designed to welcome friends and family of the owners of the property, as well as local neighbors, to an evening of music and food.

Looking forward to the council decision on the matter.

Contacts Include email addresses in the cc line and below:

John Seniuk

Tyler Seniuk

Ryan Seniuk

Sheldon Willerton



# Township of Central Frontenac



1084 Elizabeth Street, P.O. Box 89, Sharbot Lake, ON K0H 2P0

Tel: 613-279-2935 or 1-800-300-6851, Fax: 613-279-2422

[www.centralfrontenac.com](http://www.centralfrontenac.com)

## Office of the Clerk

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At its regular meeting of Council held April 8, 2025, the Corporation of the Township of Central Frontenac passed the following motion.

**Whereas** United States President Donald Trump, continues to threaten executive orders to impose tariffs on imports from Canada;

**And whereas** these tariffs will have a significant detrimental impact on the economic stability in both countries;

**And whereas** our Prime Minister and Premier are encouraging Canadians to choose Canada and to choose products made in Canada;

**And whereas** municipalities have significant purchasing power through capital and infrastructure programs;

**And whereas** we must stand united and strong to meet this moment and protect our communities.

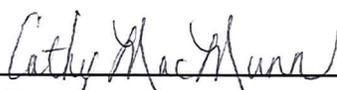
**And whereas** municipalities can assist in the effort to combat tariffs and support businesses in the procurement for capital and infrastructure programs;

**Now therefore be it resolved** that the Township of Central Frontenac only purchase products made in Canada whenever practicable, and when not in violation of trade agreements and legislation, in all of its purchasing decisions, including increasing current invitational and open market thresholds in the Procurement By-law to enable targeted purchases from Canadian Suppliers;

**And further that** this resolution be forwarded to the Prime Minister Mark Carney, Premier Doug Ford, MPP John Jordan, MP Scott Reid, the Association of Municipalities of Ontario, the Federation of Canadian Municipalities and all Ontario municipalities.

Dated at Sharbot Lake, Ontario

This 17<sup>th</sup> day of December 2024.

  
\_\_\_\_\_  
Cathy MacMunn, CAO/Clerk

**Sent:** April 15, 2025 8:41 AM

**Subject:** Tillsonburg Town Council Decision Letter - April 14, 2025 - Strong Mayor Powers

Hello,

At the April 14, 2025, meeting of Tillsonburg Town Council, the following resolution was passed:

**Resolution # 2025-125**

**Moved By:** Councillor Spencer

**Seconded By:** Deputy Mayor Beres

THAT Council receive item 12.8 Ministry of Municipal Affairs and Housing Letter Re: Strong Mayor Powers, as information;

WHEREAS the Ontario government has proposed expanding the "strong mayor" powers to 169 additional municipalities under the proposed legislation on May 1, 2025, which would grant mayors in these municipalities more authority, particularly concerning the control of municipal budgets, planning and operational decisions;

AND WHEREAS this proposal has raised significant concerns regarding the centralization of power, erosion of local democracy, reduced accountability, and the potential for the abuse of power;

AND WHEREAS the proposed expansion of strong mayor powers undermines the collaborative nature of municipal governance, and diminish the role of elected municipal councillors in representing the diverse interests of the community;

AND WHEREAS concerns have been raised about the negative impacts on public trust, democratic participation, and municipal decision-making processes, if mayors are given the ability to bypass council decisions without adequate consultation or oversight;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of Tillsonburg;

1. Does not support the proposed strong mayor powers as currently outlined;
2. Supports specific powers to mayors as it pertains to identifiable decisions regarding housing, development, infrastructure and transit to provide tools that reduce obstacles that can stand in the way of new housing and infrastructure developments;
3. Strongly suggests that free reign of decision-making regarding hiring, firing, committees and so forth be removed from the proposed authority;
4. Strongly suggests that members of current Council were duly elected officials by citizens with the awareness of one vote per council member and majority votes are the democratic process;
5. Requests that the Provincial Strong Mayor Powers proposed to take effect on May 1, 2025, be deferred to allow for greater clarity and that the Province seek

collaborative input from the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO);

6. Directs staff to forward this resolution immediately to Minister Flack, Premier Ford, MPP Hardeman, the Association of Municipalities of Ontario (AMO), the Rural Ontario Municipal Association (ROMA), and all Ontario Municipalities before April 16, 2025.

Regards,

**Amelia Jaggard**

Deputy Clerk

Town of Tillsonburg

Township of Frontenac  
Plevna, Ontario  
April 17, 2025

Re: Refreshment Vehicle Application

Dear Sir/Madam:

My name is Evelyn Garcia, I live in 1018 Lookout Hill Road, Plevna. I own a chip truck and would like to apply for spot in town and be part of the community. My first choice of the location is the community centre in Plevna and the second choice is in the parking area of the Library.

I had this chip truck located in Napanee for a couple of years and it was a challenged because of the distance from my home. I offer food that are mostly homemade food like smoked brisket, ribs, chicken, burgers, freshly cut fries, different types of poutines and Asian food from time to time. The hours of operation will be 11am- 2pm, and 4-7pm depending if necessary. It will be 6 days a week. There will be a senior day privilege every week and possibility of employment for services when necessary.

The size of the chip truck is 24 feet and there is awning that is attached to it.

As for power supply, it needs 50amp service preferred. I will supply any underground cable needed along with the digging and cable installation and back fill. Water hookup is preferred by the Municipality of Frontenac, but if not available we can provide our own water that is duly approved by the Health Department.

I will provide any necessary documents needed for this application. Thank you.

Sincerely,  
Evelyn Garcia

**To:** Mayor and Members of Council  
**From:** Corey Klatt, Chief Administrative Officer, Dipl. M.A.  
 Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M.  
**Approved by:** Corey Klatt, Chief Administrative Officer  
**Date of Meeting:** 25 Apr 2025  
**Re:** Strong Mayor Powers

### Recommendation:

**Be it Resolved That** Council receives for information the Chief Administrative Officer and Clerk/Planning Manager's Administrative Report entitled "Strong Mayor Powers";  
**And That** the CAO and Clerk/Planning Manager shall draft updates to the Township's policies and procedures to reflect the new Strong Mayor Powers that are being granted to the Township for Council's review;  
**And That** the CAO and Clerk shall look into potential training opportunities for the Mayor, Council and Staff to assist with the transition to Strong Mayor Powers.

### Background:

On April 9, 2025 the CAO received an email from the Honourable Rob Flack, Minister of Municipal Affairs and Housing, addressed to Mayor Gerry Lichty, advising:

"Dear Mayor Gerry Lichty,

To further support municipalities in delivering much-needed housing and other provincial priorities, I am pleased to inform you that our government intends to expand Strong Mayor Powers to your municipality.

Following previous expansions, we have seen strong mayors put these transformative powers into action to support growth, from proposing budgets to setting up organizational structures to proposing by-laws to help advance provincial priorities such as building more homes and constructing and maintaining infrastructure to support housing.

Our government's expectation is that you will make use of these powers in a similar way, supporting provincial priorities that will help our province and our communities grow. These priorities include supporting the construction of new homes, economic development and building infrastructure that supports community growth, including housing-enabling infrastructure like water and wastewater infrastructure, as well as roads, highways, transit and more.

Heads of Council in Strong Mayor municipalities can:

- Choose to appoint the municipality's chief administrative officer.
- Hire certain municipal department heads, and establish and re-organize departments.
- Create committees of council, assign their functions and appoint the Chairs and Vice-  
of committees of council.
- Propose the municipal budget, which would be subject to council amendments and a separate mayoral veto and council override process.
- Veto certain by-laws if they are of the opinion that all or part of the by-law could potentially interfere with a provincial priority, such as housing, transit and infrastructure.

Chairs

- Bring forward matters for council consideration if they are of the opinion that considering the matter could potentially advance a provincial priority.
- Propose certain municipal by-laws if they are of the opinion that the proposed by-law could potentially advance a provincial priority. Council can pass these by-laws if more than one-third of council members vote in favor".

Note: A copy of this email was provided to Council.

Ontario's Strong Mayor Powers, initially introduced for Toronto and Ottawa in 2022, have been gradually rolled out across the province. The powers allow heads of council of single and lower-tier municipalities with councils of six members or more strong mayor powers.

### Researched By:

Corey Klatt, Chief Administrative Officer.  
Tara Mieske, Clerk/Planning Manager.

### Comments:

Some Strong Mayor powers are related to provincial priorities including: Building 1.5 million new homes by December 31, 2031; and constructing and maintaining infrastructure to support housing, including: transit; roads; utilities; and servicing.

In summary, per the Municipal Councillors Guide which is located on the Ministry of Municipal Affairs and Housing Webpage at <https://www.ontario.ca/document/ontario-municipal-councillors-guide/10-strong-mayor-powers-and-duties>:

#### **Hire Municipal Division Heads and Change Organizational Structure**

The Mayor has the power to appoint and dismiss the Township's Chief Administrative Officer (CAO), along with the power to hire a Division Head (manager), excluding statutory positions (ie, Clerk or Deputy Clerk; Treasurer or Deputy Treasurer; a Chief Building Official; a Fire Chief; an Integrity Commissioner; an Ombudsman; an Auditor General, etc.).

The Mayor can also choose to create and re-organize the structure of the municipality. When making any changes to the organizational structure of the municipality, the Mayor and municipality are subject to legal requirements including any terms in existing collective agreements or contracts that may apply.

#### **Create, Assign Functions and Appoint Chairs of Committees**

The Mayor can create new Committees of Council made under the Municipal Act, 2001 where all members of the Committee are Council members (ie. Personnel and Audit Committee) and assign their functions. The Mayor is also able to appoint the chairs and vice-chairs of such Committees.

#### **Bring Forward Matters for Council Consideration related to Provincial Priority**

The Mayor can bring forward matters for Council consideration if they are of the opinion that considering the matter could potentially advance a provincial priority; however when using this power they should consider whether any rules with respect to notice and public consultation apply.

#### **By-Law Power Related to Provincial Priorities**

The Mayor can propose certain by-laws if they are of the opinion that considering the matter could potentially advance a provincial priority; however when doing so should consider whether any rules with respect to notice and public consultation apply to the exercise or a particular municipal authority.

The Mayor can propose certain municipal by-laws under the Municipal Act; the Planning Act; and Section 2 of the Development Charges Act, if they are of the opinion that the proposed by-law could potentially advance a prescribed provincial priority. When proposing the by-law the Mayor must provide a copy of the proposed by-law and their reasons for the proposal to the Clerk and each Member of Council. The Mayor can require Council to consider and vote on the proposed by-law at a meeting (despite any rules in the Township's procedure by-law). By-laws proposed by the Mayor using this power are passed if more than one third of all council members vote in favour of the by-law. The Mayor is also able to vote on the by-law.

**Note:** Municipal procedure by-laws and by-laws related to filling a vacancy on council are excluded from this power.

### **Veto Power and Council Override**

The Mayor can choose to veto certain by-laws if they are of the opinion that the by-law could potentially interfere with a provincial priority. It is up to the Mayor to determine if they will consider vetoing a by-law, regardless of whether they attend a Council meeting. The Mayor must provide written notice to Council of their intent to veto the by-law on or before two days after Council voted in favour of the bylaw. Municipalities may wish to work with their Mayor to develop local practices and procedures that could shorten the two-day period before the by-laws are deemed to be passed. For example, Mayor's may wish to explore providing written approval of certain by-laws the day Council votes in favour of the by-law, in order to facilitate faster passage.

If the Mayor decides to use their veto within 14 days after the day Council voted in favour of the by-law, the Mayor must provide a written veto document (which includes the veto and reasons for the veto) to the Clerk on the day they use the veto power. The Clerk must then share the written document with each Member of Council by the next business day and also make the written document available to the public.

If the Mayor uses their veto power, Council then has the ability to override the veto. Within 21 days after the Clerk provides the written veto document to the Members of Council, Council may override the veto if two-thirds of all Council Members vote to override the veto. During this process the Mayor remains as a Member of Council for decision making on the vote.

### **Direct Staff**

The Mayor can direct staff to do certain things related to their additional powers and duties. Direction from the Mayor to staff under this authority must be provided in writing. The Mayor could direct staff to undertake research and provide advice on policies and programs or to implement any decisions related to their additional powers and duties.

### **Delegating Certain Powers**

The Mayor may delegate certain Strong Mayor powers to Council. These include appointing a Chief Administrative Officer and creating, assigning functions and appointing Chairs of Committees of Council.

The Mayor may also delegate certain Strong Mayor powers to either Council or the municipality's CAO. These include hiring certain division heads; and changing the organizational structure of a municipality.

### **Municipal Budget Process**

The Mayor is required to propose the budget for the municipality each year by February 1st. They must share the proposed budget with each Member of Council and the Clerk and make it available to the public. If the Mayor does not propose the budget by February 1st, Council must prepare and adopt the budget.

After receiving the proposed budget from the Mayor, Council can amend the proposed budget by passing a Resolution within a 30 day review period. The Mayor then has 10 days from the end of the Council review period to veto any Council amendment. To veto a council amendment, the Mayor must provide written documentation of the veto and rationale to each Member of Council and the Clerk on the day of the veto. Within a 15 day period after the Mayor's veto period, Council may override the Mayor's veto of a Council amendment if two-thirds of all Council Members vote to override the veto.

The Mayor is also able to initiate and prepare in-year budget amendments to raise additional amounts from property tax. They may propose the budget amendment by sharing the proposed budget amendment with each member of Council and the Clerk, and making it available to the public.

### **Accountability and Transparency Rules for Head of Council**

In municipalities with Strong Mayor Powers, the Mayor is also subject to additional rules (see <https://www.ontario.ca/document/ontario-municipal-councillors-guide/2-accountability-and-transparency>).

When a Mayor uses any of these additional powers or duties they are required to provide written documentation to the Clerk and Members of Council by the next business day. They must also make this written documentation available to the public. It is up to the municipality to work with the Mayor to establish a process for making this documentation available to the public. Moreover, when a Mayor directs staff to do certain things related to these additional Strong Mayor Powers and duties, they must do so in writing and are required to provide written documentation to the Clerk and CAO by the next business day.

The Mayor is also subject to the rules of the Municipal Conflict of Interest Act that limit the use of their Strong Mayor Powers or duties when they have certain pecuniary (financial) interests in a municipal matter. The Mayor cannot veto these amendments.

### **Filling a Vacant Head of Council Seat**

At times, a Mayor's seat may become vacant. Municipalities that have strong Mayor Powers are required to fill the Mayor's seat through a by-election. In the event of a dual vacancy where a lower-tier Mayor also sits as a member of the upper-tier council, the lower-tier municipality (not the upper-tier) is required to fill the vacancy.

A vacant Mayor's seat must be declared vacant at the next council meeting after the seat becomes vacant (except in situations where the vacancy is due to death of the Mayor).

The rules for municipal by-elections would apply. For example, after declaring the vacancy, council has 60 days to pass a subsequent by-law to initiate the by-election. Nominations can be filed once the by-law has been passed. Municipalities continue to have flexibility within these timelines. For

example, they could wait the full 60 days to pass the by-law if municipal staff need time to plan and prepare for the by-election.

Additionally, a municipality is not required to fill the position if a Mayor's seat becomes vacant within 90 days before voting day in the year of a regular election. If a Mayor's seat becomes vacant after March 31 in the year of a regular municipal election, the municipality is required to appoint a Mayor. This appointed Mayor would not have Strong Mayor powers.

These rules are specific to the Mayor and do not impact the flexibility designated to municipalities on how to fill other vacant council seats.

Strong Mayor Powers and duties do not transfer to an interim or acting Head of Council. Once a new Mayor has been elected pursuant to a by-election, that person will be the Head of Council and will be able to exercise the Strong Mayor Powers and duties. The Mayor may choose to delegate certain Strong Mayor Powers. If the Mayor chooses to delegate certain powers, these powers can still be exercised by the individual(s) to whom the powers were delegated to, in the event that the Mayor's seat becomes vacant.

The CAO and Clerk Planning Manager will work on updating our existing Policies and Procedures to reflect the new Strong Mayor Powers that are being granted to North Frontenac Township. We will also look into options for training for the Mayor, Council and Staff as there may be some changes to the way we currently do business and provide services to our residents.

#### **Financial Impact:**

Staff time to update policies and procedures. Training costs for the Mayor, Council and staff. Also, potentially legal costs for review of policies, etc... if necessary. These costs are unknown at this time.

**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:** 25 Apr 2025  
**Re:** Request for Reconsideration of Concession Road Allowance Closure –  
Pisani/Willis

**Recommendation:**

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

**And That** Council receives the additional information from the applicants;

**And That** \_\_\_\_\_

**Background:**

At the meeting on October 4, 2024, Council passed the following Resolution:

Resolution #334-24 Moved by Councillor Fowler Seconded by Councillor Hermer

**Be It Resolved That** Council receives for information the Clerk/Planning Manager Administrative Report entitled "Road Allowance Closure for Approval in Principle – Pisani/Willis";

**And That** Council approves the Application to close, stop up and sell a portion of the Concession Road Allowance between Lot 38, Concession 6 and 7, geographic Township of Clarendon to the adjacent property owner(s) in accordance with the Road Closing Policy;

**And That** the Clerk shall notify the adjacent property owner to discuss purchasing half of the Road Allowance.

**Carried**

Following the required notification process as per the Township's Road Closing Policy #2024-07, Council passed the following Resolution at the December 13, 2024 Meeting:

Resolution #442-24 Moved by Councillor Hermer Seconded by Councillor Huetl

**Be It Resolved That** Council receives for information the Clerk/Planning Manager's Administrative Report entitled "[Concession Road Allowance Closure – Pisani/Willis](#)";

**And That** Council denies the Application to close, stop up and sell a portion of the Concession Road Allowance between Concessions 6 and 7 in Lot 38, geographic Township of Clarendon;

**And That** Council instructs the Clerk to advise the Applicant of the denial of the application.

**Carried**

**Researched By:**

Tara Mieske, Clerk/Planning Manager

**Comments:**

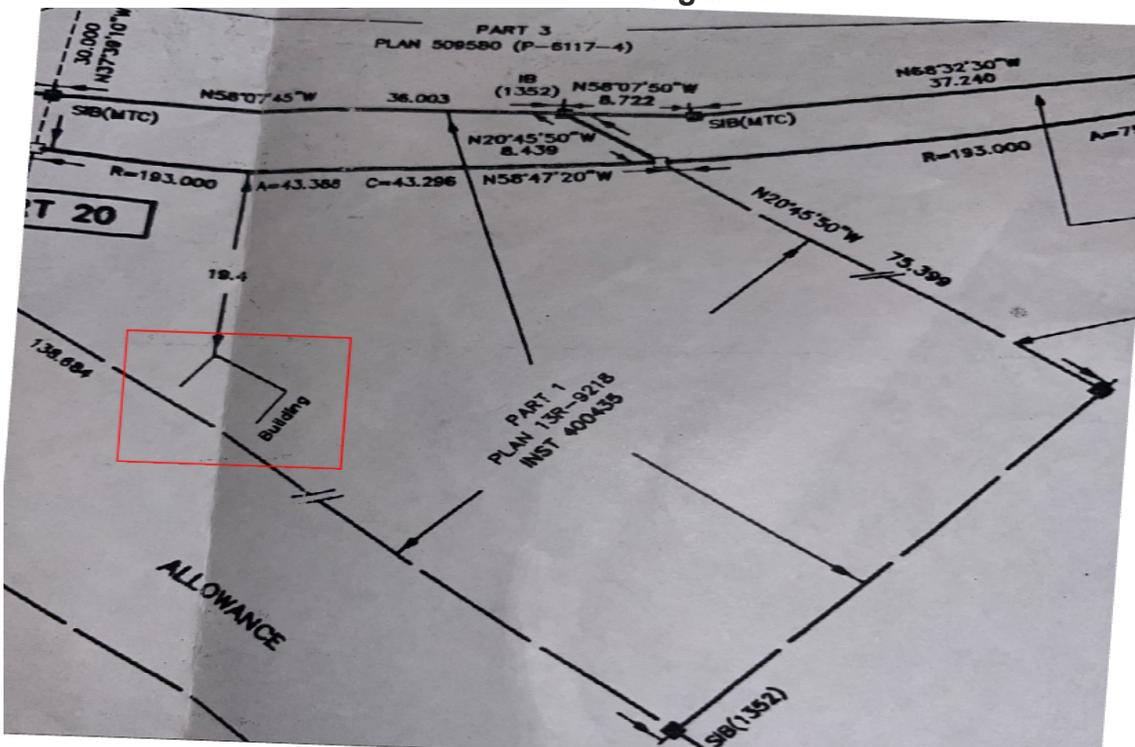
The applicant was provided Council's Resolution on December 19, 2024. On March 19, 2025 the applicants contacted the Clerk and requested an update on the Road Closing file. The email was re-sent. On March 30, 2025, the Clerk's office received an email from the applicant advising the following:

"We are disappointed in Council's decision and the consideration that we have been given throughout this process.

I am including three map images to help clarify our position and the reasoning behind our request.

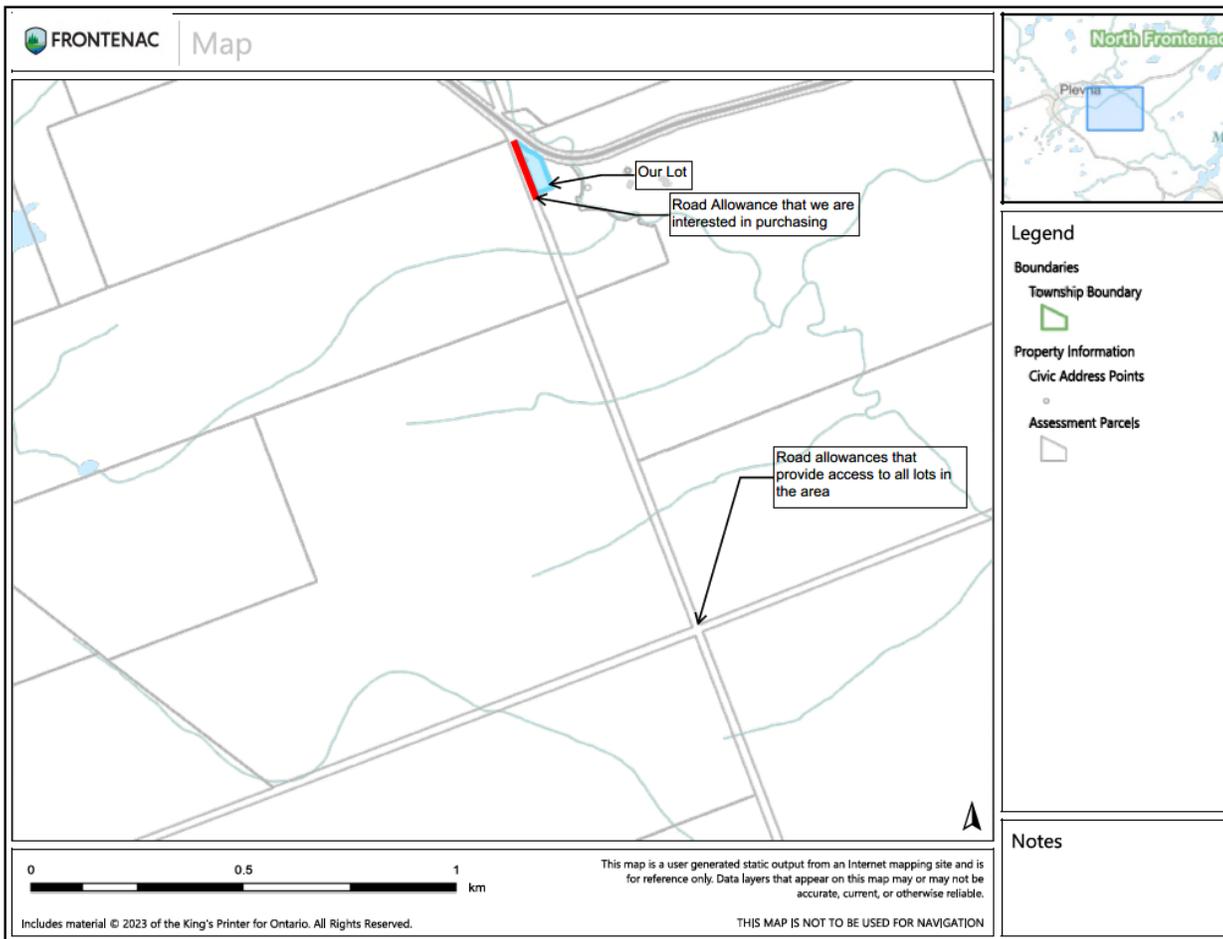
1. Figure #1 is a section of the survey of our property that show where the existing house is located within inches of the road allowance property lines. If this allowance was used for an access road it would literally be at our back door. I'm sure that there would be legal considerations associated with any attempt to build an access road since the structure is grandfathered into the location.

**Figure #1**



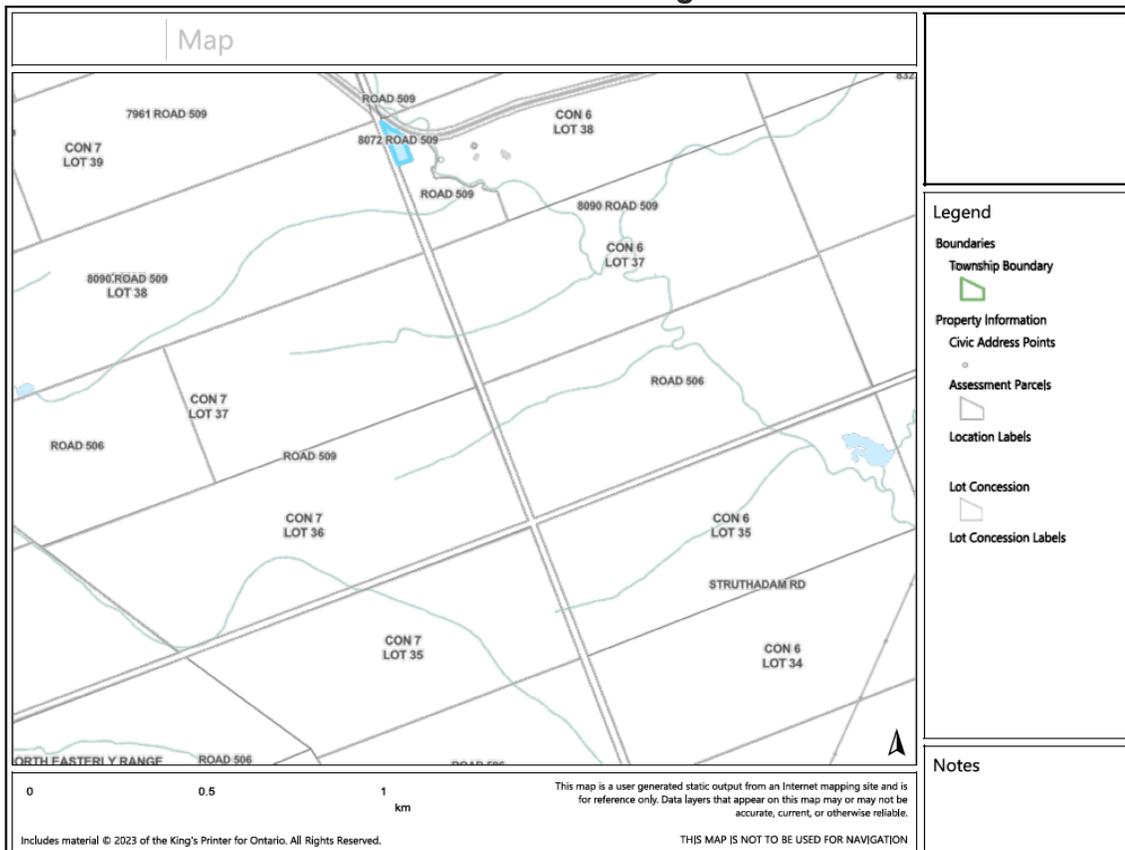
2. Figure #2 is an area view of the properties and is annotated with specifics that demonstrate that our purchase of the road allowance that we are interested in would NOT impact any of the neighboring properties since there is another road allowance access to all of them. It also shows that there are no lakes in the area whose access would be impacted by our purchase.

**Figure #2**



3. Figure #3 is a view of the area with a focus on our lot.

**Figure #3**



I am hoping that Council will take our concerns and request into consideration and allow us to purchase at least part of the road allowance that impacts our house".

Based on the additional information provided by the applicant regarding the location of the dwelling in relation to the road allowance (see Key Map), Council could consider the following options:

1. If there is a request for use of the Concession Road to access a back lot, a licence agreement would be required which could include a condition that the location of the driving surface be a minimum of 3 metres (10 feet) from the Pisani/Willis property line.
2. Council could consider the sale of a small portion of the Concession Road Allowance (i.e. 10 feet) to provide a buffer area along the side of the existing dwelling from the remaining portion of the Road Allowance.

### Key Map



#### Financial Impact:

The application fee of \$1200.00 plus HST was paid at the time the application was submitted.

#### 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:** 25 Apr 2025  
**Re:** Concession and Shore Road Allowance Closure and By-law - Falchetto

### Recommendation:

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

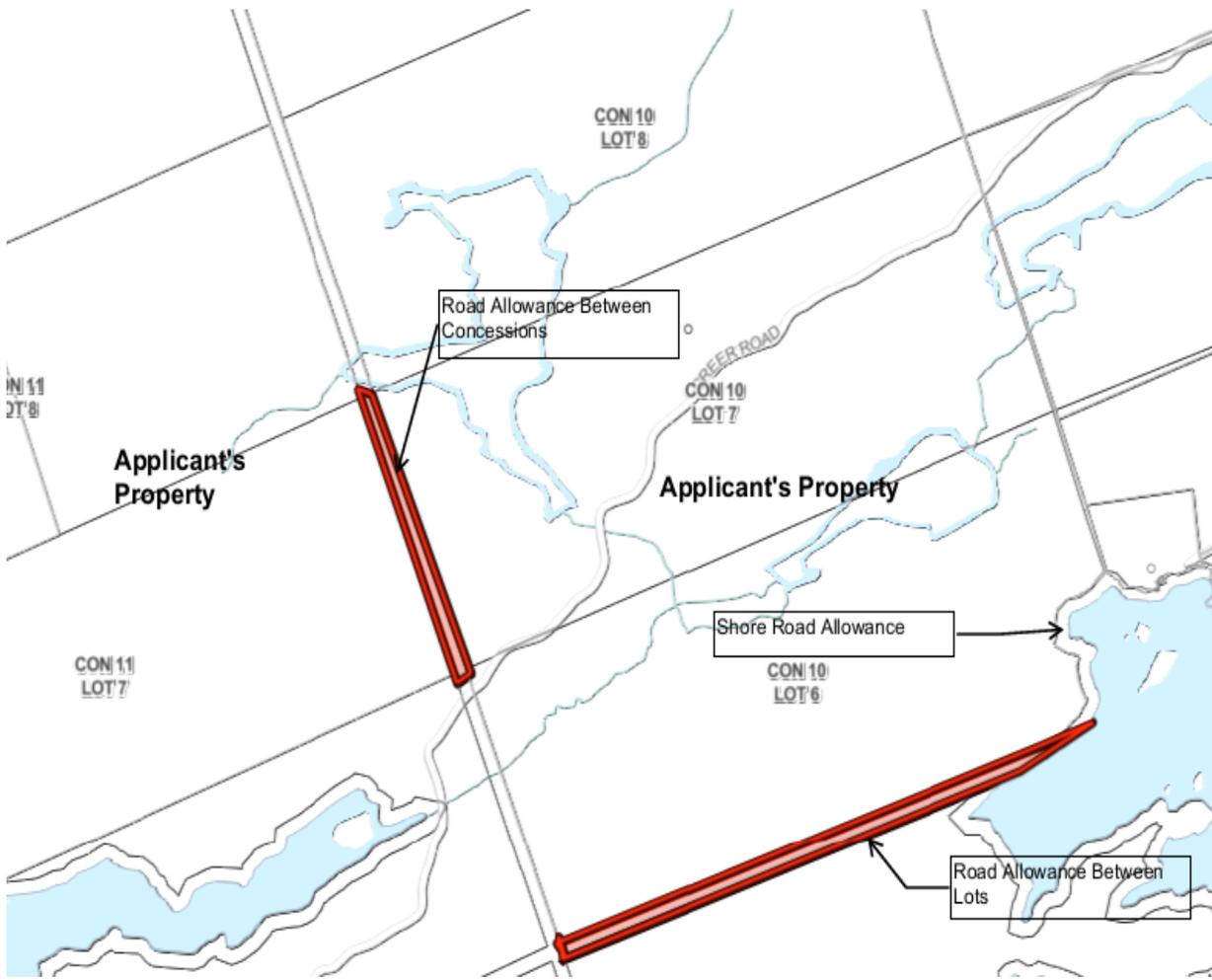
**And That** as required by By-law #2025-04, Concession Road Allowance between Concessions 10 and 11, Lots 7 and 8 (south of the wetland area) geographic Township of Clarendon, shown as Part 1 on Registered Plan 13R-23325; the Road Allowance between Lots 5 and 6, Concession 10, geographic Township of Clarendon, shown as Part 1 on Registered Plan 13R-23316; and the Shore Road Allowance lying adjacent to Part of Lot 6, Concession 10 (Big Gull Lake), geographic Township of Clarendon, being Part 2 on Registered Plan 13R-23316 be declared as surplus and sold to the adjoining owners; and that an appraisal of the properties is not necessary as these are Road Allowances;

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

### Background:

Two Road Closing applications were submitted by the property owner to purchase the Concession Road Allowance between Concessions 10 and 11, Lots 7 and 8 (south of the wetland area) geographic Township of Clarendon, shown as Part 1 on Registered Plan 13R-23325; the Concession Road Allowance between Lots 5 and 6, Concession 10, geographic Township of Clarendon, shown as Part 1 on Registered Plan 13R-23316; and the Shore Road Allowance lying adjacent to Part of Lot 6, Concession 10 (Big Gull Lake), geographic Township of Clarendon, being Part 2 on Registered Plan 13R-23316.

Council passed Resolution #9-25 on January 10, 2025, approving in principal the above noted Road Allowances. Notice was provided in accordance with Sale and Disposition of Land Policy (By-law #2024-07).





### **Researched By:**

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

### **Comments:**

Public Notice was provided in accordance with By-law #2024-07.

It should be noted the applicant owns both sides of the Concession Road Allowance between Concession 10 and 11 and the property on the southern side of Road Allowance Road Allowance between Lots 5 and 6, Concession 10 is Crown.

### **Financial Impact:**

Per By-law #2025-07, the Concession Road and Shore Road Application process required the Administration fee of \$1,200 plus \$156 HST for total of \$1,356 to be collected at the time of submitting the application.

The Township will receive Land Costs for the sale of the Road Allowances in accordance with Fees and Charges By-law #2024-68.

### **Strategic Implications:**

None.

**To:** Mayor and Members of Council  
**From:** Roy Huetl, Councillor  
**Approved by:**  
**Date of Meeting:** 25 Apr 2025  
**Re:** Environmental Task Force - Mandatory Septic Inspection Proposal

### Recommendation:

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

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

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

### Background:

Council approved the 2025 work plan for the Environmental Task Force on November 22, 2024 which included Environmental Stewardship, Protection and Regeneration - Septic Inspection Programs - potential policy and education.

A sub-committee was formed with the following members: Councillor Huetl, Councillor Fowler, Bruce Moore, and Katie Surra and to research potential policies and education opportunities. Guests were invited to the sub-committees as required to assist with providing information to assist the sub-committee.

### Researched By:

Environmental Task Force and Septic Inspection Programs Sub-Committee

### Comments:

The Environmental Task Force Work Plan includes researching and investigating the need for mandatory septic inspections in North Frontenac. This has been a topic of discussion not only in this Council but previous Councils. The Environmental Task Force believes that ensuring all septic systems are functioning properly and not contaminating our ground and surface water is critical to protecting public health and our natural environment.

The Ontario Building Code governs compliance of septic system regulations. The code stipulates that all systems are maintained and inspected to prevent environmental and health concerns. A septic system that is functioning properly and has had inspections done on a regular basis has great value

to a homeowner. Having proactive inspections benefits the homeowner by addressing any smaller issues before major financial implications arise.

The Environmental Task Force understands the difficulty of administering such a large program, and is aware of the time commitment of staff. We are proposing a phased-in program to achieve our initiative by requiring mandatory inspections on all homes when there is a real estate transaction involving a transfer of ownership. We are recommending exceptions for: 1- homes that have systems installed or have an inspection report within the past 10 years of the sale date; 2- or if a transfer is made between family members. These inspections would include both water and non-waterfront dwellings.

It is proposed that the program be reviewed after one year of implementation. Further steps to full mandatory inspection will continue to be discussed and addressed as the first phase progresses by the Environmental Task Force.

The Environmental Task Force continues to support and promote the North Frontenac Township Volunteer Septic Inspection program. The Task Force believes that implementing a mandatory septic inspection program will further enhance efforts to protect public health and the environment.

Research that will need to be completed as part of drafting the By-law includes:

- Solicitor advice on applicable legislation, limitations, etc.
- How sales data can be obtained for use (Teranet)
- Qualifications for inspectors (BCIN #) and inspection requirements
- Options for educating the public on the mandatory inspection program
- Procedural considerations (notification to new property owner, records management, follow-up, etc.)
- Enforcement
- Costs (administration, enforcement, etc.)

### **Financial Impact:**

There will be staff time required to complete the research. There will also be costs to obtain legal advice which are unknown at this time. These costs are proposed to be taken from the North Frontenac Contingency Reserve with a proposed year-end balance of \$1,161,089.30 per the 2025 budget.

### **Strategic Implications:**

Environmental Stewardship - Establish an Environmental Task Force to develop and promote programs to protect the environment. The Environmental Task Force's work plan includes developing potential policies and education on septic inspection programs.

**To:** Mayor and Members of Council  
**From:** John Inglis, Deputy Mayor  
**Approved by:**  
**Date of Meeting:** 25 Apr 2025  
**Re:** Environmental Task Force - Battery Energy Storage Investigation

### Recommendation:

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

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

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

### Background:

The Environmental Task Force has formed several sub-groups looking at specific interest areas: septic systems, short term rentals, community gardens, lake capacity, green energy initiatives. The green energy sub-group is looking at ways that North Frontenac could be involved in projects which reduce carbon dioxide emissions while bringing financial benefits to the township. One rapidly expanding technology in Ontario is the installation of utility-scale battery energy storage connected directly to high voltage transmission lines. Batteries are charged when there is excess power, drained when there is high demand. This usually happens in a daily cycle. The owner of the facility earns income based on the power rate difference; it buys cheap power overnight when demand is low, then sells it back at a higher rate when demand peaks in the morning and evening. The other option the provincial utility has for providing this peaking power is to build more gas-fired generating plants, which can be turned on and off quickly. Battery energy storage systems (acronym BESS) have the advantage of being carbon neutral in operation, and being cheaper and more reliable.

This is all happening as the Province of Ontario has recognized a need for a greatly expanded electricity system in the near future. The need for more electrical energy is driven by increasing electrification of industrial processes, by a growing population, by electric vehicles and by data storage and AI needs. The Independent Electricity System Operator (IESO) is tasked with making this happen, under direct supervision of the provincial Ministry of Energy, Conservation and Parks. Currently IESO has issued a procurement process (LT2) to private sector developers, known as proponents. This LT2 request for proposals is focused strongly on renewable energy generation and electricity storage, with some need for gas-fired generation and nuclear expansion as well. Companies are invited to propose projects, which IESO will evaluate and award contracts for. For the

purposes of projects that might affect North Frontenac, this report considers the battery storage (BESS) option.

The current LT2 process requires that any proponent have pre-approval from the host municipality in the form of a 'willing host' resolution from Council. The attitudes of many municipalities have changed in the last 10 years, so that there is now competition to attract renewable projects of all three types (wind, solar, storage) from private developers. A BESS project in North Frontenac would be situated on private land (individual or township owned), would require up to 8 hectare in area, and would need to be located near the southern-most of the four transmission lines traversing the township. Financially it would provide lease payments plus 'community benefits' probably in the \$100,000 per year range. A BESS installation would feed up to 100 megawatts into the electrical grid, enough to power about 4500 homes at peak load

Renewable energy projects are widely recognized as the cheapest way to expand generation capacity. When combined with storage, they are able to provide power when needed without the need to bring 'peaking' gas-powered generation on line. The whole movement toward renewable energy is driven by the urgent need to cut back on carbon dioxide emissions into the atmosphere. The township has recognized this need in its declaration of a climate emergency in 2022.

### **Current Status**

The LT2 procurement process is expected to be announced in a few weeks, after a delay from December 2024. Proponents will likely have until December 2025 to submit proposals, and then IESO will select from among these submissions. Deputy Mayor Inglis has been communicating with two companies about possibilities in North Frontenac. Before any more substantive discussion occurs with staff, Council needs to pass a resolution stating that North Frontenac is willing to consider the possibility of a BESS project and directs staff and the Environmental Task Force to continue such discussions and to report regularly to Council. Also that the township will seek public comment as early as possible.

### **Researched By:**

Deputy Mayor John Inglis and the Environmental Task Force.

### **Comments:**

North Frontenac is currently being considered by two companies for a battery energy storage (BESS) facility. Such a facility would generate substantial new revenues for the township, for the landowner, and likely for our emergency services in the form of training and equipment. In future location-based hydro rates, North Frontenac would benefit from lower energy rates due to its being a 'generation hub'. Such a project also contributes locally to global de-carbonization efforts aimed at mitigating climate change.

There would be a number of steps following potential passing of the attached resolution:

1. A public input process must be initiated.
2. The proponents must identify willing landowners.
3. The proponents must decide if a submission is worth preparing.
4. The Township would engage legal advice in negotiating a financial agreement.
5. The Township must decide if terms of safety, environmental protection, financial compensation and site restoration are adequate.
6. The Township must pass a 'willing host' resolution.
7. A proponent must win a bid from IESO.

**Financial Impact:**

A battery project (BESS) would provide a net financial benefit to the township in the form of taxation, lease payments, community benefits, plus likely emergency service training and equipment. Ongoing employment would be minimal.

**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:** 25 Apr 2025  
**Re:** Request to Revise the 2025 Capital Plan for Hard Surfaced Roads

**Recommendation:**

**Be It Resolved That** Council receives the Public Works Manager's (PWM) Administrative Report entitled "Request to Revise the 2025 Capital Plan for Hard Surfaced Roads" for information purposes;  
**And That** having considered several options, Council approves paving a section of the South Lavant Road this season, with the remainder to be completed in 2026, to permit the completion of roadside improvements and culvert installations.  
**And That** Council approve adding the paving of a section on Ardoch Road to the hard surfaced road program for 2025;  
**And That** all hard surfaced road work shall be completed within the approved 2025 Capital Plan budget.

**Background:**

At a meeting on August 22, 2024 Council approved Resolution #295-24, as follows:

**Be It Resolved That** Council receives for information the Public Works Manager's (PWM) Administrative Report entitled " Hard Surfaced Roads for 2024 - Additional Projects";  
**And That** Council approves surface treating a portion of Head Road and pulverizing a portion of South Lavant Road in preparation for the 2025 season;  
**And That** the resulting project shall not exceed the approved 2024 budget for Hard Surfaced Roads;  
**And That** the PWM is directed to provide messaging on the Township's Website and Social Media advising the granular surface on South Lavant Road is temporary.

Given the above approval, the entire length of South Lavant Road from Road 509 to the Wilbur Road intersection was pulverized and granular was added. A portion of Head Road was also pulverized and paved. The work was completed within the approved 2024 hard-surfaced road budget.

The approved 2025 10 year Capital Plan includes the following projects and costs for hard surfaced roads:

Hard Surfaced

South Lavant Road	\$350,000
Road 509	\$350,000

Matawatchan Road	\$340,000
Mountain Road	<u>\$100,000</u>
Total	\$1,140,000

The allocation for South Lavant Road currently includes additional granular and application of a double surface treatment on the entire length of 5.3 km.

### Researched By:

Darwyn Sproule, Public Works Manager  
 Kelly Watkins, Treasurer

### Comments:

The road projects in the Capital Plan each year are identified using the Township's most recent Road Needs Study Report based on priorities from the Constrained Capital Hard Top Program. The constrained program identifies priorities / projects by year based on our typical capital budget. I understand the importance of programming on this basis, yet there are circumstances where road conditions change / deteriorate and we should consider alternate projects and or the need for additional funding. For example in 2024, we identified the need to address a section of Mountain Road given unexpected damage to the surface during spring conditions. Mountain Road was pulverized in 2024 and resurfacing added to the 2025 program.

The following additional revisions to the approved 2025 Capital Plan for Hard Surfaced are recommended and justification is provided:

#### South Lavant Road

Last year after South Lavant Road was pulverized, Roads staff re-constructed the intersection at Road 509, and worked on ditching and rock removal until the end of the construction season. This work is in preparation for paving this season. We have resumed work on ditching and rock removed from Road 509 to a point west of Cruise Road (2.7 km - Section A). We have also identified eight (8) culverts within Section A that need to be replaced.

The roadside work improves sight lines and clear zone, but the primary benefit is improved drainage. Proper drainage is a key factor in protecting road surfaces and improving long term performance. Culverts are being replaced to ensure adequate service life given the new pavement. We are also using the surplus material generated for widening and slope flattening.

The roadside work on Section A can be completed prior to paving this season. In my opinion, the roadside work and culvert replacements on the remaining 2.5 km section to Willbur Road (Section B) cannot be completed inhouse this season without delaying the paving until late in the season. Late season surface treatment is not recommended.

This roadside work is difficult to scope / tender without engineering surveys, geotechnical reports, work limits and quantities. As a result of this and the fact our Road crew is well equipped and experienced with this type of work - we have been working on Section A with inhouse resources and can complete Section A to accommodate paving this season.

I am recommending that we complete the reconstruction and surface treatment on Section A this season, continue with the reconstruction of Section B (including the required culvert replacements) this year and tender the surface treatment of Section B early next season. Section B will be

maintained as a gravel surface in the interim. We have not had any complaints about the condition of the gravel surface on South Lavant Road to date.

This proposal results in a reduced expenditure on South Lavant Road this season from \$350k to \$175k, with the balance of the cost transferred to 2026.

### Ardoch Road

This past winter season the increased number of freeze-thaw events adversely impacted many of our roads. There is now a section on Ardoch Road that is in very poor condition. Our ability to plow this section during late season storms has been challenging. The patching quantities will be excessive, costly and provide questionable performance. I recommend resurfacing the section this season given the existing condition.

We applied for a grant that would have addressed this work but unfortunately we were unsuccessful.

The estimated cost of the double surface treatment recommended this season could be completed with the \$173,750 funding that was North Frontenac's contribution to the grant, had our application been successful.

### Summary

The following options have been identified:

#### Option A

Complete and pave half of South Lavant Road this season and defer the paving on the remaining section to 2026. Complete the remaining roadside improvements and culvert replacements this season. Maintain the remaining granular surface until 2026.

Add pulverizing and paving a section of Ardoch Road to the Capital Plan for 2025.

Complete the recommended work on hard surfaced roads this season and do not exceed the approved 2025 budget for Hard Surfaced Roads.

#### Option B

Proceed with paving the entire length of South Lavant Road as programmed for 2025. Complete the roadside improvements and culvert replacements as time permits with inhouse resources. Include the culvert replacements on the remainder of South Lavant Road in the tender, and scope minimal road side improvements. This will potentially lead to costs over the approved budget if contracted rather than completed inhouse.

Approve pulverizing and paving the area of concern on Ardoch Road, using the funding of \$173,750 set aside for the grant that was unsuccessful.

We recommend Option A as the most effective option to maintain our hard surfaced road network.

### Financial Impact:

Option A as recommended completes a section of South Lavant Road and Ardoch Road while remaining within the approved 2025 Capital Plan budget of \$1,140,000 plus \$173,750 that was allocated as our contribution if the grant was successful.

Option B results in the risk of budget over-runs for the work on South Lavant Road given the need to contract the work rather than completing it inhouse.

### **Strategic Implications:**

Sustainable Core Services - continue to invest in municipal infrastructure.

# **Request to Revise the 2025 Capital Plan for Hard Surfaced Roads**

Public Works Department  
Roads

April 25, 2025

# Hard Surfaced Roads

Challenging to maintain our 184 km hard surfaced road network.

Annual surface treatment has been adopted as the most cost-effective method.

Finding increased use of Pulverizing and Double Surface Treatment (DST) is required versus Single Surface Treatment (SST).

Increased cost and treating fewer kilometers annually.

Age of road, drainage concerns, increased traffic, and climate impacts.

Increased freeze / thaw cycles and drainage issues have a significant impact.

Resurfacing without other roadside improvements is affecting performance and service life.



# South Lavant Road



Council approved advancing the work on South Lavant Road in 2024.

Road was in very poor condition, well beyond expected service life and required considerable maintenance effort.

Entire 5.3 km length was pulverized in 2024 within the approved budget.

Gravel surface maintained without any complaints.

Roadside improvements started last season with inhouse resources, including ditching, rock work and culverts.

Focus is on drainage drainage drainage.

# South Lavant Road (cont'd)



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Able to complete roadside improvements over the first 2.7 km to accommodate paving this season.

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Difficult to contract the roadside work without engineering surveys, geotechnical reports, quantities etc.

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Able to complete roadside improvements to accommodate paving of the remaining 2.5 km section next season.

# South Lavant Road (cont'd)

Culvert Too Short



Culvert Condition



# Ardoch Road

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A section of Ardoch road is in very poor condition.

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Ongoing patching is onerous and costly.

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Late season winter storms with snowfall have been a challenge for plowing and a safety concern.

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The funding for the Township portion of the unsuccessful grant application will address the current area of concern.



# Recommendations – per the Admin Report

Continue with roadside improvements on South Lavant Road, surface treating a section of the road this season and the remaining section next season.

Maintain the remaining gravel surface until paving in 2026.

Update the public regarding the staging and confirm the remaining gravel surface is not permanent.

Address the area of concern on Ardoch Road with the available funding.

All hard surface work to be completed within the approved 2025 Capital Plan budget.

# Thank-you Questions?





# Environmental Task Force Minutes

9:00 AM - Tuesday, March 25, 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; Katie Surra; and Pat McCarron.

**Absent with Regret:** Bruce Moore; Darwyn Sproule, Public Works Manager, P. Eng.

**Also Present:** Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M.

## 1. Call to Order

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

## 2. Traditional Land Acknowledgement

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

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

None declared.

## 4. Environmental Task Force Notes

- a) ***Notes of the Environmental Task Force Meeting dated February 25, 2025, as approved via email and received for information at the March 14, 2025, Regular Meeting of Council.***

## 5. Business Arising

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

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

Deputy Mayor Inglis advised there hasn't been a lot of progress since the last Task Force Meeting. He noted the one company is interested in providing an information session and he would like to include the Mayor and CAO when this is arranged.

It was noted a resolution of Council is not required prior to a project being considered. If a

company would like to pursue a project in North Frontenac they would prepare a presentation to Council.

Deputy Mayor Inglis is going to work with the Sub-Committee and prepare an information report to Council on battery storage projects including opportunities, benefits and risks.

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

Deputy Mayor Inglis advised he has received some preliminary information from one of the companies he contacted about installing solar panels to cover all electricity use at the Township office/Ward 2 garage complex. He will provide further information to the Task Force at an upcoming meeting.

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

Councillor Huetl advised he is still waiting for a date for the meeting with Addington Highlands, Mazinaw Lake Association and federal and provincial representatives. He noted he spoke with a biologist from the Ontario Federation of Anglers and Hunters who advised Eurasian Milfoil is near the bottom of the list for invasive species in the Province. He noted there may not be value in expending a lot of resources as new and worse species are spreading and a natural equilibrium will occur.

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

Councillor Huetl advised there was a meeting of the sub-committee and it was decided to recommend to Council a mandatory septic inspection for all properties which were recently sold. There could be some exceptions for properties which have septic systems that are less than 10 years old or have been inspected in the last 3 years. The inspector will need to have a valid BCIN number and be qualified to complete inspections. Information on the mandatory inspection requirements can be provided by local real estate agents, Township staff if contacted during the sale process (zoning compliance, tax certificates, etc.), or through Township communication channels. Councillor Huetl will prepare a report to Council recommending staff complete a Mandatory Septic Inspection By-law to implement inspections when a property is transferred. The sub-committee also discussed requiring septic inspections for short-term rentals and suggested the sub-committee for short-term rentals consider this.

The sub-committee also discussed opportunities to educate the public on septic system health. The next Quarterly Newsletter will focus on healthy septic systems and make residents aware of the voluntary septic inspection program. Information will be provided to Defosse to assist with creating the newsletter. The newsletter will be circulated to Lake Associations, local businesses, added to the Township's social media and the website and posted at Township facilities.

The North Frontenac Lake Association Alliance (NFLAA) is going to set-up an information table at Summerfest and invite Eric Kohlsmith to attend to provide education on septic system health. The NFLAA is also going to encourage residents to participate in the

voluntary septic program this summer to try and increase participation.

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

No updates.

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

Deputy Mayor Inglis is currently trying to coordinate a meeting with the sub-committee.

**b) Quarterly Newsletter -Received Council Approval - March 14, 2025**

The first newsletter was well received by Council and they approved the Task Force completing quarterly newsletters on environmental themes. The first newsletter is set to be circulated on April 1st. The Task Force will need to consider future topics they wish to include in upcoming newsletters. As previously discussed the summer newsletter will focus on septic system health.

**c) Expansion of the Community Improvement Program (CIP)**

The Task Force discussed adding an additional program to the CIP for environmental improvements (i.e. local businesses adding solar panels). Councillor Huetl advised he would bring this forward during the 2026 budget discussions which will be held in the fall of 2025.

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

Deferred to the next Task Force Meeting.

**6. New Business**

**a) Ardoch Waste Site**

The Task Force recommended this topic be added to the next agenda for discussion. The Public Works Manager will provide an update on the potential re-opening of the site.

**b) Recycling Programs for Wind Turbines or Solar Panels**

It was noted the wind turbine and solar panel industries who have expertise on these materials are working out details on the recycling of materials from these.

**7. Adjournment**

Meeting adjourned at 10:28 a.m. The next meeting is scheduled for April 29, 2025 at 9:00 am.

**8. Recommendations**

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

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Councillor Roy Huetl, Chair,  
Environmental Task Force



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

**Date:** April 4, 2025

**Resolution # 122-25**

**Moved By:**  
Mayor Gerry Lichty

**Seconded By:**  
Councillor Vernon Hermer

**Be It Resolved That** Council receives for information the Notice of Motion from Mayor Lichty requesting Council consider the purchase of the following items to display the Township's patriotism:

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

**And That** Council approves considering this request at the next Regular 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>

#### 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 # 2025-21

### 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 allowances described in Schedule "A" attached hereto be permanently closed, and the land sold to the adjoining owner(s) 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 allowances;

**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 allowances described in Schedule "A" be and the same are hereby permanently closed.
2. Those parts of the said 66' original road allowances shall be sold to the adjoining owner as follows:
  - a) **Part 1 on Registered Plan 13R-23325** as a lot addition to the lands described as PIN 36185-0013 (LT) for the purchase price of \$10,998.10 plus \$1,429.74 HST for a total of \$12,427.75;
  - b) **Part 1 on Registered Plan 13R-23316** as a lot addition to the lands described as PIN 36185-0013 (LT) for the purchase price of \$4,734.40 plus \$615.47 HST for a total of \$5,349.87;
  - c) **Parts 2 and 3 on Registered Plan 13R-23316** as a lot addition to the lands described as PIN 36185-0013 (LT) for the purchase price of \$31,063.58 plus \$4,038.27 HST for a total of \$35,101.85 (Big Gull Lake);
3. The Mayor or Deputy Mayor and the Clerk or Deputy Clerk of The Corporation are hereby authorized to sign or execute such deeds or other documents as may be necessary to effect conveyance of that Part of the said 66' original Road Allowances 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 Allowances 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 25<sup>th</sup> day of April 2025.

**Read** a third time and finally passed this 25<sup>th</sup> day of April 2025.

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Gerry Lichty, Mayor

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Tara Mieske, Clerk

### **Schedule 'A'**

**All That Part** of the Road Allowance between Concessions 10 and 11, Lot 7 (south of the wetland area) geographic Township of Clarendon, shown as Part 1 on Registered Plan 13R-23325

**All That Part** of the Road Allowance between Lots 5 and 6, Concession 10, geographic Township of Clarendon, shown as Part 1 on Registered Plan 13R-23316

**All That Part** of the Shore Road Allowance lying adjacent to Part of Lot 6, Concession 10 (Big Gull Lake), geographic Township of Clarendon, being Part 2 and 3 on Registered Plan 13R-23316

# The Corporation of the Township of North Frontenac

## By-law # 2025-22

### Being a By-law to Establish a Policy for the Use of Township Property for the Corporation of the Township of North Frontenac

**Whereas** the Council of the Corporation of the Township of North Frontenac deems it expedient to enact a By-law to establish a policy for the Use of Township Property excluding the construction of docks;

**Now Therefore** the Council of The Corporation of the Township of North Frontenac does hereby adopt the “Use of Township Property Policy” attached hereto as Schedule “A”; Schedule “B”; and Schedule “C”;

**And That** By-law #65-19 and By-law #69-22 are hereby repealed in their entirety;

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

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

**Read** a first and second time **April 25, 2025**.

**Read** a third time and finally passed this **April 25, 2025**.

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**Gerry Lichty, Mayor**

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**Tara Mieske, Clerk**

## Schedule 'A' To By-law #2025-22

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

#### **1. Definitions**

In this Policy:

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

#### **2. Purpose**

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

#### **3. Scope of the By-law**

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

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

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

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

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

#### **4. Request to Council for Use of Township Property**

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

#### **5. Inspection**

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

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

#### **6. Consideration by Council**

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

#### **7. Licence Agreement**

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

#### **8. Annual Fee**

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

#### **9. Liability Insurance**

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

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

**10. Failure to Comply with Conditions of Licence Agreement**

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

**11. Requests from Utility Companies**

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

## Schedule 'B' To By-law #2025-22

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

#### **1. Definitions**

In this Policy:

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

#### **2. Purpose**

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

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

#### **3. Standards for the Construction of a Dock**

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

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

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

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

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

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

## Schedule 'C' To By-law #2025-22

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

#### **1. Definitions**

In this Policy:

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

#### **2. Purpose**

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

#### **3. Standards for the Construction of a Dock**

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

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

#### **4. Additional Provisions**

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

**The Corporation of the Township of North Frontenac**

**By-law #2025-23**

**Confirming By-law**

**Being a By-law of the Corporation of the Township of North Frontenac to confirm all actions and proceedings of the Council of the Corporation of the Township of North Frontenac for a Regular Council Meeting held April 25, 2025**

**Whereas** Section 9 of the *Municipal Act, S.O.2001, c.25* and amendments thereto provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

**And Whereas** Subsection 2 of Section 11 of the *Municipal Act, S.O. 2001, c.25* and amendments thereto provides that a lower-tier and an upper-tier municipality may pass by-laws respecting matters within the spheres of jurisdiction described in the Table to Subsection 2, subject to certain provisions;

**And Whereas** Section 5(3) of the *Municipal Act S.O. 2001, c.25* – A Municipal power, including a municipality’s capacity, rights, powers and privileges under Section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

**And Whereas** it is deemed expedient that the proceedings of the Council of The Corporation of the Township of North Frontenac for the April 25, 2025 Regular Council Meeting, be confirmed and adopted by by-law;

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

1. That all actions and proceedings of the Council of The Corporation of the Township of North Frontenac taken at its Regular Council Meeting held April 25, 2025, be confirmed as actions for which The Corporation of the Township of North Frontenac has the capacity, rights, powers and privileges of a natural person;
2. That all actions and proceedings of the Council of The Corporation of the Township of North Frontenac at its Regular Council Meeting held April 25, 2025, in respect of each recommendation contained in the Minutes and each motion and resolution passed and other actions taken by the Council of The Corporation of North Frontenac at the Meeting, are hereby sanctioned, ratified and confirmed as if all such proceedings were expressly embodied in this By-law;
3. That the Mayor and proper officials of The Corporation of the Township of North Frontenac are hereby authorized and directed to do all things necessary, and to obtain approvals where required, to give effect to the actions passed and taken by Council at the said Meeting;
4. That this by-law shall come into force as of the final passing thereof.

**Read** a first and second time **April 25, 2025**.

**Read** a third time and finally passed this **April 25, 2025**.

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**Gerry Lichty, Mayor**

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**Tara Mieske, Clerk**