

Regular Council Agenda

To Follow Public Meeting- Friday, January 16, 2026

Council Chambers

[Zoom Meeting Registration](#)

1. Call to Order

2. Approval of Agenda

- a) January 16, 2026

Be It Resolved That Council approves the Agenda dated January 16, 2026, as circulated.

3. Disclosure of Pecuniary Interest and General Nature Thereof

4. Business Profile

- a) Lyons Heating and Cooling

7

Be It Resolved That Council receives for information the Business Profile of Lyons Heating and Cooling provided by the Economic Development Task Force (EDTF).

[Lyons Heating and Cooling](#)

5. Presentations

None.

6. Delegations

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

8 - 20

Be It Resolved That Council receives for information the presentation from Sarah McCullough, Youth Program Supervisor with Rural Frontenac Community Services entitled "Rural Frontenac Community Services Youth Program - Enabling Youth to Live Rural Life to its Fullest"; and thanks her for her time spent today.

[2025 Rural Frontenac Community Services Youth Program Presentation](#)

7. Adoption of Minutes

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

21 - 42

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

- A Special Meeting of Council held December 4, 2025;
- A Public Meeting of Council held December 12, 2025; and
- A Regular Meeting of Council held December 12, 2025.

[Special Council - 04 Dec 2025 - Minutes - Pdf](#)

8. Business Arising Out of Minutes

None.

9. Communications

- a) Clerk's Administrative Report - Communications 'A' Section 43

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. Township of South Frontenac re: Request for Support - Defend Local Autonomy 44 - 46

Be it Resolved That Council receives for information a Resolution approved by South Frontenac Council at their meeting held December 9, 2025 directing South Frontenac staff to submit a formal letter of objection to the Premier of Ontario and the Minister of Municipal Affairs and Housing, expressing their concern with the "Strong Mayor" model; the proposed consolidation of Conservation Authorities; and the municipal planning implications of Bill 60, the "Fighting Delays, Building Faster" Act, as all represent a systematic erosion of municipal democratic agency and local environmental oversight;

And That North Frontenac Council supports the objections presented by the Council of South Frontenac; and directs North Frontenac staff to provide this resolution of support to the Premier of Ontario; the Minister of Municipal Affairs and Housing; the Association of Municipalities of Ontario (AMO); and the Township of South Frontenac.

[Motion to Defend Local Autonomy](#)

[Resolution regarding Motion to Defend Local Autonomy](#)

10. Council, CAO, and Managers' Administrative Reports

- a) Clerk/Planning Manager: Shore Road Allowance and By-Law - Strong 47 - 49

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

And That, as required by By-law #2025-04:

- **All That Part** of the Shore Road Allowance lying in front of Lot 286, Registered Plan 1044, geographic Township of Barrie, being Part 1 on Registered Plan 13R-12429 (Kashwakamak Lake);

be declared as surplus and sold to the adjoining owners. Appraisals of the properties are not necessary as these are Shore Road Allowances;

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

[Shore Road Allowance and By-Law - Strong - Pdf](#)

- b) Manager of Community Development: Rental Agreement with the First Resource Management Group Inc. (Mazinaw-Lanark Forest Inc.) for Rental of Office Space at the Barrie Community Hall 50 - 53

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

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

[Rental Agreement with the First Resource Management Group Inc. \(Mazinaw-Lanark Forest Inc.\) for Rental of Office Space at the Barrie Community Hall - Pdf](#)

- c) Manager of Community Development: Draft Rink Board Advertising Policy 54 - 62

Be It Resolved That Council receives for information the Manager of Community Development's Administrative Report entitled "Draft Rink Board Advertising Policy";

And That Council approves the Rink Board Advertising Policy;

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

And That funds from this initiative will be placed in the Recreation Sustainability TCA Reserve Fund for future initiatives.

[Draft Rink Board Advertising Policy - Pdf](#)

- d) Manager of Community Development: 2026-2029 Helipad Agreement with Ornge for Plevna and Ompah Helipads 63

Be It Resolved That Council receives for information the Manager of Community Development's Administrative Report entitled "2026-2029 Helipad Agreement with Ornge for Plevna and Ompah Helipads";

And That Council authorizes the Manager of Community Development to sign the 2026-2029 Helipad Agreements with Ornge for Plevna and Ompah Helipads.

[2026-2029 Helipad Agreement with Ornge for Plevna and Ompah Helipads - Pdf](#)

- e) Manager of Community Development: Community Improvement Plan (CIP) - 2025 Annual Report 64 - 65

Be It Resolved That Council receives for information the Manager of Community Development's Administrative Report entitled "Community Improvement Plan (CIP) - 2025 Annual Report".

[Community Improvement Plan \(CIP\) - 2025 Annual Report - Pdf](#)

- f) Treasurer: 2026 Insurance Renewal 66 - 67

Be It Resolved That Council receives for information the Treasurer's Administrative Report entitled "2026 Insurance Renewal";

And That Council instructs the Treasurer to provide Council with an update on a potential Joint Request For Proposal prior to the 2027 Insurance renewal.

[2026 Insurance Renewal - Pdf](#)

- g) Treasurer: Final Tax Rate By-Law and Regulation 284/09 68 - 70

Be It Resolved That Council receives for information the Treasurer's Administrative Report entitled "Final Tax Rate By-Law and Regulation 284/09";

And That in accordance with Ontario regulation 284/09, Council recognizes and adopts expenses excluded from the 2026 approved Budget such as amortization and post retirement benefits identified in this report;

And That Council approve increasing the minimum notice amount from \$10 to \$20 for arrears notices on unpaid taxes;

And That the 2026 Final Tax Rate By-law for the Township of North Frontenac be considered later in the meeting.

[Final Tax Rate By-Law and Regulation 284/09 - Pdf](#)

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

- a) Housing Advisory Task Force 71 - 73

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

And That Council approves the 2025-2026 HATF Work Plan.

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

- b) Economic Development Task Force 74 - 85

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

And That Council approves the EDTF updated Terms of Reference;

And That Council approves of the EDTF not advertising to fill the vacant position on the EDTF at this time.

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

- c) Environmental Task Force 86 - 89

Be It Resolved That Council receives for information the Notes dated December 23, 2025 of the Environmental Task Force.

[Environmental Task Force - 23 Dec 2025 - Minutes - Pdf](#)

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

13. Motions, Written Notice of which has been Given (By a Member of

Council and approved by Council at a prior Meeting)

- a) Resolution #433-25: Deputy Mayor Huetl - Amendments to Official Plan and Zoning By-law (Rural Co Operative Designation on Waterfront Properties) 90

Whereas at the meeting held December 12, 2025, Council received a Notice of Motion from Deputy Mayor Huetl regarding amending the Township's Official Plan and Zoning By-law to discourage Rural Cooperatives on Waterfront Properties to be considered at the January 16, 2026 Council Meeting;

Now Therefore Be It Resolved That Council instructs the Clerk/Planning Manager to review options to amend the Township's Official Plan and Zoning By-law to discourage Rural Cooperatives on waterfront properties; and report back to Council.

[Resolution #433-25](#)

14. Council Portfolio Verbal Reports

- a) Each Council member has a portfolio for which they are responsible. 91 - 92
The Councillor may provide a verbal report for information purposes.

[Council Portfolios 2022-2026](#)

15. Introduction and Reading of By-laws

- a) By-law(s) to be Considered: 93 - 132

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:

- #2026-01 To Authorize Borrowing to Meet Current Expenditures;
- #2026-02 To Adopt Fees and Charges By-law;
- #2026-03 To Close, Stop Up and Sell Shore Road Allowance;
- #2026-04 To Sign Lease Rental Agreement with First Management Resource Group Inc.;
- #2026-05 To Adopt Rink Board Advertising Policy;
- #2026-06 To Adopt Final Tax Rate.

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

[2026-01 Borrowing By-law](#)

[2026-02 Fees and Charges By-law](#)

[2026-03 Road Closing - Strong](#)

[2026-04 To Sign Lease Rental Agreement with FRMG](#)

[2026-05 To Adopt Rink Board Advertisement Policy](#)

[2026-06 Final Tax Rate Bylaw](#)

[2026-06 Schedule 'A'](#)

16. Public Forum

17. Closed Session

- a) Closed Meeting of Council

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

- a. Adopt Minutes of Closed Meetings held December 12, 2025;
- b. Discuss Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board, specifically an Ontario Land Tribunal File; and
- c. Discuss personal matters about an identifiable individual, including municipal or local board employees.

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

19. Confirmatory By-law

- a) Confirming By-law #2026-07

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Be It Resolved That By-law #2026-07 being a By-law to confirm all actions and proceedings of Council for its Regular Meeting held January 16, 2026 be read a first, second, and third time and finally passed.

[2026-07 Confirming By-law - January 16, 2026](#)

20. Adjournment

- a) Adjournment of the Council Meeting

Be It Resolved That Council adjourns the Meeting at ____ .m. until February 6, 2026 or at the call of the Chair.

LYONS HEATING and COOLING

Owner: Mitch Lyons

1701 South Rd

Cloyne, Ont. K0H 1K0

905-926-5437

Mitchlyons76@gmail.com

Website: coming soon

Facebook/LyonsHVAC



Working and apprenticing for businesses out of the area since 2019 Mitch has attained all the necessary certifications required to perform all the duties of a registered HVAC Technician. Living in Fernleigh, he has seen a need for this service while working for other companies and opened his business in 2025.

As a licensed and certified HVAC technician with over six years of hands-on experience in residential heating and cooling, he is fully certified for natural gas, propane, and air conditioning systems, offering expert installation and service for all types of residential equipment.

Specialties include:

- Furnaces
- Boilers
- Hot water tanks
- Fireplaces
- Ranges
- On-demand hot water heaters
- Air conditioners
- Heat pumps

Whether it's keeping your home warm in the winter or cool in the summer, Mitch takes pride in providing reliable, professional service and quality workmanship. He is focusing his services in the North Frontenac and surrounding areas but will travel if the opportunity arises. He is the only employee at this time, as he becomes busier, he may see a need to hire additional staff.

Check out his Facebook page for more information.



Rural Frontenac Community Services Youth Program

Enabling Youth to Live Rural
Life to its Fullest





Who We Are

We strive to provide programs so all youth have the opportunity to grow into young adults that are healthy, successful and engaged in their community.

We work to engage youth in their community by removing barriers such as fees and transportation.

OUR SERVICES AND PROGRAMS

Rural Frontenac Community Services Youth Program offers a variety of programs for youth ages 6-21



- Rural Frontenac Kids Club
- Babysitters and Home Alone Courses
- March Break and Summer Camps
- Rural Frontenac Youth Hub
- Supports for youth in transition
- Volunteer Opportunities
- Clothes for Kids/ Warm Feet Project
- Back to School Backpack Program

Kids Club Overview

Kids Club runs 1 night a week for 2 hours at the following locations:

- Monday night The Child Centre (grades 1-4)
- Tuesday night Clarendon Central P.S. (grades 1-6)
- Wednesday night Land O'Lake P.S. (grades 3-7)
- Friday night Granite Ridge Education Centre (grades 4-8)

Our staff come prepared with games, crafts and sometimes healthy emotions or self-care activities for the youth to participate in.

North Frontenac provides \$6,000 for Kids Club



KIDS CLUB IN NORTH FRONTENAC



- We offered weekly Kids Club programming to youth attending Clarendon Central P.S
- We had 12 youth attending in the 2024/2025 school year. We currently have 14 participants registered for the 2025/26 school year.
- Kids Club has been running at Clarendon Central P.S. since 2010

LEADERSHIP PROGRAMS

- Leadership initiatives are an integral component of the youth program
- We work with our Youth Staff and volunteers to come up with program ideas and generate opportunities for youth to earn volunteer hours.
- We hire local youth to work at Kids Club-many whom were participants themselves- providing first job experiences in their community.
- We offered 2 babysitters courses in 2025. We had 19 youth complete the course.
- We offered 2 Home Alone courses in 2025 with 22 youth completing the course.



Summer Programming

We offered:

- A seven week day camp with a max of 20 youth registered for each week. We were full the entire summer.
- Bi-weekly Junior Campers days for ages 4-6.
- Bi-weekly Junior Hub days for youth in grades 6-8.



Rural Frontenac Youth Hub

- The Youth Hub is a drop-in space located at The Centre (across from the RBC bank) in Sharbot Lake.
- We offer bi-weekly programming for grades 9-12 with the opposite weeks being open for Junior Hub, grades 6-8.
- Youth participate in making food and playing games. Youth can also receive homework help or just hang out.
- Youth attending can connect with the Staff and be connected to other services such as counselling.



SPECIAL EVENTS



- We attended Winterfest and Summerfest in 2025 providing games and activities for youth to participate in.
- We also offered Rudolphs Reindeer Games on December 22 at Clar-Mill hall for youth ages 6-12 to attend. We had 12 youth attend. This event was sponsored by Tinker Sisters Workshop making the event free for youth to participate.

Tinker Sisters Workshop is a small business run by two sisters from Ompah. Both sisters have been participating in our programs since moving to the area. Follow them on Facebook!

FUNDING

Rural Frontenac Community Services is grateful for the \$6,000 in funding from North Frontenac Township for our Kids Club programming.



2025 Budget

Expenses for Kids Club in North Frontenac Township

• Supervisor	\$1,427
• Kids Club Staffing	\$6,055 (based on 38 weeks)
• Program Supplies	\$500 (\$50/ month)
• Food Costs	\$1,000 (\$100/ month)
• Transportation	\$1,634 (86km return)
<hr/>	
Total:	\$10,616

**Request for funding from
North Frontenac Township: \$6,000**

**The difference is funded by fundraising and donations*



Other Funding

In addition to our municipal funding, we also fundraise to support our youth programs.

- For the 2025, the following grants have been approved,
 - Bridging the Gap for Rural Youth (BGRY) program through United Way.
 - *This is the last year in this funding. We will reapply for this funding in the fall.*
 - Central Frontenac Township for 3 Kids Club locations.

STAFF

Youth Program Supervisor
Sarah McCullough sarahm@rfcs.ca

Youth Program Assistant
Jessica Quinn

Executive Director
Louise Moody louisem@rfcs.ca

Visit us at www.rfcs.ca or like our youth program on Facebook at Rural Frontenac Youth Events



Special Council Minutes 2026 Draft Budget

9:00 AM - Thursday, December 4, 2025
Council Chambers

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

Absent with Regret: Councillor Stephanie Regent

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

1. Call to Order and Purpose of Meeting (including Chair's Opening Remarks)

The Mayor called the meeting to order at 9:00 a.m. and gave his opening remarks. He advised the purpose of the meeting is to consider the 2026 Draft Budget.

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) *December 4, 2025*

388-25 Moved by Councillor Roy Huetl, Seconded by Councillor Wayne Good

Be It Resolved That Council approves the Agenda for the Special Meeting of Council regarding the 2026 Budget dated December 4, 2025, as circulated.

Carried

4. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

5. Presentations

- a) ***Treasurer: 2026 Draft Budget Overview (Powerpoint at meeting)***

6. Communications

- a) ***Treasurer's Communications of Interest to Council Re: 2025 Draft Budget
389-25 Moved by Councillor Wayne Good, Seconded by Councillor Roy Huetl***

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

Carried

7. Administrative Reports

- a) ***Manager of Community Development and Councillor Inglis- 2026 SummerFest - Increase Funding Request***

390-25 Moved by Councillor Roy Huetl, Seconded by Councillor Wayne Good

Be It Resolved That Council receives for information the Administrative report from the Manager of Community Development titled "2026 SummerFest - Increase Funding Request".

Carried

- b) ***Manager of Community Development - Economic/Community Development Student - Update***

391-25 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 "Economic/Community Development Student - Update".

Carried

- c) ***Director of Emergency Services - Proposed Wildland Fire Suppression Budget***

392-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Director of Emergency Services/Fire Chief's (DESFC) Administrative Report entitled "Wildland Fire Suppression Budget";

And That the proposed additional \$10,000 has been included in the 2026 Draft Budget;

And That Council approves the recommendation to transfer any unspent funds annually from this line item to the Emergency Services Reserve Fund.

Carried

- d) ***Director of Emergency Services - Proposed Increase of 10 Weekly Hours for the Assistant Fire Chief Position***

393-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That Council receives for information the Director of Emergency Services/Fire Chief's (DESFC) Administrative Report entitled "Proposed Increase of 10 Weekly Hours for the Assistant Fire Chief Position";

And That the additional cost has been included in the 2026 Draft Budget for consideration.

Carried

- e) ***Treasurer - 2026 Summary of the Ten (10) Year Capital Plan 2026-2035; Tangible Capital Asset (TCA) Replacement Schedules (planned spending) as amended.***

394-25 Moved by Councillor Wayne Good, Seconded by Councillor Roy Huetl

Be It Resolved That Council receives the Treasurer's Administrative Report entitled "2026 Summary of the Ten (10) Year Capital Plan 2026-2035; TCA Replacement Schedules (planned spending) as amended" for information purposes;

And That Council authorizes the CAO and Managers to proceed with the applicable 2026 TCA Capital Purchases/Tenders (in accordance with these Schedules and the Procurement By-law).

Carried

- f) ***Treasurer - Reserve and Reserve Fund Review***

395-25 Moved by Councillor Wayne Good, Seconded by Councillor Roy Huetl

Be It Resolved That Council receives the Treasurer's Administrative Report entitled "Reserve and Reserve Fund Review" for information purposes.

Carried

- g) ***Treasurer - Summary of the 2026 Draft Budget***

396-25 Moved by Councillor Wayne Good, Seconded by Councillor Roy Huetl

Be It Resolved That Council receives the Treasurer's Administrative Report entitled "Summary of the 2026 Draft Budget" for information purposes.

Carried

8. Council Discussion: 2026 Draft Budget

- a) ***Economic/Community Development Student***

397-25 Moved by Councillor Wayne Good, Seconded by Councillor Fred Fowler

Be It Resolved That Council deletes the Economic Development Summer Student from the budget at a cost of \$20,000.

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

Defeated 3-3 on a recorded vote

- b) ***Proposed Increase of 10 Weekly Hours for the Assistant Fire Chief Position***
398-25 Moved by Councillor Roy Huetl, Seconded by Deputy Mayor John Inglis

Be It Resolved That Council approves the Assistant Fire Chief position being increased by five hours from January to June; and the Chief provide a report on the effect; and if required Council will consider increasing the position by an additional five hours per week for the remainder of the year;

And That the budget be decreased by \$10,000.

Carried

- c) ***Township Donation to Foodbank***
399-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That Council decreases the donation to the North Frontenac and Central Frontenac Foodbanks by \$500 for a total contribution of \$2,500.

Carried

- d) ***Community Improvement Plan (CIP)***
400-25 Moved by Councillor Wayne Good, Seconded by Councillor Fred Fowler

Be It Resolved That Council decreases the Community Improvement Plan by \$5,000 to \$15,000.

Carried

- e) ***Summerfest***
401-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That Council decreases the amount for Summerfest by \$2,500 to \$12,500.

Carried

- f) ***Cost for Insurance***
402-25 Moved by Councillor Roy Huetl, Seconded by Deputy Mayor John Inglis

Be It Resolved That Council reduces the cost for insurance by \$12,000 based on the actual cost being provided since the Draft Budget was circulated.

Carried

- g) ***Community Hall Maintenance***
403-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That Council approves increasing the Community Hall Building Maintenance by \$5,000 to cover the cost of the installation of fire suppression units on exhaust fans at the Community Halls.

Carried

h) ***Roads Tangible Capital Asset Reserve Fund***

404-25 Moved by Councillor Wayne Good, Seconded by Councillor Roy Huetl

Be It Resolved That Council approves an additional 1% (\$74,690) annually in the Roads Tangible Capital Asset Reserve Fund;

And That Council increases the surface treatment for 2026 by \$74,690.

Carried

9. Public Forum

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

10. Confirmatory By-law

a) ***Confirming By-law #2025-57***

405-25 Moved by Councillor Wayne Good, Seconded by Councillor Roy Huetl

Be It Resolved That By-law #2025-57, being a By-law to confirm all actions and proceedings of Council for its Special Meeting held December 4, 2025 be read a first, second, and third time and finally passed.

Carried

11. Adjournment

a) ***Adjournment of Meeting***

406-25 Moved by Councillor Wayne Good, Seconded by Councillor Roy Huetl

Be It Resolved That Council adjourns the Meeting at 1:54 p.m. until December 12, 2025 or at the Call of the Chair.

Carried

Mayor

Clerk



Regular Council Minutes

9:00 AM - Friday, December 12, 2025

Council Chambers

- Present:** Mayor Gerry Lichty; Deputy Mayor Roy Huetl; Councillor John Inglis; Councillor Wayne Good; Councillor Vernon Hermer; and Councillor Fred Fowler
- Absent with Regret:** Councillor Stephanie Regent
- Also Present:** Corey Klatt, Chief Administrative Officer, Dipl. M.A.; Tara Mieske, Dipl. M.A., M.M. Clerk/Planning Manager; Darwyn Sproule, P. Eng., Public Works Manager; Brooke Ross, Dipl. M.A., Manager of Community Development; Kelly Watkins, Dipl. M.A., M.M., Treasurer; McKenzie Millar, Technical Services Officer; and Brooke Drechsler, Deputy Clerk/Assistant to the Planning Manager, Dipl. M.A.

1. Call to Order

The Mayor called the meeting to order at 9:27 a.m.

2. Traditional Land Acknowledgement

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

3. Approval of Agenda

a) *December 12, 2025*

410-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That Council approves the Agenda for the Regular Meeting dated December 12, 2025, as circulated.

Carried

4. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

5. Zoning By-law Amendment - By-law to be Considered

a) *File #Z04/25 - To Rezone a property from Residential Waterfront to Residential*

Waterfront Exception Zone with Holding Symbol

411-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

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

- 2025-60 To Approve a Zoning By-law Amendment for a Residential Waterfront Exception Zone with a Holding Symbol, as amended to include mitigation measurers from Cambium;

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

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

Defeated 1-5 on a recorded vote

412-25 Moved by Councillor Roy Huetl, Seconded by Councillor Wayne Good

Be It Resolved That Council denies application #Z04/25 because of the following reasons:

- Proximity to the water;
- Proximity to the Waste Site;
- Potential for litter, odour, vermin and noise; and
- Vehicular presence when waste site is re-opened.

Carried

Note: Brooke Drechsler, Deputy Clerk/Assistant to the Planning Manager left the meeting at this time

6. Business Profile

None.

7. Presentations

a) Years of Service Awards

<i>Recipients</i>	<i>Department</i>	<i>Years of Service</i>
<i>Richard Tryon</i>	<i>Kaladar Barrie Fire Department</i>	<i>50 Years</i>
<i>Stan Seitz</i>	<i>North Frontenac Fire Department</i>	<i>45 years</i>
<i>Teegan Wise</i>	<i>Roads Department</i>	<i>15 Years</i>
<i>John Inglis</i>	<i>Council</i>	<i>15 Years</i>
<i>Shayne Macarther</i>	<i>Kaladar Barrie Fire Department</i>	<i>15 Years</i>

<i>Nicholas Ross</i>	<i>North Frontenac Department</i>	<i>Fire</i>	<i>10 Years</i>
<i>Darwyn Sproule</i>	<i>Roads Department</i>		<i>10 Years</i>
<i>Jean Wemp</i>	<i>Administration</i>		<i>10 Years</i>
<i>Dave Avery</i>	<i>Kaladar Barrie Department</i>	<i>Fire</i>	<i>10 Years</i>
<i>Nickholas Cooke</i>	<i>Kaladar Barrie Department</i>	<i>Fire</i>	<i>10 Years</i>

8. Delegations

None.

9. Adoption of Minutes

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

413-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

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

1. A Regular Meeting of Council held November 21, 2025; and
2. A Special Meeting of Council held November 21, 2025.

Carried

10. Business Arising Out of Minutes

a) *2026 Adopted Budget Update for December 12, 2026 Council Agenda*

414-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Whereas at the Special Meeting held December 4, 2025, the 2026 Draft Mayor's Budget was presented to Council for Consideration;

Now Therefore Be It Resolved That Council receives for information an email dated December 5, 2025, from Kelly Watkins, Treasurer, providing an overview of the changes made to the Draft Mayor's Budget; and advising the Budget is deemed adopted as the Mayor has issued a Mayoral Decision confirming that he will not be vetoing any of the Resolutions to amend the Draft Budget;

And That Council will consider a By-law later in the meeting to formally indicate the Mayor's Budget has been adopted.

Carried

Note: Councillor Good left the meeting at this time.

b) *Results from Integrity Commissioner's Investigation into Contravention of Township's Code of Conduct Policy*

415-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Whereas Council submitted a complaint to Tony Fleming, the Township's Integrity Commissioner, on August 8, 2025 advising Councillor Regent had breached the Township's Code of Conduct;

Now Therefore Be It Resolved That Council receives for information the Cover Letter and Final Report dated November 11, 2025, from Mr. Fleming providing an overview of the complaint received, his findings regarding the matter and his recommendations;

And That Council implements the recommendation included in the Integrity Commissioner's Report.

Carried

- c) ***Resolution #182-25: Request for Permission from Clar Mill Community Volunteers to Apply for Grant***

416-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Whereas at the Council meeting on June 12, 2025, Council passed Resolution #185-25 receiving for information the email dated May 7, 2025 from the Clar-Mill Community Volunteers (CMCV) requesting permission from the Township to apply for a grant in September 2025 for proposed renovations to the storage room next to the kitchen at the Clar-Mill Community Hall and approved the CMCV and Township's Application to the *The Commonwell L.E.A.F* initiative for 100% project funding and directed the CAO or CMCV (depending on grant eligibility) to enter into a Funding Agreement with *The Commonwell L.E.A.F* initiative upon successful Application for 100% project funding;

Now Therefore Be It Resolved That Council receives for information the email dated December 5, 2025 from the Manager of Community Development advising CMCV requested to apply for the Community Grant Program – Community Foundation for Kingston & Area CFKA for 100% project funding for a portion of the original scope and due to insufficient timing to bring this back to Council, the CAO signed the Application with CMCV;

And That the CMCV was successful in receiving \$7,000 (100% funding) from the Community Grant Program – Community Foundation for Kingston & Area CFKA;

And That the program is requiring acceptance by December 12, 2025; therefore, the CAO will sign the acceptance prior to the December 12th deadline, to ensure the 100% funding is secured;

And That Council approves the CAO to enter into a Funding Agreement with the Community Grant Program – Community Foundation for Kingston & Area CFKA for 100% project funding;

And That Council directs the MCD to work with the CMCV to have the renovations completed.

Carried

11. Communications

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

417-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

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

Carried

b) Communications 'B' Section - Action Items

B1. Land O' Lakes Emergency Foodbank re: Request for Assistance with Foodbank Building Search

418-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information a letter dated November 26, 2025, from Land O'Lakes Emergency Foodbank Board advising the Health Unit building in Cloyne will close at the end of February 2026 and, as a result, the Food Bank must vacate the premise no later than March 1, 2026;

And That the Foodbank provides vital food support to residents within a 25-kilometre radius, including Kaladar, Flinton, Fernleigh, Harlowe, Northbrook, Skootamatta Lake and the Cloyne Area, with an average of 20 clients a week, with need increasing;

And That the Land O'Lakes Emergency Foodbank Board is requesting assistance from North Frontenac Township and Addington Highlands Township with two options proposed:

1. A suitable building of at least 1,500 square feet; adequate electrical service for our coolers, freezers and air conditioning; a bathroom, kitchen counter with sink, and running water; phone and internet; ground-level access; parking for at least five vehicles; snow and ice removal; or
2. Financial support to lease such a facility and cover utilities

And That, while the Board of Health for Southeast Public Health has approved a motion to pause the closure of the eight satellite offices in its region, and defer the decision on the sale of the Cloyne property, the Foodbank will continue the search for a new operating space;

And That Council approves the Mayor and CAO meeting with Addington Highlands to discuss this item.

Carried

12. Council, CAO, and Managers' Administrative Reports

a) Clerk/Planning Manager: Shore Road Allowance for Approval in Principle - Kerr

419-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

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

And That Council approves in principle the Application to close, stop up and sell part of the Shore Road Allowance in front of Lot 308, Plan 1045, geographic Township of Barrie(Kashwakamak Lake).

Carried

- b) ***Clerk/Planning Manager: Road Allowance Between Lots 25 and 26, Northeast Range, Geographic Township of Clarendon - Schonauer, et al***
420-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Road Allowance Between Lots 25 and 26, Northeast Range, Geographic Township of Clarendon - Schonauer, et al";

And That Council approves in principle the Application to close, stop up and sell part of the Road Allowance described as Part of the Road Allowance between Lots 25 and 26, Northeast Range, geographic Township of Clarendon.

Carried

- c) ***Clerk/Planning Manager: Shore Road Allowance and By-Law - Smith***
421-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

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

And That, as required by By-law #20-23,

- **All That Part** of the Shore Road Allowance adjacent to Lot 15, Concession 8, geographic Township of Barrie, being Part 2 on Registered Plan 13R-5981 (Mississagagon Lake)

be declared as surplus and sold to the adjoining owners. Appraisals of the properties are not necessary as these are Shore Road Allowances;

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

Carried

- d) ***Manager of Community Development: Plevna Rink Project - Update***
422-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That Council receives for information the Manager of Community Development's (MCD) Administrative Report entitled "Plevna Rink Project - Update".

Carried

- e) ***Manager of Community Development: Electric Vehicle (EV) Chargers - Update***
423-25 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer

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

And That no further action be taken at this time to downgrade or throttle the chargers, and the Township shall continue operating the charging stations under the existing operational model;

And That staff be directed to continue monitoring usage, revenues, and operational costs, and report any significant changes or emerging opportunities to Council.

Carried

f) ***Manager of Community Development: Seniors Community Grant 2026-27 - Community Hall Technology Updates***

424-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That Council receives for information the Manager of Community Development's (MCD) Administrative Report entitled "Senior Community Grant 2026-27 - Community Hall Technology Updates";

And That Council approves the MCD's Application to the Seniors Community Grant for 100% project funding for equipment to enhance technology for our five Community Halls;

And That Council directs the CAO to sign the Application for Funding and to enter into a Funding Agreement with the Seniors Community Grant upon the Township's successful Application for 100% project funding;

And That Council directs the MCD to have the new technology purchased and installed if the Application for Funding is successful.

Carried

g) ***Treasurer: 2026 WSIB Rates for Volunteer Firefighters***

425-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That the Council receives the Treasurer's Administrative Report entitled "2026 WSIB Rate for Fire Volunteers" for information purposes;

And That Council of the Township of North Frontenac set Workplace Safety and Insurance Board (WSIB) at the maximum coverage for 2026, being \$121,700 for Volunteer Firefighter Personnel in Wards 2 & 3;

And That the maximum number of members of the brigade shall not exceed 30 members per station, plus the Director of Emergency Services/Fire Chief and Assistant Fire Chief.

Carried

h) ***Treasurer: Employee Benefits Renewal and Compensation Review Consultant***

426-25 Moved by Deputy Mayor John Inglis, Seconded by Councillor Roy Huetl

Be It Resolved That Council receives for information the Treasurer's Administrative Report entitled "Employee Benefit Renewal and Compensation Review Consultant";

And That Council approves continuing to offer Employee Benefits through Canada Life for 2026, with no changes to the benefits provided;

And That Council approves continuing to use Gallagher Benefit and Retirement Services in 2026 and to work with Gallagher to review going to market for benefits in 2027;

And That Council approves single sourcing Gallagher Benefit Services to complete the Compensation and Pay Equity Review in 2026.

Carried

- i) **Public Works Manager: Diabetes Canada Textile Donation Bins – Plevna & 506 Waste Site Locations**

427-25 Moved by Deputy Mayor John Inglis, Seconded by Councillor Roy Huetl

Be It Resolved That Council receives for information the Public Works Manager’s Administrative Report entitled “Diabetes Canada Textile Donation Bins – Plevna & 506 Waste Site Locations”;

And That Council will consider a By-law later in the meeting to enter into a service agreement, including insurance requirements, with Diabetes Canada to provide two (2) donation bins - one at Plevna Waste Site and one at 506 Waste Site.

Carried

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

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

428-25 Moved by Councillor Vernon Hermer, Seconded by Deputy Mayor John Inglis

Be It Resolved That Council receives for information the Minutes of a Meeting of the Committee of Adjustment/Planning Advisory Committee held October 27, 2025.

Carried

- b) **Environmental Task Force**

429-25 Moved by Deputy Mayor John Inglis, Seconded by Councillor Roy Huetl

Be It Resolved That Council receives for information the notes of the Environmental Task Force dated October 28, 2025;

And That Council accepts the resignation of Ange Defosse from the Task Force and thanks her for her contributions.

Carried

430-25 Moved by Deputy Mayor John Inglis, Seconded by Councillor Roy Huetl

Be It Resolved That Council receives for information the notes of the Environmental Task Force dated November 25, 2025;

And That Council approves the 2026 Work Plan for the Task Force;

And That Council approves filling the vacant voluntary sector member in accordance with the Procedural Policy.

Carried

- c) **Economic Development Task Force**

431-25 Moved by Councillor Roy Huetl, Seconded by Deputy Mayor John Inglis

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

Carried

- d) ***Economic Development Task Force Joint Meeting with Central Frontenac***
432-25 Moved by Deputy Mayor John Inglis, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the November 20, 2025 Notes of the Joint Economic Development Task Force (EDTF) Meeting with Central Frontenac Economic Development Committee (EDC).

Carried

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

- a) ***Deputy Mayor Roy Huetl: Amending the Township's Official Plan and Zoning By-law to Discourage Rural Cooperatives on Waterfront Properties.***

433-25 Moved by Councillor Roy Huetl, Seconded by Deputy Mayor John Inglis

Be It Resolved That Council receives the Notice of Motion from Deputy Mayor Huetl regarding amending the Township's Official Plan and Zoning By-law to discourage Rural Cooperatives on Waterfront Properties;

And That Council will consider this request at the January 16, 2026, Council Meeting.

Carried

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

None.

16. Council Portfolio Verbal Reports

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

17. Introduction and Reading of By-laws

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

434-25 Moved by Deputy Mayor John Inglis, Seconded by Councillor Roy Huetl

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

- #2025-58 To Close, Stop up and Sell a Portion of Shore Road Allowance;
- #2025-59 To Adopt Capital and Operating Budget;
- #2025-61 To Sign Agreement with Diabetes Canada;

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

Carried

18. Public Forum

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

Note: The DESFC, PWM, TSO and MCD left the meeting at this time.

19. Closed Session

a) *Closed Meeting of Council*

435-25 Moved by Councillor Roy Huetl, Seconded by Deputy Mayor John Inglis

Be It Resolved That Council retires to Closed Session at 10:41 a.m. to:

- a. Adopt Minutes of Closed Meetings held November 21, 2025; and
- b. Discuss personal matters about an identifiable individual, including municipal or local board employees, specifically attendance at Task Force meetings.

Carried

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

The Mayor advised that, during Closed Session, Council adopted Minutes of Closed Meetings held November 21, 2025; and discussed personal matters about an identifiable individual, including municipal or local board employees, specifically attendance at Task Force meetings.

436-25 Moved by Councillor Roy Huetl, Seconded by Deputy Mayor John Inglis

Be It Resolved That Council removed a member from the Economic Development Task Force due to attendance issues; and that Council instructed the Manager of Community Development to advertise the position as per the Procedural Policy.

Carried

21. Confirmatory By-law

a) *Confirming By-law #2025-62*

437-25 Moved by Deputy Mayor John Inglis, Seconded by Councillor Roy Huetl

Be It Resolved That By-law #2025-62 being a By-law to confirm all actions and proceedings of Council for its Regular Meeting held December 12, 2025, be read a first, second, and third time and finally passed.

Carried

22. Adjournment

a) *Adjournment of Meeting*

438-25 Moved by Councillor Roy Huetl, Seconded by Deputy Mayor John Inglis

Be It Resolved That Council adjourns the Meeting at 11:09 a.m. until January 16, 2026, or at the call of the Chair.

Carried

Mayor

Clerk



Public Council Minutes

9:00 AM - Friday, December 12, 2025
Council Chambers

- Present:** Mayor Gerry Lichty; Deputy Mayor Roy Huetl; Councillor John Inglis; Councillor Wayne Good; Councillor Vernon Hermer; and Councillor Fred Fowler
- Absent with Regret:** Councillor Stephanie Regent
- Also Present:** Corey Klatt, Chief Administrative Officer, Dipl. M.A.; Tara Mieske, Dipl. M.A., M.M. Clerk/Planning Manager; Darwyn Sproule, P. Eng., Public Works Manager; Brooke Ross, Dipl. M.A., Manager of Community Development; Kelly Watkins, Dipl. M.A., M.M., Treasurer; McKenzie Millar, Technical Services Officer; Brooke Drechsler, Deputy Clerk/Assistant to the Planning Manager, Dipl. M.A.; and Jennie Kapusta, Community Planner, County of Frontenac.

1. Call to Order and Purpose of Meeting

The Mayor called the meeting to order at 9:00 a.m. He advised the purpose of the Public Meeting is to consider a Zoning By-law Amendment for the construction of a Single family Dwelling within the setback from the high water mark of a waterbody and located on a property within the influence area of a Waste Site.

2. Approval of Agenda

a) *Approval of Agenda*

407-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That Council approves the Agenda for the Public Meeting regarding a Zoning By-law Amendment dated December 12, 2025, as circulated.

Carried

3. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

4. Zoning By-law Amendment Application

a) *File #Z04/25 - Part of Lot 19, South West Range, Geographic Township of Clarendon (1230D Austris Road)*

Spencer Leptick and Julie Leptick, applicants, attended the meeting electronically.

Jennie Kapusta, Community Planner with the County of Frontenac, provided an overview of the Zoning By-law Amendment application to rezone the subject property from Residential Waterfront (RW) to Residential Waterfront Exception Zone (RW-X) with a Holding symbol.

Kapusta advised the purpose of the application is to permit the construction of a residential dwelling within the 500 metre influence area of a waste management facility. The proposed dwelling will be located approximately 120 metres from the existing edge of the fill area and approximately 90 metres from the rear lot line of the subject property. This rear lot line is also the lot line of the abutting waste management facility. The waste management facility is a temporarily closed Township owned waste management facility, known as the Ardoch Waste Disposal Site. Kapusta noted a Landfill Impact Assessment and peer review of the assessment was required as part of the complete application package.

Kapusta advised the proposed development was initially submitted as a minor variance application to permit a reduction in the required 30 metre waterbody setback from the high-water mark of Malcolm Lake for the construction of a dwelling. She advised that during the initial review of the proposal it was determined that the subject property shared its rear lot line with the temporarily closed Ardoch Waste Disposal Site (WDS); and that the subject property was within the 500 metre influence area as set out in the Zoning By-law. She noted the applicants were advised a Landfill Impact Assessment would be required before any application could be considered, as per the provisions in the Zoning By-law.

Kapusta advised that, based on the proximity of the dwelling to the WDS and that the WDS may be re opened in the future, a Zoning By-law Amendment would be required to permit the reduced setback to the WDS. She advised the applicants would also be required to enter into a Site Plan Control Agreement, if the amendment is approved, to identify that the building site is within influence area of the WDS; set out the building envelope of the dwelling; and ensure appropriate mitigation measures are in place. Kapusta noted Site Plan Control is not usually implemented on residential properties; however the applicants are agreeable to entering into the Agreement to ensure the required standards for development are respected.

Kapusta advised the Zoning By-law Amendment includes a Holding Symbol to ensure the recommendations included in the Landfill Impact Assessment completed by Egis and the peer review by Cambium are implemented, including the installation of the required well monitoring due to the flow of water from the WDS.

Kapusta recommended approval of the Zoning By-law Amendment application, including the implementation of the Holding; subject to the conditions included in the Planning Report.

Councillor Fowler advised he is concerned that the proposed setbacks to the lake and the

waste site are not enough. He asked about the potential impacts of the proposed development. Kapusta advised the provided assessment was done in compliance with the Provincial D series guidelines. She advised the assessment set out the proposed setback of 90 metres from the rear lot line. She noted the owner intends to draw water from the lake; however mitigation measures will be in place for well monitoring in the event a well is installed.

Councillor Inglis asked if the site plan will allow for the installation of a septic system. Kapusta advised there appears to be a suitable area outside of the required 30 metre setback from the high water mark of Malcolm Lake for a sewage system. She noted a septic system would not have a negative impact on a WDS.

Deputy Mayor Huetl asked if there is an existing dwelling on site. Kapusta advised the property has a trailer and a sleep cabin. Deputy Mayor Huetl noted the proposed dwelling does not meet the required 30 metre setback from the high water mark, as the applicants are proposing a 60 foot setback. Kapusta advised the initial application was for a reduced setback from the high water mark; however the proximity of the waste site required the request to include the construction of a dwelling within the 500 metre influence area. She advised the topography of the property (i.e. steep slopes) and the influence area of the waste site reduces the availability of a building envelope. She noted Mississippi Valley Conservation Authority reviewed the application and had no objections to the reduced setback.

Councillor Good asked about the potential impact if a well was installed on the property. Kapusta advised the Landfill Impact Assessment addressed the potential installation of a well. She advised the Site Plan agreement will include additional requirements such as increased well depth and casing depth to tap into the aquifer. She advised a condition to install an additional monitoring well could be included.

Councillor Hermer asked if the Site Plan agreement stays with the property if it is sold in the future. Kapusta advised the Site Plan agreement is registered on title and stays with the property regardless of the owner.

Mayor Lichty advised he is not supportive of the proposed set back from the high water mark and the reduced setback from the waste site. He advised the Township will have issues when the waste site reopens because it is within the required setback. He advised he is not in favour of the proposed amendment.

Councillor Inglis advised he is not concerned with any future issues due to the proximity of the proposed dwelling to the waste site, as the request from the property owner is well documented.

Kapusta advised the influence area from the waste site is 500 metres. Development within the influence area requires further assessment. She noted the minimum setback for development from the boundary of an active fill area is 30 metres. She advised the

setback of 90 metres was set out in the assessment provided by Egis, which also spoke to water monitoring both over land and under land; and addressed odour, dust, noise, etc.. She noted there is always a chance of negative impacts on development, however the property owner is aware of the location of the waste site and the potential for the site to reopen. She noted the reduced setback from the water is required due to the topography of land and the required setback from the rear lot line.

Spencer Leptick, applicant, advised they purchased the subject property in 2004 when the required setback from the high water mark was 65 feet. He noted they assumed development would be grandfathered and they would be permitted to build at that setback. He noted that the provisions in the Zoning By-law changed before they obtained a building permit. He noted a Slope Stability Assessment must be completed, due to the steep slopes on the property. He noted a monitoring well will be installed; however the monitoring of water is already being done by the Township. He advised they are asking for a reduced setback from the water as the topography does not allow the building envelope to be moved further back.

Julie Leptick noted they have been on the lake for 21 years. She advised they understand the requirements have changed; but they would like to have a more usable space.

Deputy Mayor Huetl asked about the required setback in 2004. Mieske advised the prior Zoning By-law permitted a setback of 20 metres from the high water mark.

408-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That Council receives for information the Planning Report prepared by Jennie Kapusta, Community Planner, regarding Zoning By-law Amendment Application File #Z04/25 to rezone a property located at 1230D Austris Road from Residential Waterfront to Residential Waterfront Exception 7 with a Holding Symbol;
And That Council will consider a By-law at the Regular Council meeting later today.
Carried

5. Public Comments

There were no comments from members of the public.

6. Adjournment

a) *Adjournment of the Meeting*

409-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That Council adjourns the Public Meeting at 9:27 a.m.
Carried

Mayor

Clerk

To: Mayor and Members of Council
From: Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M.
Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M.
Approved by: Corey Klatt, Chief Administrative Officer
Date of Meeting: 16 Jan 2026
Re: Communications of Interest

Recommendation:

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

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

1. Southeast Public Health re: KFLA 2025 Cost of Eating Healthy Report
2. Manager of Community Development re: Grant Application - 2025-26 Enhancing Access to Spaces for Everyone
3. Municipality of Magnetawan re: Request for Support - Site Readiness Funding
4. ALTO re: Governmental Announcement on Alto, the High-Speed Rail Network
5. Eastern Ontario Wardens Caucus re: Newsletter: December 2025
6. Township of Nairn and Hyman re: Request for Support - Steel and Lumber Sectors
7. MVCA re: Conservation Authority Amalgamation - ERO Submission
8. Quinte Conservation re: Conservation Authority Amalgamation - ERO Submission
9. Alto re: High-Speed Rail Information and Public Engagement
10. Ombudsman Ontario re: December Newsletter
11. City of Brantford re: Request for Support - Call for Reform and Publication - Ontario Sex Offender Registry
12. Town of Cobourg re: Request for Support - Elbows Up for Climate Action
13. Manager of Community Development re: EV Charger Monthly Reports - December 2025
14. MVCA re: Board Summary Report dated December 8, 2025
15. Town of Prescott re: Request for Support - Robust Recycling Program

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

1. Township of South Frontenac re: Request for Support - Defend Local Autonomy

Motion to Defend Local Autonomy

Subject: A Pattern of Erosion—Response to Provincial Mandates on Strong Mayors, Conservation Authorities, and Bill 60

Speaker: Councillor Adam Turcotte

Your Worship,

My purpose this evening is not merely to discuss isolated policy details, but to address a growing, systemic concern that strikes at the fundamental integrity of local governance.

We are witnessing a clear pattern emerging from the Provincial government: a relentless drive for centralized speed over local wisdom and deliberative order.

This Council, and the residents we serve, must recognize that these measures—the Strong Mayor model, the Conservation Authority amalgamations, and the planning changes within Bill 60—are not distinct proposals.

They are three prongs of a coordinated strategy designed to diminish municipal independence and, by extension, erode local democracy.

First, the Attack on Deliberation: The Strong Mayor Model

The power to govern should flow from the consensus of the Council; the voice of the electorate filtered through thoughtful, collective debate.

The Strong Mayor model shatters this principle. It is a dictate that says the will of a single executive, supported by a mere minority of elected members, can supersede the majority.

This is not leadership; it is compulsion. It reduces our Council's essential function to a formality, replacing legitimacy born of consent with by-laws enforced by decree.

We must object to the notion that the quickest decision is inherently the best, especially when it undermines the democratic mandate we all share.

Second, the Attack on Local Knowledge:

The proposal to consolidate 36 local Conservation Authorities into seven super-regions is an attack on the expert knowledge of the particular.

It treats our unique topography—every stream, every wetland, every parcel of vulnerable land in South Frontenac—as an abstract, interchangeable commodity.

The experts who know our watersheds intimately, who understand the singular risks of our environment, are being replaced by a bureaucratic formula managed from afar.

This pursuit of systemic uniformity over ground-level prudence is a recipe for environmental error and future calamity.

We cannot allow generalized efficiency to overrule the specific, protective knowledge required to keep our communities safe.

Third, the Attack on Our Right to Plan:

Bill 60, the Fighting Delays, Building Faster Act, consolidates planning authority by stripping away our ability to enforce locally determined zoning and standards.

Through the expansion of Ministerial Zoning Orders and "as-of-right" variances, the Province is asserting the right to unilaterally dictate development in our community.

This bypasses our Official Plan and our democratic planning processes, effectively turning this Council's careful, long-term vision into optional reading material.

It confirms that the pattern is not an accident—it is a clear preference for the fast-tracked, centralized development agenda over the health, safety, and locally controlled growth of our township.

Your Worship, I believe the Pattern is Clear.

These three measures—Strong Mayor rule, Conservation Authority centralization, and Bill 60's planning overreach—demonstrate a profound distrust of local government and a disregard for the order achieved through consensus and detailed, local expertise.

We are elected not as rubber stamps, but as stewards of this place and protectors of our citizens' democratic voice.

If we fail to resist this systematic erosion now, we will find that our agency has been quietly liquidated.



Memo: Resolution regarding Defending Local Autonomy

At the Township of South Frontenac Council meeting held on December 9, 2025, the following resolution was approved:

Resolution Number: 2025-23-08

Moved by Councillor Turcotte

Seconded by Councillor Ruttan

That Council direct staff to prepare and submit a formal letter of objection to the Premier of Ontario and the Minister of Municipal Affairs and Housing, expressing our profound concern that the "Strong Mayor" model, the proposed consolidation of Conservation Authorities, and the municipal planning implications of Bill 60, the Fighting Delays, Building Faster Act, represent a systematic erosion of municipal democratic agency and local environmental oversight, and further, that this letter be shared with the Association of Municipalities of Ontario (AMO), our local Conservation Authorities and all neighbouring municipalities.

Please find enclosed a letter which outlines the concerns referenced in the above resolution.

Should you require further information please do not hesitate to contact me.

Heather Woodland,

Deputy Clerk

Township of South Frontenac

p: 613-376-3027

e: hwoodland@southfrontenac.net

a: 4432 George St., Box 100, Sydenham, ON

www.southfrontenac.net



Cc: Association of Municipalities of Ontario (AMO), Cataraqui Region Conservation Authority, Rideau Valley Conservation Authority, Quinte Conservation, T. Mieske, C. Macmunn, V. Latimer

/encl.

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: 16 Jan 2026
Re: Shore Road Allowance and By-Law - Strong

Recommendation:

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

And That, as required by By-law #2025-04:

- **All That Part** of the Shore Road Allowance lying in front of Lot 286, Registered Plan 1044, geographic Township of Barrie, being Part 1 on Registered Plan 13R-12429 (Kashwakamak Lake);

be declared as surplus and sold to the adjoining owners. Appraisals of the properties are not necessary as these are Shore Road Allowances;

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

Background:

An Application was submitted by Natalie Strong to purchase the Shore Road Allowance along the shore of Kashwakamak Lake, in front of Lot 286, Registered Plan 1044, geographic Township of Barrie, being Part 1 on Registered Plan 13R-12429 (see below map and survey). Council passed Resolution #328-25 on October 10, 2025 approving in principal the above noted Shore Road Allowance. Notice was provided in accordance with Sale and Disposition of Land Policy (By-law #2025-04).

Comments:

None.

Financial Impact:

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

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

Strategic Implications:

None.



To: Mayor and Members of Council
From: Brooke Ross, Manager of Community Development, Dipl.M.A.
Approved by: Corey Klatt, Chief Administrative Officer
Date of Meeting: 16 Jan 2026
Re: Rental Agreement with the First Resource Management Group Inc. (Mazinaw-Lanark Forest Inc.) for Rental of Office Space at the Barrie Community Hall

Recommendation:

Be It Resolved That Council receives for information the Manager of Community Development's Administrative Report entitled "Rental Agreement with the First Resource Management Group Inc. (Mazinaw-Lanark Forest Inc.) for Rental of Office Space at the Barrie Community Hall";
And That Council will consider a By-law later in the meeting to authorize the Mayor and Clerk to sign the Agreement with the First Resource Management Group Inc.

Background:

The Township of North Frontenac has rented office space to Mazinaw-Lanark Forest Inc. (MLF) at the Barrie Community Hall in Cloyne, for several years. The latest Rental Agreement between the Township and MLF expired on December 31, 2025.

The MLF has advised that staff and facilities are currently under a management contract with a company name First Resource Management Group Inc. (FRMG). The management contract is for 5 years to March 31, 2026. They will be identified as the lessor for the office space.

Researched By:

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

Comments:

The MLF have been excellent tenants. This Agreement is very beneficial for the Township as it provides consistent revenues to the Township and MLF staff are on site keeping an eye on things at the facility. Currently the fee to rent the office space at the Barrie Community Hall is \$907.96 per month, plus H.S.T.

It is recommended the Township continues to rent the office space to Mazinaw-Lanark Forest Inc. (now FRMG).

Financial Impact:

The Township will receive \$907.96 plus H.S.T. per month in revenues from the FRMG. The fees will increase by 3% annually January 1st of each year for the term of this Agreement.

Strategic Implications:

N/A

Attachments:

[2026-01-16 - Rental Agreement with First Resource Management Group \(Mazinaw-Lanark Forest Inc.\) for](#)

This Rental Agreement made this 16th day of January, 2026

Between:

The Corporation of the Township
of North Frontenac

(The "Lessor")

-and-

First Resource Management Group Inc.

(The "Lessee")

Now Therefore Witnesseth that in consideration of the mutual covenants and agreements contained herein and other good and valuable consideration, the parties agree with each other as follows:

1. Premises

The premises is the space known as the office premises of the former Township of Barrie and located in the Barrie Community Hall, 14225 Highway 41, Cloyne, Ontario.

2. Term of Rental Agreement

This Rental Agreement is effective December 31, 2025 to December 31, 2026 with the option of cancellation by the lessee with two months' notice without penalty or further rent payments. The parties may, by mutual agreement, extend this Agreement in one (1) year increments for up to three (3) years (December 31, 2029) and shall be subject to the terms and conditions of this Agreement.

A new agreement shall be prepared and executed upon the expiration of this agreement if both parties mutually agree to continue this arrangement.

3. Monthly Rent

The monthly rent payment shall be \$907.97 per month plus H.S.T. for a total payable of \$1,026.00 on the first day of each month (**for 2026**). Monthly rent will increase by 3% annually January 1st of each year for the term of this Agreement.

4. Deposit

The deposit in the amount of \$600.00 paid prior to occupation of the premises (July 1st, 1998) fulfills this condition.

5. Responsibilities of the Lessor

The Corporation of the Township of North Frontenac is responsible for:

- i) All energy costs and maintenance of lighting fixtures (Note: light bulbs excluded) and heating.
- ii) Snow plowing of parking lot.
- iii) Limited custodial services (vacuuming carpets once per month, cleaning of windows inside every three months and outside twice per year).
- iv) All required repairs to the building.

6. Responsibilities of the Lessee

First Resource Management Group Inc. (FRMG) is responsible for:

- i) Security of rental facilities.
- ii) Use of carpet protectors under desks.
- iii) Proper hangers for wall attachments.
- iv) The Tenant shall, at their expense obtain and keep in force during the term of the Rental Agreement, Commercial General Liability Insurance satisfactory to the Landlord and underwritten by an insurer licensed to conduct business in the Province of Ontario. The policy shall provide coverage for Bodily injury, Property Damage and Personal injury and shall include but not be limited to:

- a. A limit of liability of not less than \$2,000,000/occurrence with an aggregate of not less than \$5,000,000.
- b. Add the Landlord as an additional insured with respect to the operations of the Named insured.
- c. The policy shall contain a provision for cross liability and severability of interest in respect of the Named insured.
- d. Non-owned automobile coverage with a limit not less than \$2,000,000 and shall include contractual non-owned coverage (SEF 96).
- e. Products and completed operations coverage.
- f. Broad Form Property Damage
- g. Contractual Liability
- h. Owners and Contractors Protective
- i. The policy shall provide 30 days prior notice of cancellation.
- v) A Certificate of Insurance shall be provided annually to the Manager of Community Development.
- vi) Snow removal from office steps and landing.

7. Other Considerations

- i) Washroom facilities are located in the hall.
- ii) Lessee may use the kitchen facilities and hall space if it is not being used by other persons renting or using the hall.
- iii) Requests for major repairs will be reviewed by both parties and subject to Council approval.
- iv) Leasehold improvements and/or modifications will be subject to approval by the lessor. Arrangements concerning expenses incurred for same will be mutually agreed upon by the lessor and lessee.
- v) The lessor's representatives are permitted access to the municipal vault during the lessee's hours of operation and after telephone arrangements have been made.

The parties hereto have set their hands and seals to this Agreement as at the date first set out above.

Signed, Sealed and Delivered

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

Mayor

Clerk

First Resource Management Group Inc.
176 Lakeshore Dr., Suite #4
North Bay, ON P1A 2A8

Signed by:


Name: Tammy Cameron
Title: Controller

I have authority to bind the Corporation

To: Mayor and Members of Council
From: Brooke Ross, Manager of Community Development, Dipl.M.A.
Approved by: Corey Klatt, Chief Administrative Officer
Date of Meeting: 16 Jan 2026
Re: Draft Rink Board Advertising Policy

Recommendation:

Be It Resolved That Council receives for information the Manager of Community Development's Administrative Report entitled "Draft Rink Board Advertising Policy";
And That Council approves the Rink Board Advertising Policy;
And That Council will consider a By-law later in the meeting to adopt the Policy;
And That funds from this initiative will be placed in the Recreation Sustainability TCA Reserve Fund for future initiatives.

Background:

Council passed Resolution #224-25 on July 10, 2025:

Be It Resolved That Council receives for information the Manager of Community Development's Administrative Report entitled "Donations/Sponsorships for Plevna Rink Project";
And That Council approves the Manager of Community Development developing a Plevna Rink Boards Advertising Program and other fundraising initiatives with Community Groups (i.e. potential community dinner) and/or Businesses (i.e. potential donation of labour/works);
And That Council approves the Treasurer to establish a new Plevna Rink Project Reserve to be in place during the project and closed once the project is complete. **Carried**

Researched By:

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

Comments:

The Draft Rink Board Advertising Policy is attached for Councils consideration.

Financial Impact:

There are no costs to the Township for this Policy (other than staff time); however, sponsorship/advertising revenue will be received and put towards the cost of the Plevna Rink Project and any additional funds generated will be towards future improvements/replacement.

Sponsorship/advertising Fee will cover the cost of the advertising (creating artwork and placing on rink boards), plus contribute towards the rink project and future upgrades.

Strategic Implications:

The Townships Strategic mission is "empowering our community, protecting our environment" and vision "committed to our community's well-being by delivering efficient, sustainable, and inclusive

services that enrich lives while protecting the environment". The strategic priority "Vibrant and Inclusive Community" has a strategic action "promote a healthy lifestyle" which includes outcomes as: increased community engagement, increased 4-season tourism/recreational opportunities and continued provision of safe, efficient and enhanced recreational facilities, trails and parks.

Attachments:

[Rink Board Advertisement - Policy ACC](#)



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Plevna Rink Board Advertisement Sponsorship Policy

1. Purpose

The purpose of this Policy is to establish uniform guidelines and procedures for the administration, acceptance, installation, management, and termination of rink board advertising sponsorships at the Plevna Outdoor Rink located at 6598 Buckshot Lake Road, Plevna, Ontario.

This Policy ensures fairness, transparency, accountability, and consistency in the Township's sponsorship arrangements.

2. Scope

This Policy applies to all individuals, businesses, and organizations ("Sponsors") wishing to purchase advertising space on the rink boards at the Plevna Rink, as well as to Township staff responsible for the administration of sponsorship agreements.

Money raised by sponsorships will go back into future improvements/upgrades to the Plevna Rink.

3. Policy Statement

The Township supports sponsorship opportunities that:

- Contribute financially to municipal recreation facilities;
- Align with community values and municipal objectives;
- Promote positive, responsible, and respectful advertising.

All rink board advertising sponsorships must comply with the conditions and procedures outlined in this Policy.

4. Sponsorship Term

4.1 The sponsorship term is **one (1) year May 1st – April 31st**



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4.2 If the Sponsor does not wish to renew after one (1) year, the rink board advertisement will be removed by Township Staff.

5. Sponsorship Fee and Rights

5.1 The rink board sponsorship fee(s) are as follows:

48”w x 34”h = \$650 year one, and annual renewal (May 1st annually) (if chosen by the sponsor) at a cost of \$400.

96”w x 34”h = \$1,000 year one, and annual renewal (May 1st annually) (if chosen by the sponsor) at a cost of \$600.

5.2 By May 1st and upon receipt of full payment the Township will arrange for installation of the Sponsor’s logo/message on a rink board by a third-party contractor.

5.3 If an advertisement becomes damaged, the Township will replace the Advertisement at no cost to the Sponsor. Damages will be determined by Township staff and will be based on Section 5.4.

5.4 The Township reserves the right to determine, at its sole discretion, whether a rink board advertisement has been damaged to the extent that it must be removed. Damage may include, but is not limited to, tearing, warping, fading, peeling, vandalism, or any condition that impacts safety, readability, or the overall appearance of the facility. Municipal staff decisions regarding removal shall be final.

5.5 If a Sponsor wishes to replace their logo, change their messaging, etc. they will be required to re-enter into a new agreement at the full cost, and then may choose to renew in subsequent years at the discounted annual renewal rate.

5.6 Sponsors must provide their logo and/or message in a suitable electronic format when requested.

5.7 By providing a logo or message, Sponsors consent to its use in promotional materials related to the Plevna Rink.

5.8 The Township reserves the right to reject any logo, message, or advertising content that it determines is not in the Township’s best interests or does not align with municipal standards and community values, in accordance with section 5.9.



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5.9 The Township may deem a logo, message, or advertisement inappropriate if it includes, promotes, or is associated with any of the following:

5.9.1. Offensive or Discriminatory Content

- Hate speech or symbols targeting protected groups
- Racist, sexist, homophobic, transphobic, or otherwise discriminatory imagery or language
- Symbols commonly associated with hate or extremist groups

5.9.2. Political or Partisan Messaging

- Endorsements of political parties, candidates, or elected officials
- Advocacy for or against legislation, referendums, or political causes
- Campaign slogans or politically charged imagery

5.9.3. Sexually Explicit or Suggestive Content

- Nudity or sexual imagery
- Sexually suggestive language, symbols, or innuendo
- Content inappropriate for children or family-friendly public spaces

5.9.4. Profanity or Vulgar Language

- Swearing, obscene phrases, or crude imagery
- Content that could reasonably be considered offensive to the general public

5.9.5. Promotion of Illegal, Harmful, or Unsafe Activities

- Drugs, illegal substances, or drug paraphernalia
- Excessive alcohol consumption or gambling
- Violence, weapons, or criminal activity
- Messaging that promotes unsafe behaviour

5.9.6. Religious Messaging or Proselytizing

- Logos or messages promoting specific religious beliefs or practices



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- Content that could be perceived as religious advocacy or exclusionary

5.9.7. Content That Conflicts with Municipal Values or Services

- Messaging that contradicts public safety, inclusivity, accessibility, or equity goals
- Content that undermines trust in public institutions or municipal operations
- Logos or messages that could bring the Township into disrepute

5.9.8. Misleading or False Advertising

- False claims about services, affiliations, or endorsements
- Use of Township logos, crests, or branding without authorization
- Implying Township endorsement where none exists

5.9.9. Poor Taste or Reputational Risk

- Content that is sensational, inflammatory, or divisive
- Imagery or messaging that could reasonably offend community members
- Content inconsistent with a professional municipal environment

6. Capacity and Autonomy

6.1 Sponsorships do **not** constitute a partnership, joint venture, or business relationship between the Township and the Sponsor beyond the advertising arrangement.

7. Termination of Sponsorship

7.1 Sponsorship agreements may be terminated under the following conditions:

a) **By the Township** – with fourteen (14) days’ written notice to the Sponsor. No refund will be issued if the decal is purchased or installed. If the decal has not been purchased or installed, the Township will issue a full refund.

b) **By the Sponsor** – with fourteen (14) days’ written notice *to the Township*. No refund will be issued if the decal is purchased or installed. If the decal has not been purchased or installed, the Township will issue a full refund.



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c) **Automatic Termination** – if the Sponsor declares bankruptcy, ceases operations, or no longer conducts business. No refund will be issued.

d) **Immediate Termination** – for acts of wilful negligence by the Sponsor resulting in injury, damage, or reputational harm to the Township. No refund will be issued.

7.2 Failure by the Township to act on a previous default does not constitute a waiver of its termination rights.

8. Dispute Resolution

8.1 Disputes arising from sponsorship agreements that cannot be resolved through negotiation shall be submitted to arbitration under the **Arbitration Act, 1991**.

8.2 The arbitrator's decision will be final and binding. Arbitrators shall not amend or alter agreement terms.

8.3 Each party will bear its own costs and share the arbitrator's costs equally.

9. Legislative Authority

9.1 This Policy and all related agreements are governed by the laws of the Province of Ontario.

9.2 The Township is subject to the **Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)**. All parties must comply with applicable privacy legislation.

10. Amendments

10.1 No sponsorship terms may be amended except by a written agreement signed by the Sponsor and the Manager of Community Development (or designate).

11. Assignments

11.1 Neither the Township nor the Sponsor may assign or transfer a sponsorship agreement without written consent from the other party.



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11.2 Sponsorship agreements bind each party and their successors, assigns, and legal representatives.

12. Indemnification

12.1 Sponsors shall indemnify and hold harmless the Township, its elected officials, employees, officers, and agents from all claims, damages, losses, liabilities, or expenses arising from:

- a) breach of the agreement by the Sponsor;
 - b) injury, illness, death, or property damage related to the Sponsor's activities;
 - c) acts or omissions (including negligence or malfeasance) of the Sponsor or its representatives;
 - d) breach of intellectual property rights relating to the Sponsor's logo/message.
-

13. Notices

13.1 All formal notices must be provided in writing and may be delivered:

- In person;
- By email (effective upon confirmation of transmission); or
- By prepaid first-class mail (effective seven (7) days after mailing).

13.2 Notices shall be delivered to:

Township of North Frontenac

Manager of Community Development
6648 Road 506
Plevna, ON K0H 2M0
Email: recreation@northfrontenac.ca

Sponsor

As listed in the Sponsorship Agreement.

14. Severability



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14.1 If any provision of a sponsorship agreement is found invalid or unenforceable, the remaining provisions shall continue in full force and effect.

15. Time of the Essence

15.1 Time is of the essence in all sponsorship obligations.

16. Acknowledgement

16.1 Sponsors must acknowledge that they have read, understood, and agreed to be bound by the Plevna Rink Board Advertising Sponsorship Agreement.

17. Administration

17.1 The Manager of Community Development (MCD) is responsible for administering this Policy, entering into agreements, maintaining records, and ensuring compliance.

18. Effective Date

This Policy comes into effect upon approval by Council.



To: Mayor and Members of Council
From: Brooke Ross, Manager of Community Development, Dipl.M.A.
Approved by: Corey Klatt, Chief Administrative Officer
Date of Meeting: 16 Jan 2026
Re: 2026-2029 Helipad Agreement with Ornge for Plevna and Ompah Helipads

Recommendation:

Be It Resolved That Council receives for information the Manager of Community Development's Administrative Report entitled "2026-2029 Helipad Agreement with Ornge for Plevna and Ompah Helipads";

And That Council authorizes the Manager of Community Development to sign the 2026-2029 Helipad Agreements with Ornge for Plevna and Ompah Helipads.

Background:

The Township enters into an Agreement with Ornge for both the Plevna and Ompah Helipads which sets out the terms and conditions of the use, operation and maintenance of the Helipad, Surrounding Area and Easements.

Researched By:

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

Comments:

The Township owns and maintains two helipads (Plevna and Ompah) and has an Agreement with Ornge for use, operation and maintenance of the helipads for Ornge, along with its subsidiaries and affiliates to provide ambulance services to the people of Ontario, under their Agreement with the Ministry of Health and Long-Term Care, using helicopters and land ambulances.

The current Agreement has expired and a new Agreement will commence on January 16, 2026 - January 16, 2029, once signed.

Financial Impact:

After Ornge's annual inspection of the helipads, Ornge provides the Township with \$5,000 for each helipad annually to assist with maintenance and repairs at the helipads.

Strategic Implications:

Continue to invest in Municipal Infrastructure

To: Mayor and Members of Council
From: Brooke Ross, Manager of Community Development, Dipl.M.A.
Approved by: Corey Klatt, Chief Administrative Officer
Date of Meeting: 16 Jan 2026
Re: Community Improvement Plan (CIP) - 2025 Annual Report

Recommendation:

Be It Resolved That Council receives for information the Manager of Community Development's Administrative Report entitled "Community Improvement Plan (CIP) - 2025 Annual Report".

Background:

Authorized under the *Municipal Act, 2001, S.O. 2001, c. 25*, a Community Improvement Plan (CIP) permits a municipality to provide economic incentives in the form of financial assistance to property owners in defined areas to overcome shortfalls and barriers for improvement. Common across Ontario, CIPs are an effective option for encouraging change and improvement using a focused approach that supports partnerships between private sector property owners and the municipality.

First established in 2016, this application-based funding plan provides funding to local businesses for projects which support these three (3) identified municipal goals:

- To enhance the appearance of the community and promote the awareness of businesses;
- To promote commercial vitality to support and sustain the local economy;
- To increase the level of social equity and public communication.

Key Plan Details

- There are four (4) categories of project activities eligible for funding; Façade Improvement, Accessibility Enhancements, Commercial Space Funding and Municipal Fees Grant Program.
- The maximum amount an approved project can be funded is \$7,000 with the following breakdown:
 - Maximum of \$5,000 or 2/3rds of the eligible project costs for activities in one (1) or more categories (whichever is lesser).
 - Maximum of \$2,000 or 2/3rds of eligible project costs for municipal and/or professional fees (whichever is lesser).
- Two (2) projects can be funded per property roll number (projects funded prior to the plan update in 2021 are not counted).
- One (1) project per property roll number can be approved in a calendar year.
- For a project to be approved, the property owner must be in good standing with regards to property taxes and municipal fees.

Researched By:

Comments:

The Township's CIP remains a valuable and popular tool for North Frontenac's businesses and a key component in the municipal economic development strategy. Significant interest in future projects has been expressed by the Township's business community should funding continue to be available.

2025

The Township received six (6) applications, three (3) of which were approved. \$10,000 was paid to applicants for completed projects with \$5,000 currently allocated for a project in-progress.

Project Activities

Façade Improvement - one (1)

- Landscaping and Seating Area (Resort)

Commercial Space - two (2)

- Creation of New Workshop/Studio (Retailer)
- Resort Communal Upgrades (Resort)

Overall

Since 2016, the Township has received forty seven (47) applications to the Plan, thirty six (36) of which were approved. \$122,045.35 has been paid to applicants for completed projects with \$5,000 allocated to projects currently in-progress.

Financial Impact:

In 2025, Council approved \$15,000 for the CIP contribution.

For 2026, during budget deliberations Council approved \$15,000 for the CIP contribution. Currently, we are working on potential amendments to the Program for Council's consideration; therefore, the program will not open for Applications until Council has considered and approved potential amendments.

Strategic Implications:

Economic Prosperity > Enhance and support the local economy > Enhancement of the Community Improvement Plan

To: Mayor and Members of Council
From: Kelly Watkins, Treasurer, Dipl. M.A., M.M,
Approved by: Corey Klatt, Chief Administrative Officer
Date of Meeting: 16 Jan 2026
Re: 2026 Insurance Renewal

Recommendation:

Be It Resolved That Council receives for information the Treasurer's Administrative Report entitled "2026 Insurance Renewal";

And That Council instructs the Treasurer to provide Council with an update on a potential Joint Request For Proposal prior to the 2027 Insurance renewal.

Background:

In 2021, the Municipality went out to Tender for Insurance Services which was approved by Resolution #545-21; "Be It Resolved That Council receives for information the Treasurer's Administrative Report entitled "Insurance Renewal 2022-2024"; And That Council instructs the Treasurer to renew with Intact Insurance for 2022 to 2024 with the option of a one year extension; And That Council instructs the Treasurer to continue working with McDougall Insurance as our Broker."

Researched By:

Kelly Watkins, Dipl.M.A., M.M., Treasurer

Comments:

The original Agreement for Insurance was for 2022 to 2024 with the option of a one year extension for 2025. Our Broker advised the market is getting better for Municipal Insurance but it is still a hard market and there would not be benefits to going to market for 2026. Therefore, we worked with them to complete the 2026 renewal.

As well, the previous 2 Tenders have been completed as a joint initiative across the Frontenacs. Therefore, the Treasurers within the County of Frontenac will discuss early this year about going to Tender for Insurance for the 2027 renewal. The last 2 Tenders have been completed as a joint initiative with the assistance of a Consultant and the cost of the Consultant divided amongst the 5 participating Townships/County. It was deemed at the time a good value to have a Consultant assist with the Tender process as looking for Insurance is a complex process. The reason for joint tendering was also in hopes to achieve some savings if we all choose the same Insurer.

Financial Impact:

The 2026 Renewal includes an increase of 7% (2026 Budget was calculated at 10%), with a total premium cost of \$286,535 plus applicable tax.

To: Mayor and Members of Council
From: Kelly Watkins, Treasurer, Dipl. M.A., M.M.
Approved by: Corey Klatt, Chief Administrative Officer
Date of Meeting: 16 Jan 2026
Re: Final Tax Rate By-Law and Regulation 284/09

Recommendation:

Be It Resolved That Council receives for information the Treasurer's Administrative Report entitled "Final Tax Rate By-Law and Regulation 284/09";

And That in accordance with Ontario regulation 284/09, Council recognizes and adopts expenses excluded from the 2026 approved Budget such as amortization and post retirement benefits identified in this report;

And That Council approve increasing the minimum notice amount from \$10 to \$20 for arrears notices on unpaid taxes;

And That the 2026 Final Tax Rate By-law for the Township of North Frontenac be considered later in the meeting.

Background:

The 2026 Budget has been adopted with a total levy increase of 4.78%, consisting of a 1.78% operating levy increase and a 3.0% capital levy increase. By-law 2025-59 was passed on December 12, 2025, to confirm the adoption of the 2026 Operating and Capital Budget. The budget was prepared and adopted in accordance with the guidelines set out under the Strong Mayor Powers framework.

While the Budget has been adopted, Council is still required to pass a Tax Rate By-law to establish the municipal tax rates for 2026. A draft of the Tax Rate By-law is attached and will be considered later in today's meeting.

Council is also required to acknowledge and adopt certain expenses that are not included in the approved budget, in accordance with Ontario Regulation 284/09 (O. Reg. 284/09). This regulation requires the Treasurer to provide Council with information on estimated expenses related to amortization and post-retirement benefits for Council's consideration and adoption through a report. The actual amounts for these expenses will be reflected in the 2026 audited financial statements.

Under the Municipal Act, municipalities are required to prepare and issue audited financial statements annually. These statements must be prepared in accordance with the Public Sector Accounting Handbook, as established by the Public Sector Accounting Board (PSAB).

PSAB standards require municipalities to report tangible capital assets, accumulated amortization, annual amortization expense, and post-employment benefit costs in their financial statements. PSAB

also requires that budget figures be presented on the same accounting basis as actual results in the financial statements.

Ontario Regulation 284/09 permits a municipality or local board to exclude all or a portion of the following estimated expenses from its annual budget:

1. Amortization expenses;
2. Post-employment benefit expenses; and
3. Solid waste landfill closure and post-closure expenses.

Researched By:

Kelly Watkins, Dipl.M.A., M.M., Treasurer

Comments:

The Township continues to prepare its budgets on a modified accrual basis. The annual municipal budget is a critical planning exercise that provides for both current operations and future activities and acquisitions. One of the key outcomes of the annual budget process is the establishment of the municipal tax rate, which is approved by Council.

The approved tax rate is based on annual cash requirements and, as such, does not incorporate the Public Sector Accounting Board (PSAB) accrual accounting requirements related to non-financial assets and liabilities.

Lifecycle funding requirements for non-financial infrastructure assets are instead addressed through the operating budget via transfers to reserves and debt charge payments, with the related expenditures reflected in the capital budget. This approach provides a more accurate reflection of the Township's current and long-term investment needs for both financial planning and reporting purposes. Accordingly, amortization and post-retirement benefit expenses are not included in the annual budget presented to Council.

Proposed changes to the Tax Rate By-law and timeline for mailing of Tax Bills

Tax Rate By-law - minimum balance changes

Currently, arrears notices are issued to all ratepayers with an outstanding balance exceeding \$10.00. Due to increasing postage and mailing costs, it is recommended that this threshold be increased to \$20.00. Ratepayers will continue to be subject to Penalty and Interest (P&I) on outstanding balances. At a balance of \$20.00, the applicable P&I would amount to approximately \$0.25 per month.

Based on this proposed threshold, it is estimated that approximately 50 fewer notices would be mailed per billing cycle, resulting in an estimated postage savings of \$61.50 per month, in addition to savings related to paper, printing, envelopes, and staff processing time. This change has been incorporated into the proposed Tax Rate By-law.

Timeline for mailing Tax Bills

Tax bills are issued twice annually, in March and August, and have traditionally been printed during the first week of those respective months. Per Section 343(1) of The Municipal Act, "The treasurer shall send a tax bill to every taxpayer at least 21 days before any taxes shown on the tax bill are due", a requirement the Township has consistently met.

However, due to ongoing mail delivery delays, it is proposed that tax bills be printed in mid-February and mid-July, rather than March and August. While the due dates will remain unchanged, this adjustment will allow additional time for bills to reach property owners and for payments to be returned by mail, as many ratepayers continue to use this method for payment. This change is operational in nature and does not require an amendment to the By-law.

Final [Tax Rate By-law](#) with [Schedule 'A'](#) can be found under the By-law Section of the Agenda Package.

Financial Impact:

This report ensures compliance with the requirements of O.Reg 284/09. Although amortization expenses are not an ideal method of determining the impairment of an asset, since it is used to attribute the capital cost over the life of the asset it can be one potential tool to predict the annual financial commitment required for future asset rehabilitation and then incorporated into the Financial Statements. With these numbers incorporated it aids in reflecting the financial health and flexibility of the Municipality.

The estimates under O.Reg 284/09 are as follows:

- The total current period expense to accrue for post-employment benefits in 2026 is \$78,000.
- Amortization expense of capital assets is estimated \$2.4 million for 2026.

Strategic Implications:

Sustainable Core Services



Housing Advisory Task Force Minutes

9:00 AM - Wednesday, December 10, 2025
Council Chambers

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

Absent with Regret: Steve Sunderland

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

1. Call to Order

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

2. Traditional Land Acknowledgement

3. Disclosure of Pecuniary Interest and General Nature Thereof

None.

4. Housing Advisory Task Force Notes

- a) Notes of the October 8, 2025 HATF Meeting as approved via email and were received for information at the October 31, 2025 Regular Meeting of Council.

5. Presentation

- a) PakVille - Dream Legacy Foundation

The HATF received for information the presentation from PakVille and thanked them for their time.

- b) Frontenac Municipal Services - Communal Services for Future Housing Development

The HATF received for information the presentation from Frontenac Municipal Services and thanked him for his time.

6. Communications

- a) Sunderland - Kingston Veteran's Village
<https://globalnews.ca/news/10262473/kingston-veterans-village-nearly-complete-first-tenants-expected-next-week/>
<https://www.kfrotary.org/stories/homes-for-heroes>

The HATF received this for information.

- b) Melville - Abbeyfield House Society of Lakefield - Family-Style Senior's Home
<https://kawarthanow.com/2025/10/13/abbeyfield-house-society-of-lakefield-to-mark-site-plan-approval-of-its-family-style-seniors-home-in-lakefield/>

The HATF received this for information.

7. Business Arising

- a) Establish 2025-2026 Work Plan

The HATF received the draft Work Plan and recommends to Council for approval.

[2025 HATF Work Plan - DRAFT December 10, 2025](#)

- b) Definition of Affordable Housing
 - Monthly Rent
 - Housing Purchase Price

The HATF decided that they would set a base number for monthly rent and housing purchase price that they believe is "affordable" to base ideas from.

Monthly Rent = \$1,300/month

Housing Purchase Price = \$260,000

8. New Business

9. Adjournment

- a) Meeting adjourned at 11:03 a.m.

Recommendations to Council

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

And That Council approves the 2025-2026 HATF Work Plan.

Received by Council on January 16, 2025.

Mayor Gerry Lichty, Chair



Housing Advisory Task Force

2025- 2026 Work Plan

Objectives

1. Develop a working understanding of the housing market in North Frontenac
2. Develop and recommend changes to encourage the development of housing stock
3. Identify and promote a range of housing options targeted at encouraging the development of housing stock including potential partnerships and diverse investment opportunities.
4. Provide housing related information, advice, and recommendations to Council to facilitate the availability of attainable housing and promote economic growth

Initiatives

1. Gain and maintain an understanding of the current state of the housing market with a focus on the development and construction of affordable housing
2. Identify and recommend solutions to minimize and/or eliminate barriers to housing development
3. Identify and recommend solutions to increase housing density and reduce associated costs
4. Provide housing related information, advice, and recommendations to Council regarding housing in general, affordable/attainable/entry-level housing, seniors housing, rental housing, homelessness, and the precariously housed but not including social housing.



Economic Development Task Force Minutes

10:00 AM - Monday, December 15, 2025

Council Chambers

Present: Councillor John Inglis (Chair), Deputy Mayor Roy Huetl, Betty Hunter, Paul Thiel and Dan Vaillancourt

Absent with Regret:

Also Present: Brooke Ross, Dipl.M.A., Manager of Community Development (MCD); Richard Allen, Manager of Economic Development (County of Frontenac); and Lori Newman (Secretary)

1. Call to Order

The meeting was called to order by the Chair at 10:00 a.m.

2. Traditional Land Acknowledgement

3. Disclosure of Pecuniary Interest and General Nature Thereof

None.

4. Economic Development Task Force Notes

- a) Notes of the November 17 and 20, 2025 EDTF Meetings as approved via email and were received for information at the December 12, 2025 Regular Meeting of Council.

5. Business Arising

- a) Updated Terms of Reference

The EDTF reviewed the Terms of Reference to amend to reflect the current Procedural Policy and recommend sending to Council for consideration.

The EDTF discussed the possibility of a replacement member due to a current vacancy however decided to recommend continuing with the remaining members for the duration of the current Council term (2022–2026).

[2023-2026 - Terms of Reference - Updated December 15, 2025](#)

- b) Welcome Package – Bonello

No update at this time.

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

Betty Hunter volunteered to join the Business Dinner and Forum working group. Roy Heutl advised that the group will connect in January to begin planning this event.

d) Business Profiles –Thiel, Huetl

Paul Thiel completed the January 2026 Business Profile and will be working on the February Business Profile in the next few weeks. The EDTF discussed the perceived importance of this initiative and requested that the MCD retrieve the statistics from the facebook views in order to facilitate a further conversation at a future EDTF meeting. It was also agreed that the 2026 Economic Community Development Student could complete several Profiles during the summer months as the 2025 Student completed a few for the EDTF during their employment.

e) National Tradesman Day Breakfast (Sept) – MCD

The MCD reported that planning for this event won't begin until August 2026. The EDTF discussed potentially having the 2026 Breakfast event in Ward 1 since it has taken place in Ward 2 since it's inception in 2023.

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

The MCD informed the EDTF that updates from the County Planning Staff regarding the Improvement of the Township Community Improvement Plan will be brought back to the January 19, 2026 EDTF meeting. The EDTF asked the MCD to look into obtaining testimonials from previous CIP recipients in the event that increased funding will be requested in the future. The MCD advised that this information would also be beneficial to include in the Annual Report that is presented to Council.

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

Cyndy Bonello and Dan Vaillancourt advised the EDTF members that they are considering planning a workshop in June and another in November of 2026. The EDTF discussed possible themes/topics for the workshops and will complete further investigation regarding facilitators and cost projections prior to making recommendations to Council.

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

The MCD confirmed that two 2026 Tradeshows have been booked: The Quinte Sportsman Show in Belleville (March 13-15, 2026) and the Outdoor and Adventure Travel Show in Ottawa (April 25 and 26, 2026). The MCD will advise when clarification/confirmation from Central Frontenac's Economic Development Committee has been received regarding the potential of partnering and sharing costs for these tradeshows.

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

The SummerFest working group was asked to keep a detailed list of spending for the 2026 SummerFest so that Council can view the report at the 2027 Budget deliberations in the event that increased funding is requested in the future. The EDTF also discussed a potential entrance fee which would assist in offsetting the costs of this Summer Festival that continues to gain momentum each year. The working group will bring back some options to the next EDTF meeting for discussion prior to making recommendations to Council.

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

The WinterFest working group is currently organizing various vendors and activities for the February 21, 2026 Winter Festival to be held at the Clar-Mill Community Hall in Plevna. The EDTF discussed amending a section of the rules & regulations for the “North Frontenac’s Got Talent” portion of the Festival prior to advertising in the Frontenac News, the Township Website and Township Social Media.

k) Mural Project - MCD

The MCD will advertise for the 2026 Mural Project in early January to provide time during the winter months for artists to work on their murals as there has been some feedback that summer is a busier time and it becomes a challenge to complete the Murals in time for the unveiling in October. The EDTF discussed potential locations for the next round (Round 11) of the Mural Project ensuring that equal placement is considered throughout the township. The EDTF decided on the following five locations:

- Township Office - replacement
- Plevna Waste Site - replacement
- Dempsey Cemetery -new
- Mississagagon Lake Boat Launch - new
- Sand Lake Beach – addition to back of existing

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

Richard Allen, Manager of Economic Development, County Of Frontenac apologized on behalf of Jim Knapp from the Frontenac ATV Club who is unwell and unable to attend today's meeting to discuss ATV Trails (including K&P Trail) Opportunities and Promotion. Richard will invite Jim to a future EDTF meeting.

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

Richard Allen advised that the new Economic Development position will soon be filled and the County Team will have three positions as of 2026. Richard added that there will continue to be a County Representative presence throughout the Townships and will coordinate, communicate and make strong efforts to attend the EDTF meetings and look for opportunities for partnerships. Councillor John Inglis (Chair) expressed appreciation for this on behalf of the EDTF and is very encouraged to have such a valuable

relationship with the County.

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

The MCD advised that some new Township marketing materials have been ordered in anticipation of the 2026 Tradeshows and will bring samples to the next EDTF meeting.

6. New Business

- a) Budget 2026

The MCD provided the EDTF with the 2026 EDTF Budget highlights and reminded the members to submit any mileage expenses before the end of the year.

7. Adjournment

- a) Meeting adjourned at 11:24 a.m.

NOTE : The next meeting of the EDTF will take place on Monday, January 19, 2026 at 10:00 a.m. at the Municipal Council Chambers located at 6648 Road 506, Plevna. Recommendations to Council

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

And That Council approves the EDTF updated Terms of Reference;

And That Council approves of the EDTF not advertising to fill the vacant position on the EDTF at this time.

Received by Council on January 16, 2026.

Councillor John Inglis, Chair Township
of North Frontenac EDTF



Economic Development Task Force

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

Terms of Reference January 2023 – October 2026

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

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

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

Membership:

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

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

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

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

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

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

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

Economic Development Task Force (EDTF)

Terms of Reference

January 2023 – October 2026

Updated: December 18, 2023

Updated: March 18, 2024

Updated: May 27, 2024

Updated October 21, 2024

Updated January 20, 2025

Updated August 18, 2025

Update: December 1, 2025

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- Cyndy Bonello
- ~~Danielle Keese~~
- ~~Derrick Lancaster~~
- ~~Tammy Watson~~
- ~~Brandon Hartwig~~
- Betty Hunter

and the following Staff:

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

Tasks and Milestones:

1. Recommendation to Council of appointments for Public Representation. (December 16, 2022)
2. Initial Task Force meeting to discuss a Mission, Vision and Mandate for the Economic Development Task Force/Working Group and draft a Terms of Reference for Council consideration. (Meeting was at the call of the Chair and held on January 16, 2023 at 9:00 a.m. at the Township of North Frontenac Municipal Office Council Chambers, in Plevna.)
3. Annual review of these Terms of Reference and Strategic Plan by the Task Force

Time Frame and Meetings:

The Economic Development Task Force is constituted for approximately four years, commencing on November 21, 2022 and ending October 31, 2026 with the option of continuing meetings at the discretion of Council. Ongoing reports and recommendations will be provided to Council throughout the term of Council. The Task Force will meet once a month or at a frequency to be determined by the Chair, using face-to-face meetings, conference calls and/or electronic correspondence.

Procedural Matters

Open to the Public

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

Economic Development Task Force (EDTF)
 Terms of Reference
 January 2023 – October 2026
 Updated: December 18, 2023
 Updated: March 18, 2024
 Updated: May 27, 2024
 Updated October 21, 2024
 Updated January 20, 2025
 Updated August 18, 2025
 Update: December 1, 2025

Notice

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

Electronic Participation

Members may participate in Meetings electronically.

Quorum

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

Attendance

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

Expert Members and Invited Guests

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

Responsibilities of the Chair

The Chair is responsible for:

- a) Consulting with the appointed Manager(s) on items to be included in the Agenda;
- b) The preservation of good order and decorum throughout Task Force meetings so that business can be carried out efficiently and effectively;
- c) Providing leadership;

Economic Development Task Force (EDTF)

Terms of Reference

January 2023 – October 2026

Updated: December 18, 2023

Updated: March 18, 2024

Updated: May 27, 2024

Updated October 21, 2024

Updated January 20, 2025

Updated August 18, 2025

Update: December 18, 2025

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- d) Opening the Meeting by taking the Chair and calling the Members to order;
- e) Ensuring the decisions of the Task Force are in conformity with the laws and Bylaws governing the activities of the Township;
- f) Ordering any person or Member in attendance at the Meeting to cease and desist any behaviour which disrupts the order and decorum of the Meeting and to order the person or Member to vacate the Council Chamber/Meeting Room where such behaviour persists; and
- g) Never allowing anyone to publicly criticize identifiable individuals. It is the responsibility of the Chair to ensure that rules of etiquette are observed by those in attendance.

Absence of the Chair

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

Voluntary Sector Member Conduct

The Voluntary Sector Members shall:

- a) Be accountable for their accessibility and responsiveness, and to each other, as Members of a team, for participating, collaborating and doing their best to advance the joint process in good faith;
- b) Act with honesty, integrity and openness in advancing matters;
- c) Respect the individual rights, values, beliefs and personality traits of any other person, recognizing that all persons are entitled to be treated equally with dignity and respect for their personal status;
- d) refrain from making statements known to be false or with the intent to mislead the Task Force, Council or the public;
- e) Not use their position on the Task Force to benefit materially from the process or the outcomes;
- f) Not be eligible on an individual basis for contracts or other paid work commissioned by the Task Force or Council, unless the Procurement By-law requirements are met; and
- g) Respect Council and the Task Force's decision-making process even if they disagree.

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

Economic Development Task Force (EDTF)

Terms of Reference

January 2023 – October 2026

Updated: December 18, 2023

Updated: March 18, 2024

Updated: May 27, 2024

Updated October 21, 2024

Updated January 20, 2025

Updated August 18, 2025

Update: December 18, 2025

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Agenda

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

Recommendations to Council

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

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

Notes of the Task Force

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

Sub-Committees

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

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

Expenses Incurred by Task Force Members

Economic Development Task Force (EDTF)

Terms of Reference

January 2023 – October 2026

Updated: December 18, 2023

Updated: March 18, 2024

Updated: May 27, 2024

Updated October 21, 2024

Updated January 20, 2025

Updated August 18, 2025

Update: December 18, 2025

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

Indemnification of Voluntary Sector Members

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

Resignation or Removal of Members

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

Disbandment

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

Accountability:

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

Conflict of Interest Guidelines:

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

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

Economic Development Task Force (EDTF)

Terms of Reference

January 2023 – October 2026

Updated: December 18, 2023

Updated: March 18, 2024

Updated: May 27, 2024

Updated October 21, 2024

Updated January 20, 2025

Updated August 18, 2025

Update: December 19, 2025

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Accountability:

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

Conflict of Interest Guidelines:

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

~~The Voluntary Sector Members shall:~~

- ~~a. Be accountable for their accessibility and responsiveness, and to each other, as Members of a team, for participating, collaborating and doing their best to advance the joint process in good faith.~~
- ~~b. act with honesty, integrity and openness in advancing the joint process.~~
- ~~c. not use their position on the Task Force to benefit materially from the process or the outcomes.~~
- ~~d. not be eligible on an individual basis for contracts or other paid work commissioned by the Task Force or Council, unless the Procurement By-law requirements are met.~~

Time Frame and Meetings:

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

Operating Principles for Task Force Meetings:

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

Economic Development Task Force (EDTF)

Terms of Reference

January 2023 – October 2026

Updated: December 18, 2023

Updated: March 18, 2024

Updated: May 27, 2024

Updated October 21, 2024

Updated January 20, 2025

Updated August 18, 2025

Update: December 19, 2025

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~~Members may agree to a recommendation, through another process, such as voting or permitting dissenting reports.~~

~~c. Expert Members and Invited Guests~~

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

~~d. Expenses Incurred by Task Force Members~~

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

~~e. Indemnification of Voluntary Sector Members~~

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

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

Economic Development Task Force (EDTF)

Terms of Reference

January 2023 – October 2026

Updated: December 18, 2023

Updated: March 18, 2024

Updated: May 27, 2024

Updated October 21, 2024

Updated January 20, 2025

Updated August 18, 2025

Update: December 18, 2025

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Environmental Task Force Minutes

9:00 AM - Tuesday, December 23, 2025
Council Chambers

Present: Deputy Mayor Roy Huetl; Councillor Fred Fowler (Chair); Paul Asselin; Mike Ward; and Katie Surra
Absent with Regret: Councillor John Inglis; Bruce Moore; and Marlene Spruyt
Also Present: Tara Mieske, Clerk/Planning Manager

1. Call to Order

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

2. Traditional Land Acknowledgement

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

3. Disclosure of Pecuniary Interest and General Nature Thereof

None noted.

4. Environmental Task Force Notes

- a) ***Notes of the Environmental Task Force Meeting dated November 25, 2025 as approved via email and received for information at the December 12, 2025 Regular Meeting of Council.***

No comments.

5. Business Arising

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

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

Asselin advised he reached out to another company to discuss net metering and potential rebates available. To date the Task Force has discussed net metering which feeds unused power generated from the solar panels into the grid and would give the Township credit for the power provided to the grid. This system has very few rebates or grants

available.

Managing power being added to the grid by individual producers is difficult and costly for Hydro to manage because it is difficult to predict how much and when private power generators will be providing power to the grid. Therefore; in order to encourage load displacement systems Hydro is offering rebates. Load displacement systems are connected to the grid to allow power to be used from the grid when there is not enough power being generated. When the amount of power being generated exceeds the amount being used, the system automatically scales back generation to equal the amount required. The benefit of these systems to Hydro is they reduce the power needed from the grid but they don't have to manage the excess power. The rebate offered for this type of system is \$70,000 on a \$220,000 system which brings the cost of the project down to \$150,000. It was estimated the credits for transferring excess power to the grid would be approximately \$70,000 over a 25 year period. Therefore; this makes a stronger business case because the Township will see the savings at the beginning of the process.

An additional consideration would be to add a battery storage option to the system so excess power could be stored on site to be used when needed instead of using power from the grid. There may also be an opportunity for the additional power to be used to operate the EV chargers and help offset costs. This would have to be looked into in more detail to see if it possible and if so what the costs would be.

The Task Force discussed the technology and the implications of turning a system of this size off and on. There were concerns additional repairs may be required and what these repairs may cost. Asselin noted the inverters are warranted for 10-12 years and the replacement costs would be \$20,000 - \$30,000. He noted he added 1% per year into the business case for maintenance and repairs.

Asselin advised he did not request information or costing on the battery component of the system because he wanted to discuss this with the Task Force prior to proceeding. The Task Force decided to discuss next steps at the January meeting.

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

Deputy Mayor Huetl advised the Mazinaw Property Owners Association is applying for a grant to study the effects of the use of herbicides on Eurasian Milfoil. The research will look at the effects on other plants and animals. The study would take a couple of years. There are a few universities interested in this study. There are several studies on the effects of herbicides on invasive species but not specific to Eurasian Milfoil.

3. Septic Inspection Programs - Bruce Moore, Katie Surra, Roy Huetl and Fred Fowler
Nothing to report at this time.

4. Short-term Rentals - Bruce Moore, Katie Surra and John Inglis
A report will be provided to the Task Force at the January meeting.

5. Carrying Capacity of Lakes

Look at developing a sub-committee and role at a future meeting.

6. Community Engagement

Look at developing a sub-committee and role at a future meeting.

b) *Approved 2026 Work Plan - Council*

Provided for information.

c) *Voluntary Sector Member -Council*

Provided for information.

d) *Update - Proposed Provincial Changes to Conservation Authorities - Deputy Mayor Huetl*

Deputy Mayor Huetl provided an update on the proposal by the Province on Conservation Authority (CA) amalgamation. There has been a lot of opposition to the proposal by municipalities, conservation authorities, lake associations and other organizations. He noted there are concerns that the concerns of small municipalities will be lost in a large organization and the Province will download the costs to municipalities. The City of Ottawa has put forward a proposal to amalgamate Mississippi Valley, Rideau and South Nation Conservation Authorities into one. These three CAs all drain to the Ottawa River. This amalgamation would be easier to manage than the current proposal.

6. New Business

a) *High Speed Train - Deputy Mayor Huetl*

Deputy Mayor Huetl advised Council received a presentation from ALTO on the proposed high speed train from Toronto to Montreal. The location of the rail line is unknown at this time. However; it was released recently the location would be announced in January. Open houses will be held as follows:

- Perth – March 4, 2026 - 11 am to 3 pm & 5 pm to 9 pm, Perth Lions Club, 50 Arthur Street
- Madoc Township – March 5, 2026 - 11 am to 3 pm & 5 pm to 9 pm, Madoc Township Recreation Centre, 15651 ON-62
- Stirling – March 25, 2026 - 11 am to 3 pm & 5 pm to 9 pm, Stirling and District Lions Club, 435 W Front St

Huetl advised he is planning to attend the open house in Perth and will provide an update following the session.

7. Adjournment

a) **Meeting adjourned at 9:52 a.m. until January 27, 2026**

Deputy Mayor Roy Huetl, Chair



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

Date: December 12, 2025

Resolution # 433-25

Moved By:
Councillor Roy Huetl

Seconded By:
Deputy Mayor John Inglis

Be It Resolved That Council receives the Notice of Motion from Deputy Mayor Huetl regarding amending the Township’s Official Plan and Zoning By-law to discourage Rural Cooperatives on Waterfront Properties;

And That Council will consider this request at the January 16, 2026, 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

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

Councillor Wayne Good

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

Councillor Stephanie Regent

Portfolio: Health	Responsibility: <ul style="list-style-type: none"> • Representative on the Lakelands Family Health Team Committee
Portfolio: Long-Term Care and Social Services	Responsibility: <ul style="list-style-type: none"> • Council Liaison
Portfolio: Lake Associations – Ward 1 Lakes	Responsibility: <ul style="list-style-type: none"> • Council Liaison

Deputy Mayor Roy Huetl

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

Councillor Vernon Hermer

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

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

Councillor John Inglis

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

By-law # 2026-01

Being a By-law to Authorize Borrowing from Time to Time to Meet Current Expenditures during the Fiscal Year ending December 31, 2026

Whereas pursuant to Section 9 of the Municipal Act, 2001, 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 pursuant to Section 5(3) of the Municipal Act, 2001, S.O. 2001, c. 25 and amendments thereto, provides that 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 pursuant to Section 407(1) of the Municipal Act, 2001, S.O. 2001, c. 25 and amendments thereto, provides a municipality with authority for temporary borrowing, until the taxes are collected and other revenues are received, of the amounts that the municipality considers necessary to meet the expenses of the municipality for the year;

And Whereas pursuant to Section 407(2), (3) and (4) of the Municipal Act, 2001, S.O. 2001, c. 25 and amendments thereto, provides that except with the approval of the Ontario Municipal Board, the total amount borrowed at any one time plus any outstanding amounts of principal borrowed and accrued interest shall not exceed, (a) from January 1 to September 30 in the year, 50 per cent of the total estimated revenues of the municipality as set out in the budget adopted for the year; and (b) from October 1 to December 31 in the year, 25 per cent of the total estimated revenues of the municipality as set out in the budget adopted for the year. Until the budget is adopted in a year, the limits upon borrowing under subsection (3) shall temporarily be calculated using the estimated revenues of the municipality set out in the budget adopted for the previous year. Estimated revenues do not include revenues derivable or derived from, (4) (a) arrears of taxes, fees or charges; or (4) (b) a payment from a reserve fund of the municipality, whether or not the payment is for a capital purpose;

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

1. That the Head of Council and the Treasurer are hereby authorized to temporarily borrow from time to time by way of promissory note or banker's acceptance during the year 2026 (hereby referred to as the current year) such sums as may be necessary to meet, until the taxes are collected and other revenues received, the current expenditures of the Corporation and the other amounts that are set out in Section 407 of the Municipal Act, 2001, S.O. 2001, c. 25 and amendments thereto.
2. That the lender(s) from whom amounts may be borrowed under authority of this by-law shall be Bank of Montreal and such other lender(s) as may be determined from time to time by resolution of Council.
3. That the total amount which may be borrowed at any one time under this by-law, together with the total of any similar borrowings that have not been repaid, shall not exceed the limits set out in Section 407(2) and 407(3) and 407(4) of the Municipal Act, 2001, S.O. 2001, c. 25 and amendments thereto.
4. That the Treasurer shall, at the time when any amount is borrowed under this by-law, ensure that the lender is or has been furnished with a certified copy of this by-law, a certified copy of the resolution mentioned in Section 2 of this by-law which determines the lender if applicable and a statement showing the nature and amount of the estimated revenues for the current year and also showing the

total of any other amounts borrowed from any or all sources under the authority of Section 407 of the Municipal Act, 2001, S.O. 2001, c.25 and amendments thereto, that have not been repaid, excluding amounts borrowed from the Corporation's reserve(s)/reserve funds.

5. That promissory notes or banker's acceptances made under Section 1 of this by-law shall be signed by the Treasurer and the Head of Council.
6. That the Treasurer is hereby authorized to temporarily borrow from the reserve(s)/reserve funds of the Corporation sums as may be necessary to meet the current operating expenditures of the Corporation.
7. That all resolutions, by-laws or parts of by-laws which are contrary to or inconsistent with this by-law are hereby repealed.
8. That this by-law shall take effect immediately upon the passing hereof.

Read a first and second time January 16, 2026

Read a third time and finally passed this January 16, 2026

Gerry Lichty, Mayor

Tara Mieske, Clerk

**The Corporation of the Township of North Frontenac
By-Law #2026-02**

Being a By-law to Impose Current Fees and Charges for Various Services Provided by the Township of North Frontenac and Provide for the Recovery of Applicable Costs; and to Repeal By-law #2025-24

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Read a first and second time **January 16, 2026**

Read a third time and finally passed this **January 16, 2026**

Gerry Lichty, Mayor

Tara Mieske, Clerk

Schedule 'A' General

1. Administration

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

a. Photocopies – Black and White (per page)

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

b. Photocopies – Coloured (per page)

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

c. Fax (per page)

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

d. Mapping (per page)

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

e. Records Searches and Enquires

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

f. Treasury / Misc.

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

g. Commissioner of Oaths (Certified Copy)

\$25.00 per Document

2. Merchandise

a. Merchandise

- Township of North Frontenac Hats \$8.85

b. Township Branded Merchandise

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

3. Sponsorship Program Fee

a. Fees for Scenic Route and Historic Loop Signs

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

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

b. Fees for Rink Board Advertising

Rink Board Advertising Program Fee:

- 48”w x 34”h = \$650 year one, and annual renewal (May 1st annually) (if chosen by the sponsor) at a cost of \$400.
- 96”w x 34”h = \$1,000 year one, and annual renewal (May 1st annually) (if chosen by the sponsor) at a cost of \$600.

4. Kennel Licence and Dog Tags

a. Kennels

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

b. Dog Tags

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

5. Electric Vehicle Charger

a. Electric Vehicle Charger

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

Schedule 'B' Waste Management

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

1. Landfill Tipping Fees

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

2. Bag Tag Fees

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

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

Schedule 'C' – Licences

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

1. Recreational Vehicle(s)

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

2. Refreshment Vehicle

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

3. Shipping Container

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

Schedule 'D' – Fire

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

1. Fees for Services

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

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

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

2. Criteria for Exemption or Reduction of Fees for Services

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

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

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

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

Schedule 'E' – Planning

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

1. Pre-Application Consultation

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

2. Official Plan

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

3. Zoning Amendment

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

4. Minor Variance/Request for Permission

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

5. Consents

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

6. Plan of Subdivision

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

7. Deeming By-law/Part Lot Control

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

8. Site Plan Control

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

9. Other Planning and Administrative Items

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

10. Site Inspections

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

Schedule 'F' – Disposition and Use of Township Land

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

1. Disposition of Township Land

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

2. Use of Township Land

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

Schedule 'G –Public Works

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

1. Roadside Ditch Alteration

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

2. Civic Address Signs

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

3. Private Lane Name Signs

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

4. Construction of Entrances

- a. Entrance Permit
 - Fee – \$70.00

5. Use of Township Equipment

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

Schedule 'H' – Parks, Recreation and Facilities

Crown Land Stewardship Program

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

1. Campsite

- a. Campsite per night \$25.00
- b. Non-Profit Group* Camping per night \$17.50

Plus \$3.00 Booking-Administrative Fee

2. Road Pass

- a. Daily \$9.50
- b. Weekly Road Pass \$22.50
- c. Resident – Seasonal Road Pass \$22.50
- d. Non-Resident – Seasonal Road Pass \$45.00
- e. Not for Profit Group* Daily Road Pass \$8.75
- f. Fundraising and or Organized Events Daily Road Pass \$8.75

Plus \$3.00 Booking-Administrative Fee

*Eligibility of Not for Profit groups to be determined by the Manager of Community Development in consultation with Chief Administrative Officer.

Community Halls and Council Chambers Rentals

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

3. Community Hall

- a. Full Day w/ liquor \$160.00 + \$100.00 refundable deposit
- b. Full Day w/o liquor \$80.00 Half Day (< 6 hrs) - \$45.00
- c. Local Community Groups (> 4hrs) & Church Groups \$15.00
- d. Community Hall Committee Meetings - No Charge
- e. Funeral Receptions/Lunches – Donation

4. Council Chambers

- a. Community Groups Half Day (4 to 6 hours)
 - Fee – \$35.00
- b. Community Groups (4 hours or less)
 - Fee – \$15.00
- c. Church Groups
 - Fee – Donation
- d. Civic Marriage Ceremony
 - Fee – No Charge

Additional Security Deposits at any or all events may be required at the discretion of the Township Representative

Schedule 'I' – Building and Septic

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

The fees payable by the applicant or authorized agent for a construction, demolition, change of use of conditional permit, inspection or administration fees shall be as follows:

1. Permit Fee Schedule

- a. Class of Permit – Non- Refundable Application/Plan Review
 - Permit Fee \$80.00.
 - Additional Fee for water access and remote properties (Not Applicable)
- b. Class of Permit – Building Permit (All Structures) Groups A, B, C, D, E or F.
 - Permit Fee \$14.00 to \$1,000.00 Construction Value – Construction Value based on Statistics Canada. Note: There is a minimum fee of \$180.00 for all structures.
 - Additional Fee for water access and remote properties \$300.00 (Builds more than \$30,000.00 and \$150.00 (Builds \$30,000.00 or less)
- c. Class of Permit – On-site Sewage Systems
 - Construction or alteration of a Class 2, 3, 4, or 5 sewage system other than a Class A sewage system - \$978.00 per sewage system
 - Construction or alteration of a Class A sewage system. (Class A system represents flows greater than 4500 litres) - \$1080 fee per sewage system
 - Installation or replacement of septic tank only - \$772.00 per sewage system
- d. Class of Permit – Other (flat fee only):
 - Plumbing Permit \$180.00
 - Change of Use, Renewal, Moving \$180.00
 - Additional Fee for water access and remote properties \$150.00
 - Wood Stoves and or Fuel burning appliances \$180.00
 - Additional Fee for water access and remote properties \$150.00
 - Pool \$180.00
 - Additional Fee for water access and remote properties \$150.00
 - Retaining Wall \$180.00
 - Additional Fee for water access and remote properties \$150.00
 - All signs (per sign basis) \$180.00
 - Additional Fee for water access and remote properties \$150.00
 - Change of ownership and or transfer of permit \$180.00
 - Additional Fee for water access and remote properties \$150.00
- e. Class of Permit – Building Without a Permit Penalty Surcharge. The Chief Building Official is authorized to act on behalf of the Township of North Frontenac to charge a Building without a Permit Fee. This fee will be payable by person starting a construction project, which require a Building Permit, without first obtaining a Building Permit.

- Permit Fee – 100% of the Building Permit Fee, with a maximum charge of \$5,000 plus cost if exceeds the maximum.
 - Additional Fee for water access and remote properties is not applicable.
- f. Not ready for Inspection \$180.00
- g. Class of Permit – Group “C” Residential Demolitions – All or Part of a building
- Permit Fee \$180.00
 - Additional Fee for water access and remote properties \$150.00
- h. Class of Permit – Group ‘A, B, D, E, F’ Non-Residential Demolitions - All or Part of a building.
- Permit Fee \$180.00
 - Additional Fee for water access and remote properties \$150.00
- i. Class of Permit – Group ‘A, B, D, E, F’ Non-Residential Demolitions - All or Part of a building
- Permit Fee \$600.00
 - Additional Fee for water access and remote properties \$150.00
- j. Class of Permit – Additional Inspection Fee per the Building By-law
- Permit Fee \$100.00 per inspection
 - Additional Fee for water access and remote properties \$60.00 per inspection.

2. Occupancy Class

- Group A Occupancy – Assembly Occupancy
- Group B Occupancy – Care or Detention Occupancy
- Group C Occupancy – Residential Occupancy
- Group D Occupancy – Business and Personal Services Occupancy
- Group E Occupancy – Mercantile Occupancy
- Group F Occupancy – Industrial Occupancy

3. Discounts

All Registered Charities in the Township of North Frontenac shall receive a 25% discount on all applicable building permit fees effective as of the date of passage of the Building By-law.

4. Classes of Permits

The following classification of permits shall apply in the Township of North Frontenac:

- a. Construction (Building) Permit: this permit applies to most forms of construction including new construction, repairs, renovation, under Parts 2, 3, 4, 7, 8, 9 and 11, respectively of the Building Code for Group A-F Occupancies and includes plumbing and farm buildings, moving buildings and signs governed under Section 3.14 of the Building Code.

- b. Demolition Permit: this permit applies to govern the type and method of demolition under the Building Code. The applicant for a demolition permit is required to retain a professional engineer to undertake a general review of the project during demolition if the building meets certain criteria as outlined in Article 2.3.2.3 of the building Code.
- c. Conditional Permit: this permit may be issued in the discretion of the chief building official to authorize any stage of construction, even though all of the requirements under subsection 8(2) of the Act have not been met (i.e. compliance with some applicable law). The requirements of clauses 8(3) (a), (b) and (c) of the Act must, however, be complied with before a conditional permit may be issued.
- d. On-site Sewage System Permit: This permit applies to On-site Sewage System in Class 2, 3, 4, or 5 and Class A.
- e. Change of Use Permit: this class of permit is used where a change in use would result in an increase in hazard (as determined under Sentence 2.4.1.2(1) of the Building Code) even though no construction may be proposed.
- f. Partial Permit: this class of permit may be issued to expedite construction because of weather conditions, financing or other legitimate reasons.

5. Refunds

- a. Where building permit has been issued but construction has not started:
 - 50% of the Building Fees if request is within 3 years of permit being issued
 - No refund if request is received 3 years after permit being issued

Schedule 'J' - Cemeteries

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

1. Tariff of Fees – Plots

- a. **Lot**
 - Interment Rights \$ \$500.00
 - Care and Maintenance \$ 333.34
 - Fee \$833.34 plus HST \$108.33, Total \$941.67
- b. **Cremation Lot**
 - Interment Rights \$250.00
 - Care and Maintenance \$175.00
 - Fee \$425.00 plus HST \$55.25 Total \$480.25
- c. **Lot (non-Resident)**
 - Interment Rights \$600.00
 - Care and Maintenance \$400.00
 - Fee \$1000.00 plus HST \$130.00, Total \$1,130.00
- d. **Cremation Lot (non-Resident)**
 - Interment Rights \$300.00
 - Care and Maintenance \$200.00
 - Fee \$500.00 plus HST \$65.00, Total \$565.00
- e. **Repurchase Plot**
 - Administration Fee \$100.00, HST \$13.00, Total \$113.00
- f. **Transfer (no sales allowed)**
 - Administration Fee \$100.00, HST \$13.00, Total \$113.00
- g. **Mark a Plot or Monument**
 - Administrative Fee \$100, HST \$13.00, Total \$113.00

2. Marker and or Monument

- a. **Flat Marker** Less than 173 square inches
 - Care and Maintenance is \$0.00
- b. **Flat Marker** Greater than 173 square inches
 - Care and Maintenance is \$100.00, HST \$13.00, Total \$113.00
- c. **Upright Monument** Less than 4 feet in height or length
 - Care and Maintenance is \$200.00, HST \$26.00, Total \$226.00
- d. **Upright Monument** Greater than 4 feet in height or length
 - Care and Maintenance is \$400.00, HST \$52.00, Total \$452.00

3. Fees for Interment and or Disinterment

As Set out in the Contract for Interments, as amended from time to time.

The Corporation of the Township of North Frontenac

By-law # 2026-03

To Close, Stop up and Sell a Part of the 66' Original Road Allowance

Whereas it is deemed expedient in the interest of The Corporation of the Township of North Frontenac, hereinafter called 'The Corporation', that part of the 66' original road allowance described in Schedule "A" attached hereto be permanently closed, and the land sold to the adjoining owners as they may direct;

And Whereas notice of this By-law has been posted at least ten days prior to the meeting on the Township Website; and on the said road allowance;

And Whereas Council for The Corporation has heard in person, all persons claiming that their land will be prejudicially affected and who applied to be heard;

Now therefore the Council of the Corporation of the Township of North Frontenac hereby enacts as follows:

1. Those parts of the 66' original road allowance described in Schedule "A" be and the same are hereby permanently closed.
2. Those parts of the said 66' original road allowance shall be sold to the adjoining owner as follows:
 - a) **Part 1 on Registered Plan 13R-12429** as PIN 361780034 a lot addition to the lands described as Lot 286 Registered Plan 1044 for the purchase price of \$19,166.40 plus \$2,491.63 (HST) for a total of \$21,658.03 (Mississagagon Lake).
3. The Mayor or Deputy Mayor and the Clerk or Deputy Clerk of The Corporation are hereby authorized to sign or execute such deeds or other documents as may be necessary to effect conveyance of that Part of the said 66' original Road Allowance described in Schedule "A".
4. The Clerk shall cause a certified copy of this By-law to be registered on the title to that Part of the 66' original Road Allowance hereby permanently closed.
5. That Schedule "A" forms part of this By-law.
6. That Tony Fleming, legal counsel for The Corporation, is hereby authorized to amend Schedule "A" descriptions as may be required to carry out the intended transaction and finalize the registration of this By-law.
7. This By-law shall come into force and take effect upon registration of a certified copy of this By-law pursuant to the Municipal Act Section 34, Subsection 1.
8. All resolutions, by-laws or parts of by-laws which are contrary to or inconsistent with this by-law are hereby repealed.

Read a first and second time this 16th day of January, 2026.

Read a third time and finally passed this 16th day of January, 2026.

Gerry Lichty, Mayor

Tara Mieske, Clerk

Schedule A

All That Part of the 66' Road Allowance around Kashwakamak Lake lying in front of Lot 286 Registered Plan No. 1044, Township of Barrie, Township of North Frontenac, County of Frontenac being Part 1 on Registered Plan 13R-12429 (Kashwakamak Lake)

The Corporation of the Township of North Frontenac

By-law #2026-04

Being a By-law to Authorize the Mayor and Clerk to Enter into a Rental Agreement on Behalf of the Corporation of the Township of North Frontenac with First Resource Management Group Inc.

Now Therefore the Council for the Corporation of the Township of North Frontenac enacts as follows:

That the Mayor and the Clerk are hereby authorized to execute a Rental Agreement on behalf of the Municipality with First Resource Management Group Incorporated in the form of the Agreement attached as Schedule "A" to this By-law;

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

And That this by-law shall come into full force and effect from and after its passing.

Read a first and second time **January 16, 2026.**

Read a third time and finally passed this **January 16, 2026.**

Gerry Lichty, Mayor

Tara Mieske, Clerk

This Rental Agreement made this 16th day of January, 2026

Between:

The Corporation of the Township
of North Frontenac

(The "Lessor")

-and-

First Resource Management Group Inc.

(The "Lessee")

Now Therefore Witnesseth that in consideration of the mutual covenants and agreements contained herein and other good and valuable consideration, the parties agree with each other as follows:

1. Premises

The premises is the space known as the office premises of the former Township of Barrie and located in the Barrie Community Hall, 14225 Highway 41, Cloyne, Ontario.

2. Term of Rental Agreement

This Rental Agreement is effective December 31, 2025 to December 31, 2026 with the option of cancellation by the lessee with two months' notice without penalty or further rent payments. The parties may, by mutual agreement, extend this Agreement in one (1) year increments for up to three (3) years (December 31, 2029) and shall be subject to the terms and conditions of this Agreement.

A new agreement shall be prepared and executed upon the expiration of this agreement if both parties mutually agree to continue this arrangement.

3. Monthly Rent

The monthly rent payment shall be \$907.97 per month plus H.S.T. for a total payable of \$1,026.00 on the first day of each month (**for 2026**). Monthly rent will increase by 3% annually January 1st of each year for the term of this Agreement.

4. Deposit

The deposit in the amount of \$600.00 paid prior to occupation of the premises (July 1st, 1998) fulfills this condition.

5. Responsibilities of the Lessor

The Corporation of the Township of North Frontenac is responsible for:

- i) All energy costs and maintenance of lighting fixtures (Note: light bulbs excluded) and heating.
- ii) Snow plowing of parking lot.
- iii) Limited custodial services (vacuuming carpets once per month, cleaning of windows inside every three months and outside twice per year).
- iv) All required repairs to the building.

6. Responsibilities of the Lessee

First Resource Management Group Inc. (FRMG) is responsible for:

- i) Security of rental facilities.
- ii) Use of carpet protectors under desks.
- iii) Proper hangers for wall attachments.
- iv) The Tenant shall, at their expense obtain and keep in force during the term of the Rental Agreement, Commercial General Liability Insurance satisfactory to the Landlord and underwritten by an insurer licensed to conduct business in the Province of Ontario. The policy shall provide coverage for Bodily injury, Property Damage and Personal injury and shall include but not be limited to:

- a. A limit of liability of not less than \$2,000,000/occurrence with an aggregate of not less than \$5,000,000.
- b. Add the Landlord as an additional insured with respect to the operations of the Named insured.
- c. The policy shall contain a provision for cross liability and severability of interest in respect of the Named insured.
- d. Non-owned automobile coverage with a limit not less than \$2,000,000 and shall include contractual non-owned coverage (SEF 96).
- e. Products and completed operations coverage.
- f. Broad Form Property Damage
- g. Contractual Liability
- h. Owners and Contractors Protective
- i. The policy shall provide 30 days prior notice of cancellation.
- v) A Certificate of Insurance shall be provided annually to the Manager of Community Development.
- vi) Snow removal from office steps and landing.

7. Other Considerations

- i) Washroom facilities are located in the hall.
- ii) Lessee may use the kitchen facilities and hall space if it is not being used by other persons renting or using the hall.
- iii) Requests for major repairs will be reviewed by both parties and subject to Council approval.
- iv) Leasehold improvements and/or modifications will be subject to approval by the lessor. Arrangements concerning expenses incurred for same will be mutually agreed upon by the lessor and lessee.
- v) The lessor's representatives are permitted access to the municipal vault during the lessee's hours of operation and after telephone arrangements have been made.

The parties hereto have set their hands and seals to this Agreement as at the date first set out above.

Signed, Sealed and Delivered

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

Mayor

Clerk

First Resource Management Group Inc.
176 Lakeshore Dr., Suite #4
North Bay, ON P1A 2A8

Signed by:

Tammy Cameron

Name: Tammy Cameron

Title: Controller

I have authority to bind the Corporation

The Corporation of the Township of North Frontenac

By-law # 2026-05

Being a By-law to Establish a Policy for the Administration, Acceptance, Installation, Management, and Termination of Rink Board Advertising Sponsorships at the Plevna Outdoor Rink

Whereas the Council of the Corporation of the Township of North Frontenac deems it expedient to enact a By-law to establish a policy applying to all individuals, businesses, and organizations wishing to purchase advertising space on the rink boards at the Plevna Rink and to set-out the process for administration of the policy and sponsorship agreements;

Now Therefore the Council of The Corporation of the Township of North Frontenac does hereby adopt the “Rink Board Advertising Sponsorship Policy” attached hereto as Schedule “A”;

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

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

Read a first and second time **January 16, 2026**.

Read a third time and finally passed this **January 16, 2026**.

Gerry Lichty, Mayor

Tara Mieske, Clerk



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Plevna Rink Board Advertisement Sponsorship Policy

1. Purpose

The purpose of this Policy is to establish uniform guidelines and procedures for the administration, acceptance, installation, management, and termination of rink board advertising sponsorships at the Plevna Outdoor Rink located at 6598 Buckshot Lake Road, Plevna, Ontario.

This Policy ensures fairness, transparency, accountability, and consistency in the Township's sponsorship arrangements.

2. Scope

This Policy applies to all individuals, businesses, and organizations ("Sponsors") wishing to purchase advertising space on the rink boards at the Plevna Rink, as well as to Township staff responsible for the administration of sponsorship agreements.

Money raised by sponsorships will go back into future improvements/upgrades to the Plevna Rink.

3. Policy Statement

The Township supports sponsorship opportunities that:

- Contribute financially to municipal recreation facilities;
- Align with community values and municipal objectives;
- Promote positive, responsible, and respectful advertising.

All rink board advertising sponsorships must comply with the conditions and procedures outlined in this Policy.

4. Sponsorship Term

4.1 The sponsorship term is **one (1) year May 1st – April 31st**)



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4.2 If the Sponsor does not wish to renew after one (1) year, the rink board advertisement will be removed by Township Staff.

5. Sponsorship Fee and Rights

5.1 The rink board sponsorship fee(s) are as follows:

48”w x 34”h = \$650 year one, and annual renewal (May 1st annually) (if chosen by the sponsor) at a cost of \$400.

96”w x 34”h = \$1,000 year one, and annual renewal (May 1st annually) (if chosen by the sponsor) at a cost of \$600.

5.2 By May 1st and upon receipt of full payment the Township will arrange for installation of the Sponsor’s logo/message on a rink board by a third-party contractor.

5.3 If an advertisement becomes damaged, the Township will replace the Advertisement at no cost to the Sponsor. Damages will be determined by Township staff and will be based on Section 5.4.

5.4 The Township reserves the right to determine, at its sole discretion, whether a rink board advertisement has been damaged to the extent that it must be removed. Damage may include, but is not limited to, tearing, warping, fading, peeling, vandalism, or any condition that impacts safety, readability, or the overall appearance of the facility. Municipal staff decisions regarding removal shall be final.

5.5 If a Sponsor wishes to replace their logo, change their messaging, etc. they will be required to re-enter into a new agreement at the full cost, and then may choose to renew in subsequent years at the discounted annual renewal rate.

5.6 Sponsors must provide their logo and/or message in a suitable electronic format when requested.

5.7 By providing a logo or message, Sponsors consent to its use in promotional materials related to the Plevna Rink.

5.8 The Township reserves the right to reject any logo, message, or advertising content that it determines is not in the Township’s best interests or does not align with municipal standards and community values, in accordance with section 5.9.



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5.9 The Township may deem a logo, message, or advertisement inappropriate if it includes, promotes, or is associated with any of the following:

5.9.1. Offensive or Discriminatory Content

- Hate speech or symbols targeting protected groups
- Racist, sexist, homophobic, transphobic, or otherwise discriminatory imagery or language
- Symbols commonly associated with hate or extremist groups

5.9.2. Political or Partisan Messaging

- Endorsements of political parties, candidates, or elected officials
- Advocacy for or against legislation, referendums, or political causes
- Campaign slogans or politically charged imagery

5.9.3. Sexually Explicit or Suggestive Content

- Nudity or sexual imagery
- Sexually suggestive language, symbols, or innuendo
- Content inappropriate for children or family-friendly public spaces

5.9.4. Profanity or Vulgar Language

- Swearing, obscene phrases, or crude imagery
- Content that could reasonably be considered offensive to the general public

5.9.5. Promotion of Illegal, Harmful, or Unsafe Activities

- Drugs, illegal substances, or drug paraphernalia
- Excessive alcohol consumption or gambling
- Violence, weapons, or criminal activity
- Messaging that promotes unsafe behaviour

5.9.6. Religious Messaging or Proselytizing

- Logos or messages promoting specific religious beliefs or practices



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- Content that could be perceived as religious advocacy or exclusionary

5.9.7. Content That Conflicts with Municipal Values or Services

- Messaging that contradicts public safety, inclusivity, accessibility, or equity goals
- Content that undermines trust in public institutions or municipal operations
- Logos or messages that could bring the Township into disrepute

5.9.8. Misleading or False Advertising

- False claims about services, affiliations, or endorsements
- Use of Township logos, crests, or branding without authorization
- Implying Township endorsement where none exists

5.9.9. Poor Taste or Reputational Risk

- Content that is sensational, inflammatory, or divisive
- Imagery or messaging that could reasonably offend community members
- Content inconsistent with a professional municipal environment

6. Capacity and Autonomy

6.1 Sponsorships do **not** constitute a partnership, joint venture, or business relationship between the Township and the Sponsor beyond the advertising arrangement.

7. Termination of Sponsorship

7.1 Sponsorship agreements may be terminated under the following conditions:

a) **By the Township** – with fourteen (14) days’ written notice to the Sponsor. No refund will be issued if the decal is purchased or installed. If the decal has not been purchased or installed, the Township will issue a full refund.

b) **By the Sponsor** – with fourteen (14) days’ written notice *to the Township*. No refund will be issued if the decal is purchased or installed. If the decal has not been purchased or installed, the Township will issue a full refund.



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c) **Automatic Termination** – if the Sponsor declares bankruptcy, ceases operations, or no longer conducts business. No refund will be issued.

d) **Immediate Termination** – for acts of wilful negligence by the Sponsor resulting in injury, damage, or reputational harm to the Township. No refund will be issued.

7.2 Failure by the Township to act on a previous default does not constitute a waiver of its termination rights.

8. Dispute Resolution

8.1 Disputes arising from sponsorship agreements that cannot be resolved through negotiation shall be submitted to arbitration under the **Arbitration Act, 1991**.

8.2 The arbitrator's decision will be final and binding. Arbitrators shall not amend or alter agreement terms.

8.3 Each party will bear its own costs and share the arbitrator's costs equally.

9. Legislative Authority

9.1 This Policy and all related agreements are governed by the laws of the Province of Ontario.

9.2 The Township is subject to the **Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)**. All parties must comply with applicable privacy legislation.

10. Amendments

10.1 No sponsorship terms may be amended except by a written agreement signed by the Sponsor and the Manager of Community Development (or designate).

11. Assignments

11.1 Neither the Township nor the Sponsor may assign or transfer a sponsorship agreement without written consent from the other party.



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11.2 Sponsorship agreements bind each party and their successors, assigns, and legal representatives.

12. Indemnification

12.1 Sponsors shall indemnify and hold harmless the Township, its elected officials, employees, officers, and agents from all claims, damages, losses, liabilities, or expenses arising from:

- a) breach of the agreement by the Sponsor;
 - b) injury, illness, death, or property damage related to the Sponsor's activities;
 - c) acts or omissions (including negligence or malfeasance) of the Sponsor or its representatives;
 - d) breach of intellectual property rights relating to the Sponsor's logo/message.
-

13. Notices

13.1 All formal notices must be provided in writing and may be delivered:

- In person;
- By email (effective upon confirmation of transmission); or
- By prepaid first-class mail (effective seven (7) days after mailing).

13.2 Notices shall be delivered to:

Township of North Frontenac

Manager of Community Development
6648 Road 506
Plevna, ON K0H 2M0
Email: recreation@northfrontenac.ca

Sponsor

As listed in the Sponsorship Agreement.

14. Severability



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14.1 If any provision of a sponsorship agreement is found invalid or unenforceable, the remaining provisions shall continue in full force and effect.

15. Time of the Essence

15.1 Time is of the essence in all sponsorship obligations.

16. Acknowledgement

16.1 Sponsors must acknowledge that they have read, understood, and agreed to be bound by the Plevna Rink Board Advertising Sponsorship Agreement.

17. Administration

17.1 The Manager of Community Development (MCD) is responsible for administering this Policy, entering into agreements, maintaining records, and ensuring compliance.

18. Effective Date

This Policy comes into effect upon approval by Council.

The Corporation of The Township of North Frontenac

By-law # 2026-06

Being a By-law to Provide for the Adoption of the Estimates for the Sums required during the year 2026 for the purposes of the Township of North Frontenac and to provide for the adoption of tax rates and to further provide for penalty and interest in default of payment thereof for 2026.

Whereas pursuant to Section 290(1) of the Municipal Act, 2001 S.O. 2001, Chapter 25 and amendments thereto, the Township of North Frontenac shall in each year prepare and adopt estimates of the sums it requires during the year for the purposes of the municipality;

And Whereas pursuant to Section 312(2) of the Municipal Act, 2001 S.O. 2001, Chapter 25, and amendments thereto, the Township of North Frontenac shall pass a By-law levying a separate Tax Rate, as specified in the By-law, on the assessment in each property class in the Township of North Frontenac rateable for local municipality purposes;

And Whereas all property assessment rolls on which the 2026 taxes are to be levied have been returned and revised pursuant to the provisions of the Assessment Act, R.S.O. 1990, chapter A.31, and amendments thereto, subject to appeals at present before the Assessment Review Board, the Ontario Municipal Board and the District Court;

And Whereas the County tax rate, tax ratios and tax rate reductions for prescribed property subclasses are established by the County of Frontenac;

And Whereas the Province approved O.Reg. 5/24 under the Education Act, amending O.Reg. 400-98 to prescribe the education rates for the assessment in each property class for 2026;

And Whereas the Municipal Act, 2001 S.O. 2001, Chapter 25, Section 342, 345, 346, and 347, as amended, authorizes Council to establish due dates, penalties for non-payment of taxes, installments, payment into bank, and acceptance of part payments and disposition of part payments.

Now therefore the Council of the Corporation of the Township of North Frontenac hereby enacts as follows:

1. **That** the interim tax levy is hereby imposed and levied at 50 percent of the total amount of taxes for municipal, county and education purposes levied on properties in 2025;
2. **That** the said interim tax levy shall become due and payable in two installments as follows:
 - 50% of the interim levy shall become due and payable on the 26th day of March 2026;
 - The balance of the interim levy shall become due and payable on the 27th day of May 2026;
 - Non-payment of the amount, as noted, on the dates stated in accordance with this section shall constitute default.
3. **That** for the year 2026, the tax rates to be applied to the “Residential/Farm Assessment”, “Multi-Residential Assessment”, “Commercial Assessment” including Excess, Vacant, New Construction and On Farm Business 2, “Industrial Assessment” including Vacant, Small Scale on Farm Business 1&2 and Aggregate Extraction, “Pipeline Assessment”, “Farmlands Assessment”, and “Managed Forests Assessment” and the applicable subclasses pursuant to Section 7 of the Assessment Act have been determined on the basis of the aforementioned taxable assessment of North Frontenac Township be set out in Schedule ‘A’, attached hereto.
4. **That** the levy provided for in Schedule “A” attached to this by-law shall be reduced by the amount of the interim levy for 2026.

5. **That** for payments-in-lieu of taxes due to the Corporation of the Township of North Frontenac, the actual amount due to the Corporation of the Township of North Frontenac shall be based on the assessment roll and the tax rates for the year 2026.
6. **That** every owner of land within the Residential, Commercial, Industrial, Farmland and Management Forest Class, shall be levied according to the County, Education and Municipal Tax Rates and the final levy for 2026 shall become due and payable in two installments as follows:
 - 50% of the final levy shall become due and payable on the 26th day of August 2026;
 - The balance of the final levy shall become due and payable on the 28th day of October 2026;
 - Non-payment of the amount, as noted, on the dates stated in accordance with this section shall constitute default.
7. **That** as provided under Section 345(2) of the Municipal Act 2001, there shall be imposed a penalty of 1.25% per month on the first day of each month following default of payment on all taxes of the current year remaining unpaid after the due date of said taxes.
8. **That** on all taxes in default on January 1st, 2026, interest shall be added at the rate of 1.25% per month for each month in which the default continues.
9. **That** penalties and interest added in default shall become due and payable and shall be collected as if the same had originally been imposed and formed part of such unpaid tax levy. All penalties and interest are to be collected first and the principle will be applied to the rates payable as taxes.
10. **That** monthly Tax Arrears Notices shall not be sent if the balance outstanding is less than twenty dollars (\$20.00).
11. **That** the Treasurer shall send a tax bill to the taxpayer's residence or place of business or to the premises in respect of which the taxes are payable based on the address provided in the Tax Roll provided by the Municipal Property Assessment Corporation unless the taxpayer directs the Treasurer to send the bill to another address, in which case it shall be sent to that address. The Treasurer may send a tax bill to the taxpayer electronically in the manner specified by the municipality, if the taxpayer has chosen to receive the tax bill in that manner.
12. **That** taxes shall be payable to The Corporation of the Township of North Frontenac by cheque (mailed or in person); cash or Debit Card (in person) and paid into the office of the Treasurer, 6648 Road 506, Plevna, Ontario K0H 2M0; or via telebanking or Internet banking systems with major specified banks (including online Credit Card Payments for property taxes only).
13. **That** payments made in U.S. funds shall be credited at par, meaning no exchange will be paid as payments are accepted in Canadian Funds only.

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

And That this By-law shall come into full force and effect from and after its passing.

Read a first and second time, this 16th day of January, 2026

Read a third and final time and passed this 16th day of January, 2026.

Gerry Lichty, Mayor

Tara Mieske, Clerk

**Township of North Frontenac
2026 Taxation Year
TAX RATES**

**BASED ON \$
7,825,995 TO BE
RAISED FOR
MUNICIPAL
TAXATION**

<u>CLASS</u>	<u>DESCRIPTION</u>	<u>MUNICIPAL</u>	<u>COUNTY</u>	<u>EDUCATION</u>	<u>TOTAL</u>
CT	Commercial	0.00806950	0.00229301	0.00880000	0.01916251
CU	Commercial (Excess Land)	0.00564865	0.00160511	0.00880000	0.01605376
CX	Commercial (Vacant Land)	0.00564865	0.00160511	0.00880000	0.01605376
XT	Commercial New Construction	0.00806950	0.00229301	0.00880000	0.01916251
XU	Commercial New Construction (Excess)	0.00564865	0.00160511	0.00880000	0.01605376
CO	Commercial - On Farm Business 2	0.00201738	0.00057325	0.00220000	0.00479063
FT	Farmlands	0.00201738	0.00057325	0.00038250	0.00297313
IT	Industrial	0.00806950	0.00229301	0.00880000	0.01916251
IX	Industrial (Vacant Land)	0.00524518	0.00149046	0.00880000	0.01553564
I0	Industrial - Small Scale on Farm Business 2	0.00201738	0.00057325	0.00220000	0.00479063

I7	Industrial - Small Scale on Farm Business 1	0.00201738	0.00057325	0.00220000	0.00479063
VT	Industrial - Aggregate Extraction	0.00806950	0.00229301	0.00511000	0.01547251
RT	Residential/Farm	0.00806950	0.00229301	0.00153000	0.01189251
TT	Managed forest	0.00201738	0.00057325	0.00038250	0.00297313

EXAMPLE BASED ON \$100,000 RESIDENTIAL ASSESSMENT

	<u>MUNICIPAL</u>	<u>COUNTY</u>	<u>EDUCATION</u>	<u>TOTAL</u>
2025-2026 DOLLAR INCREASE/DECREASE	\$30.03	\$10.36	\$0.00	\$40.39
% INCREASE/DECREASE	3.84%	4.69%	0.00%	3.49%
2026	\$812.10	\$231.36	\$153.00	\$1,196.46
2025	\$782.07	\$221.00	\$153.00	\$1,156.07

The Corporation of the Township of North Frontenac

By-law #2026-07

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 January 16, 2026

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 January 16, 2026, 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 January 16, 2026, 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 January 16, 2026, in respect of each recommendation contained in the Minutes and each motion and resolution passed and other actions taken by the Council of The Corporation of North Frontenac at the Meeting, are hereby sanctioned, ratified and confirmed as if all such proceedings were expressly embodied in this By-law;
3. That the Mayor and proper officials of The Corporation of the Township of North Frontenac are hereby authorized and directed to do all things necessary, and to obtain approvals where required, to give effect to the actions passed and taken by Council at the said Meeting;
4. That this by-law shall come into force as of the final passing thereof.

Read a first and second time this 16th day of January 2026.

Read a third time and finally passed this 16th day of January 2026.

Gerry Lichty, Mayor

Brooke Drechsler, Deputy Clerk