

Regular Council Agenda

9:00 AM - Friday, March 20, 2026

Council Chambers

[Zoom Registration Link](#)

1. Call to Order

- a) Public Notice regarding Recording of Meetings 9
[Recorded Meetings - Notice to Public](#)

2. Traditional Land Acknowledgement

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

3. Approval of Agenda

- a) March 20, 2026

Be It Resolved That Council approves the Agenda dated March 20, 2026, as circulated.

4. Disclosure of Pecuniary Interest and General Nature Thereof

5. Business Profile

- a) Cloyne Ultramar 10

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

[Business Profile](#)

6. Presentations

- a) Michael Pion, Project Manager, Cambium: Annual Report - Waste Disposal Sites 11 - 37

Be It Resolved That Council receives for information the presentation from Mike Pion, Project Manager with Cambium, providing an Annual Update of the Township's Waste Disposal Sites; and thanks him for his time spent today.

[Cambium Annual Report - Waste Site Presentation](#)

- b) Public Works Manager: 2025 Annual Waste Management / Recycling Statistics and Year-End 38 - 40

Be It Resolved That Council receives for information the Public Works Manager's Administrative Report entitled "2025 Annual Waste Management / Recycling Statistics and Year-End".

[2025 Annual Waste Management / Recycling Statistics and Year-End - Pdf](#)

7. Delegations

None.

8. Adoption of Minutes

- a) Minutes of the Meeting(s) to be adopted by Council 41 - 49

Be It Resolved That Council adopts the Minutes, as circulated, of a Meeting held February 27, 2026.

[Regular Council - 27 Feb 2026 - Minutes - Pdf](#)

9. Business Arising Out of Minutes

- a) Fees and Charges By-law #2026-02 - Schedule 'A' Dog Tag Fees - Error in Tax Bill Insert 50 - 52

Whereas at the meeting held on January 16, 2026, Council approved the Fees and Charges By-law #2026-02, including Schedule 'A' setting out the fees for Dog Tags purchased between January 1st and March 15th;

Now Therefore Be It Resolved That Council receives for information an email dated March 9, 2026, from Kelly Watkins, Treasurer, advising a Tax Bill Insert was included with the Interim Tax Bills, which provided information regarding Dog Tag Fees and renewals; however the insert listed the incorrect fee amount for dog tags purchased between January 1st and March 15th;

And That, in consideration of residents who have already submitted their dog tag renewal payments by mail using the incorrect amount, and recognizing that the administrative cost of collecting the \$5 difference would exceed the value of the fee difference, Council approves staff accepting the \$10 dog tag renewal fee for payments received by mail until March 31, 2026;

And That staff advise residents attending the municipal office in person or contacting the office that the correct renewal fee is \$15;

And That after March 31, 2026, staff will ensure all dog tag renewal fees collected are in accordance with the Fees and Charges By-law.

[Business Arising - Dog Tags](#)

- b) Resolution #136-25: Quinte Conservation Authority - 2025 CD3 Boat Cleaning Unit 53 - 67

Whereas at the meeting held April 25, 2025, Council passed Resolution #136-25 approving a partnership with Quinte Conservation Authority (QCA), for the rotating placement of a CD3 Wayside Solar Trailer Boat Cleaning Station at boat launches in North Frontenac;

Now Therefore Be It Resolved That Council receives for information an email dated February 20, 2026, from Lindsay Nash, Outreach and Stewardship Coordinator, QCA, providing a report detailing the usage of the CD3 Boat Cleaning Unit in 2025; and advising that QCA was unable to obtain the unit for 2026.

[Resolution #136-25](#)

[Quinte Conservation Authority - 2025 CD3 Cleaning Unit](#)

10. Communications

- a) Clerk's Administrative Report - Communications 'A' Section 68 - 69

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. Municipality of St. Charles: Request for Support - Strengthening Self-Defence Protections and Addressing Rising Home Invasions in Ontario 70 - 74

Be It Resolved That Council receives for information an email dated February 20, 2026, from the Clerk of the Municipality of St. Charles requesting support to strengthen self-defence protections and addressing rising home invasions in Ontario;

And That the Council of the Township of North Frontenac supports this initiative;

And That Council instructs the Clerk to provide this Resolution of Support to the Township of Moosonee; the Municipality of St. Charles, the Prime Minister of Canada; the Minister of Justice and Attorney General of Canada; the Premier of Ontario; the Attorney General of Ontario; The Solicitor General of Ontario; Scott Reid, MP; and John Jordan, MPP.

[Municipality of St. Charles Resolution 2026-022 support for - Moosonee - Strengthening Self-Defence Protections and Addressing Rising Home Invasions in Ontario](#)

[Municipality of Moosonee Resolution 2026-008 - Strengthening Self-Defence Protection and Addressing Rising Home Invasions in Ontario](#)

11. Council, CAO, and Managers' Administrative Reports

- a) Councillor Hage: Youth Entrepreneurship Initiatives, Incentive & Retention Programs 75 - 78

Be It Resolved That Council receives for information Councillor Hage's Administrative Report entitled "Youth Entrepreneurship Initiatives, Incentive & Retention Programs";

And That Council recommends this initiative be forwarded to the Economic Development Task Force to review and investigate in more detail.

[Youth Entrepreneurship Initiatives, Incentive & Retention Programs - Pdf](#)

- b) Environmental Task Force: Proposed Short Term Rental Regulation 79 - 111

Be It Resolved That Council receives for information the Administrative Report entitled “Proposed Short Term Rental Regulation”;

And That Council instructs the Clerk/Planning Manager and the Public Works Manager to prepare a report for a future Council meeting outlining steps required to create a new Short Term Rental Bylaw, including costs and realistic time requirements;

And That such a bylaw would build on the experience and best practices of municipalities similar to North Frontenac;

And That such a bylaw would include the elements summarized in this report and described in the Appendix A, “Short Term Rentals - Recommended Bylaw Components”, dated February 2026.

[Proposed Short Term Rental Regulation - Pdf](#)

[Appendix A - Short Term Rentals - Recommended Bylaw Components \(dated February 2026\)](#)

[Appendix B - Current advertised short term accommodations in North Frontenac](#)

- c) Clerk/Planning Manager: To Assume a Portion of Buckshot Lake Road as a Highway 112 - 114

Be It Resolved That Council receives for information the Clerk/Planning Manager’s Administrative Report entitled “To Assume a Portion of Buckshot Lake Road as a Highway”;

And That Council accepts the offer from Jonathan Tooley to transfer the portion of Buckshot Lake Road located in Part of Lot 1, Concession 17, geographic Township of Barrie being Part 9 on Registered Plan 13R-5191;

And That Council approves paying the legal fees for the preparation of the Transfer, registering the Transfer and By-law and Law Society Fees, and miscellaneous disbursement at an estimated cost of \$1,000. All legal work completed by the Township’s Solicitor for Sherriff Certificates, Mortgage Discharges, Appraisals, and any unforeseen title issues shall be covered by the property owner;

And That Council instructs the Treasurer to transfer the Township’s legal costs associated with the property transfer, including preparation of the Transfer, title search and registering the By-law from the Operating Contingency Reserve;

And That Council authorizes the Mayor and Clerk to sign the Transfer for this portion of the Road Allowance and Council will consider a By-law at a future meeting to assume this portion of Buckshot Lake Road.

[To Assume a Portion of Buckshot Lake Road as a Highway - Pdf](#)

- d) Clerk/Planning Manager: Request for Township to Transfer Shore Road Allowance in exchange for a portion of Mountain Road 115 - 117

Be It Resolved That Council receives for information the Clerk/Planning Manager’s Administrative Report entitled “Request for Township to

Transfer Shore Road Allowance - Tooley";

And That Council does not approve the request to transfer the shore road allowance as part of the Mountain Road being transferred to the Township;

And That if the property owners would like to acquire the shore road allowance they can apply to purchase same in accordance with the Sale of Land Policy.

[Request for Township to Transfer Shore Road Allowance in exchange for a portion of Mountain Road - Pdf](#)

- e) Clerk/Planning Manager: Amendments to the Procedural Policy for Members of Council, Committees and Task Forces 118 - 120

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Amendments to the Procedural Policy for Members of Council, Committees and Task Forces";

And That Council approves the recommended amendments, with the following changes:

And That Council instructs the Clerk to provide Council with the amended policy at an upcoming meeting for consideration.

[Amendments to the Procedural Policy for Members of Council, Committees and Task Forces - Pdf](#)

- f) Clerk/Planning Manager: Road Allowance Closure - Lot 16, Concession 1 being Part 4 on Registered Plan 13R- 8656 - Title Issue 121 - 123

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Road Allowance Closure - Lot 16, Concession 1 being Part 4 on Registered Plan 13R- 8656 - Title Issue";

And That Council instructs the Clerk to advise the property owner and their solicitor, Council is agreeable to passing a By-law to close, stop-up and transfer the road allowance provided the impacted property owners pay the Township's legal work to have the By-law registered and are responsible for the completion and costs of having the road allowance resurveyed and the legal work required to correct the title;

And That Council approves an exemption to By-law #2025-04, being the Sale of Land Policy in this case, due to the previous passing of the Township of Palmerston, North & South Canonto, By-law #20-89, including not requiring an application, public notice, administration fee and land costs, etc.

[Road Allowance Closure - Lot 16, Concession 1 being Part 4 on Registered Plan 13R- 8656 - Title Issue - Pdf](#)

- g) Manager of Community Development: Plevna Rink Project – Budget Considerations 124 - 128

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

“Plevna Rink Project - Budget Considerations”;

And That Council select one of the following options regarding the project budget overage:

Option A – Decline the Over-Budget Amount

That Council declines the project proceeding at the negotiated contract amount and directs the Manager of Community Development (MCD) to provide notice to the Province per Section A4.8 of the Transfer Payment Agreement that the roof portion of the project will not be completed.

OR

Option B – Approve the Additional Project Funding (excluding soffit and fascia)

That Council approves the project proceeding at the negotiated contract price, recognizing a current funding shortfall of \$97,395 and directs the Treasurer to transfer up to \$100,000 from the Canada Community-Building Fund (CCBF) to this project to address the shortfall and provide a small contingency.

OR

Option C - Approve the Additional Project Funding Including Soffit and Fascia Work

That Council approves the project proceeding at the negotiated contract price, recognizing a current funding shortfall of \$144,205 and directs the Treasurer to transfer up to \$150,000 from the Canada Community-Building Fund (CCBF) to this project to address the shortfall and provide a small contingency.

[Plevna Rink Project – Budget Considerations - Pdf](#)

- h) Public Works Manager and Clerk/Planning Manager: Mandatory Septic Inspection Proposal at Time of Transfer 129 - 135

Be It Resolved That Council receives the Public Works Manager's Administrative Report entitled "Mandatory Septic Inspection Proposal at Time of Transfer";

And That Council approves Option #4 being to expand the current voluntary septic inspection program to include mandatory septic inspections for properties at the time of sale with services being provided by the Mississippi Rideau Septic System Office (MRSSO);

And That prior to implementation the Public Works Manager and Clerk shall complete further research on the following:

- proposal details from MRSSO
- costs and user fees
- duties assigned to each Department, including staffing impacts and the role of MRSSO
- implementation plan
- draft By-law provisions
- proposed exemption criteria for family members, and
- qualifications required by others to conduct alternate inspections;

And That staff will report back to Council at a future meeting.

[Mandatory Septic Inspection Proposal at Time of Transfer - Pdf](#)

- i) Public Works Manager: Update Regarding 2023 Tandem Mack (T23) - 136 - 137

Insurance Claim

Be It Resolved That Council receives for information the Public Works Manager’s Administrative Report entitled “Update Regarding 2023 Tandem Mack (T23) - Repair Costs”;

And That Council instructs the Treasurer to transfer the \$10,000 deductible from the Operating Contingency Reserve.

[Update Regarding 2023 Tandem Mack \(T23\) - Repair Costs - Pdf](#)

- j) Treasurer: Cemetery Scotia Trust Resignation as Trustee 138 - 139

Be It Resolved That Council receives for information the Treasurer’s Administrative Report entitled “Cemetery Scotia Trust Resignation as Trustee”;

And That Council authorizes the Treasurer to transfer the funds from Scotiatrust to the Bank of Montreal Cemetery Account.

[Cemetery Scotia Trust Resignation as Trustee - Pdf](#)

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

- a) Environmental Task Force 140 - 142

Be It Resolved That Council receives for information the Notes of a Meeting of the Environmental Task Force held February 24, 2026.

[Notes - 24 Feb 2026](#)

- b) Housing Advisory Task Force 143 - 156

Be It Resolved That Council receives for information the Notes of a Meeting of the Housing Advisory Task Force held March 11, 2026.

[Notes - 11 Mar 2026](#)

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

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

None.

15. Council Portfolio Verbal Reports

- a) Each Council member has a portfolio for which they are responsible. 157 - 158
The Councillor may provide a verbal report for information purposes.

[Council Portfolios 2022-2026](#)

16. Introduction and Reading of By-laws

None.

17. Public Forum

18. Closed Session

- a) Closed Meeting of Council

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

- a. Adopt Minutes of a Closed Meeting held February 27, 2026;
- b. To Discuss Litigation or Potential Litigation, including matters before administrative tribunals, affecting the municipality or local board, specifically the following:
 1. Ontario Land Tribunal File 25-000055 (Leptick - 1230D Austris Road)
 2. Ontario Land Tribunal File 25-001002 (Ompah Palmerston Cottage Co-operative (Hall - 1099B Lafolia Lane)

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

20. Confirmatory By-law

- a) Confirming By-law #2026-19

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Be It Resolved That By-law #2026-19, being a By-law to confirm all actions and proceedings of Council for its Regular Meeting held March 20, 2026, be read a first, second, and third time and finally passed.

[2026-19 Confirming By-law - March 20, 2026](#)

21. Adjournment

- a) Motion to Adjourn

Be It Resolved That Council adjourns the Meeting at ____ .m. until April 10, 2026, or at the call of the Chair.



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

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

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

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

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

Ultramar

14265 Hwy 41
Cloyne, ON
K0H 1K0
613-336-8855



Owner: Bharat Puri, Meenu Puri
Website: ultramar.ca

In June 2025, Mr. Puri, along with his daughter Meenu, purchased the Ultramar business. What began as a fuel station and convenience store soon expanded to include the reopening of the LCBO outlet, as well as Country Style and Mr. Sub franchises. The location now offers tables and chairs where customers can sit, relax, and enjoy their food or beverage of choice.

This spring and summer, the family plans to expand the retail side of the business, so keep an eye out for more details once their Facebook page is launched. The business primarily serves local traffic, but its location on a provincial highway also attracts additional retail customers. Meenu notes that the site is ideal, having once operated as a corner store with a butcher, and now benefiting further from the added convenience of a fuel station.

Currently, the business employs fourteen people, three of whom are full-time staff. Bharat and Meenu also own other retail businesses in the area and understand the positive impact this location will have on the community. Although they have not yet been open for a full year, they are already looking forward to being part of the area for many years to come. Be sure to stop in when you're passing through.

Annual Update March 20, 2026

Township of North Frontenac Waste Disposal Sites



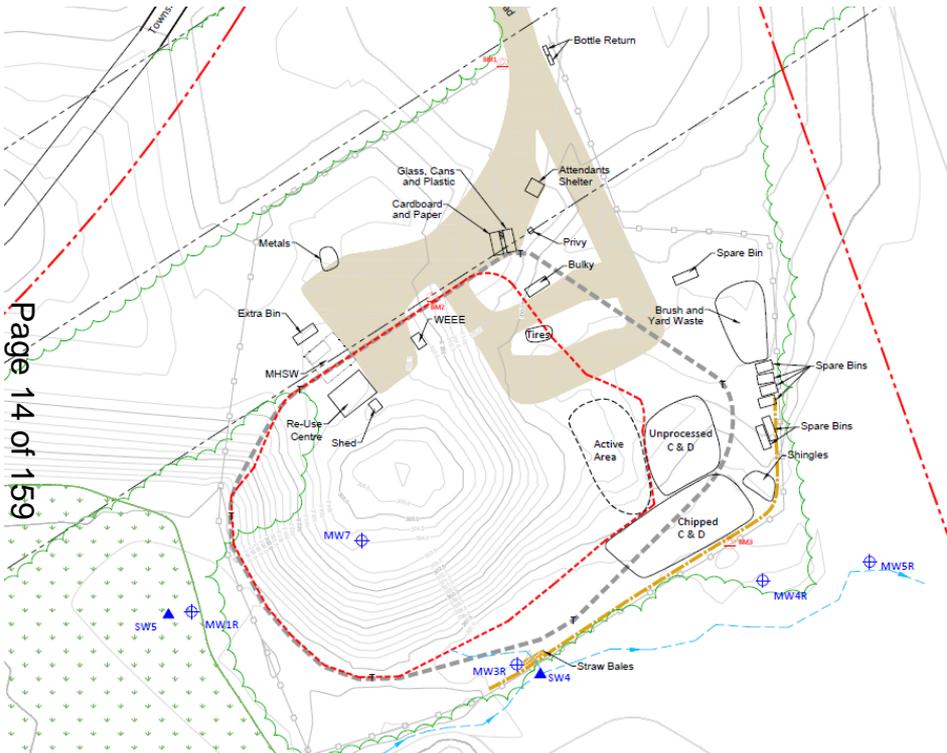
Overview

- Annual monitoring
- Update on landfill capacities
- Site inspections
- Reporting
- Summary of operational information
- Recommendations for changes to monitoring/operations
- Requirements to meet Ministry Guidelines

506 Waste Disposal Site

- Transfer station, Landfill
- Monitoring, Survey, Reporting
- The summer operating hours on Saturday were updated in 2025 to provide an improved service to residents
- No adverse impacts were occurring to the receiving groundwater and surface water receptors
- Additional cover material should be placed near MW3R.
- Erosion control measures such as strawbale fencing and sediment fencing should be replaced. Regular inspections and repairs should continue.
- A cleanup of blown and animal-removed refuse should be completed along the southern watercourse and in the eastern treeline
- Following MECP comments, an investigation will be conducted to determine if there is a suitable replacement location for monitoring station SW5
- Operated in compliance with ECA





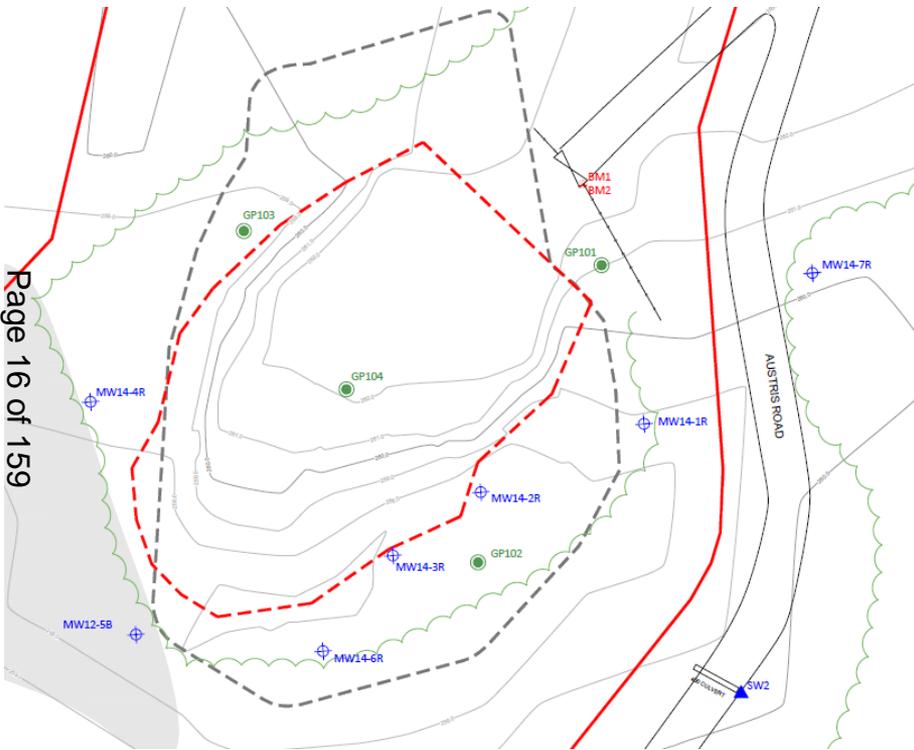
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Ardoch Waste Disposal Site

- Temporarily closed in 2013 (~20,000m³ remain or 38 years based on historical fill rates)
- Proposal to re-open site on a limited basis. Hauling and covering waste with no public access.
- A Design and Operations Plan detailing proposed site operations has been provided to the Township for review and approval. This plan will be submitted to the MECP Technical Support Section for review and comment prior to submitting the ECA application. Re-opening site is contingent on MECP Director approval.
- Monitoring and reporting reductions approved in 2022. Next report will address 2025 to 2028 monitoring years (due in 2029).

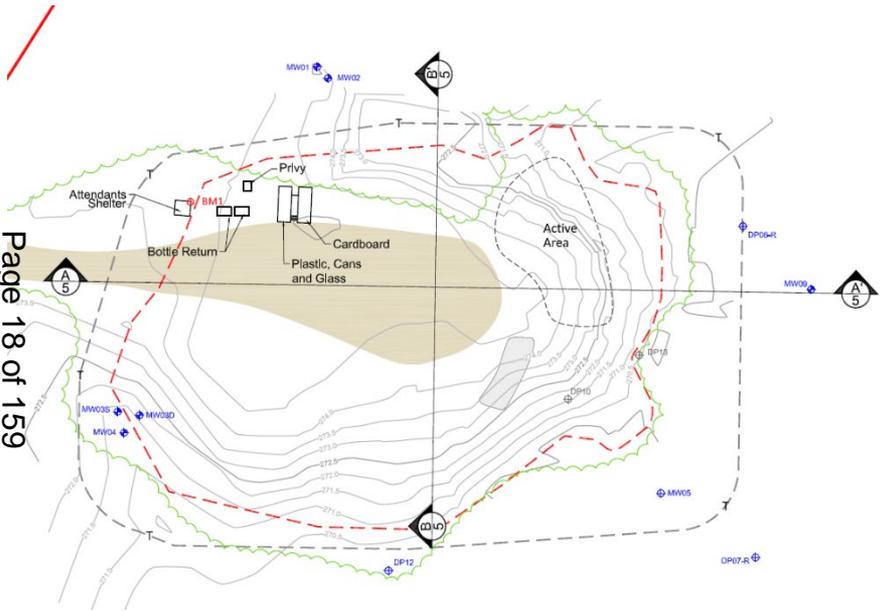




Kashwakamak Waste Disposal Site

- Transfer Station, Landfill
- Monitoring, Survey, Reporting
- Action Plan on-going due to potential off-site impacts
- Ministry support was received for the Contingency Plan in 2025. The Plan should be implemented in 2026, including surface water reconnaissance, drive point installation, and a vegetation assessment.
- Once the conceptual site model is understood, the monitoring program will be updated to reflect approved changes received in 2023.
- Landfill gas was not measured at concentrations of concern.
- Township should remain diligent with litter control and reinstall litter control fencing around the active area
- Landfill operations were in compliance with ECA. Groundwater must be brought into compliance with the Ministry's Reasonable Use Policy. MW03S will need to be decommissioned to maintain ECA compliance.

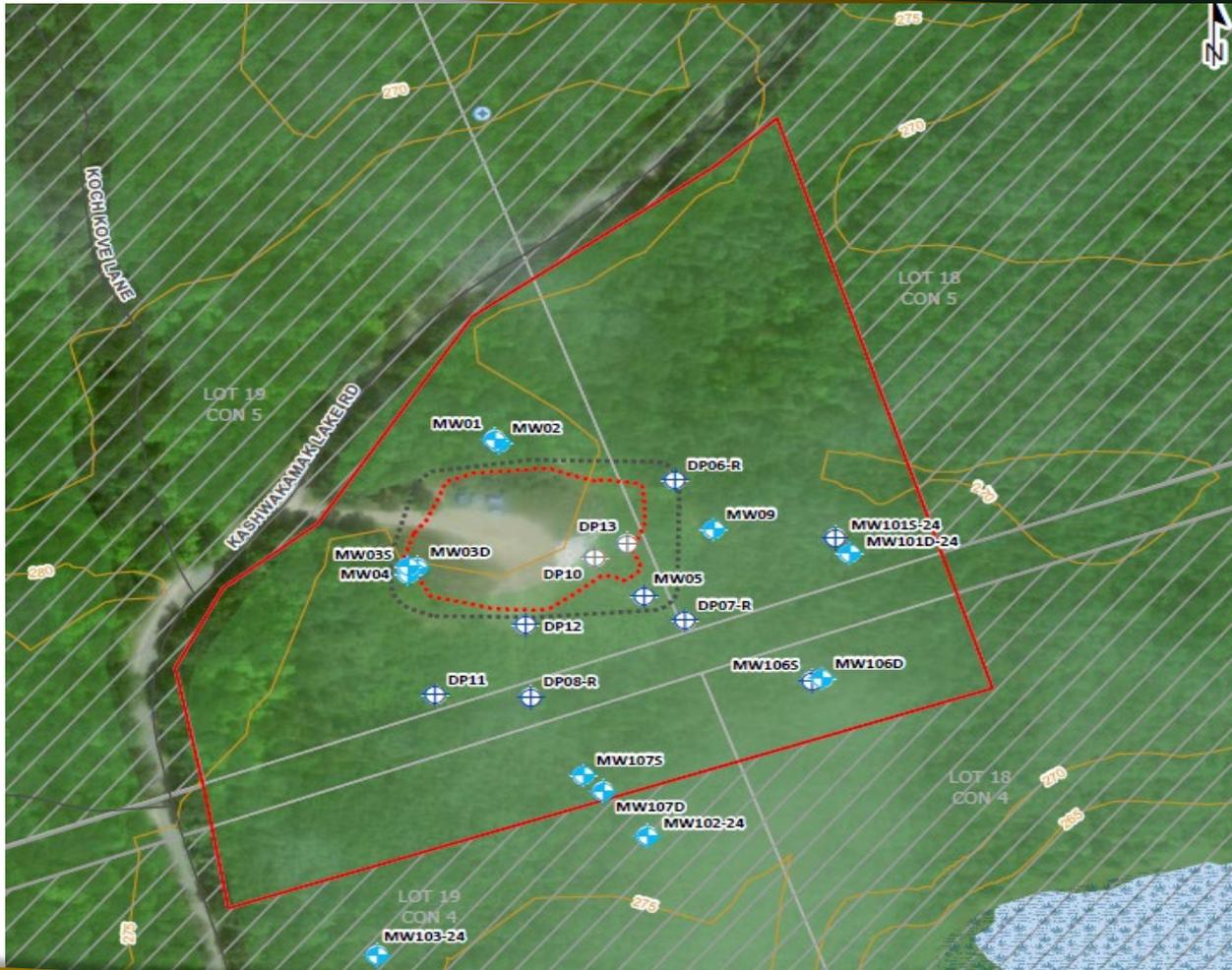




Kashwakamak - Results and Next Steps

- The Site did not comply with Ministry Guideline B-7 to the east. Additional sampling is required to confirm these exceedances.
- No site-related impacts were observed at the wells installed on Crown Land (to the south). Based on the work completed this may suggest that impacts are upwelling in the wet areas prior to reaching these off-site wells.
- A surface water investigation should be conducted in spring 2026.
- If ponded/wet conditions are observed – 3 shallow drivepoints and staff gauges should be installed to the south/southwest. Data loggers to be installed to monitor temperature.
- A vegetation assessment to be completed during the growing season to delineate and assess the health of the wetland environment.
- Monitoring program to be reviewed and contingency measures to be assessed based on the results of the work detailed above.

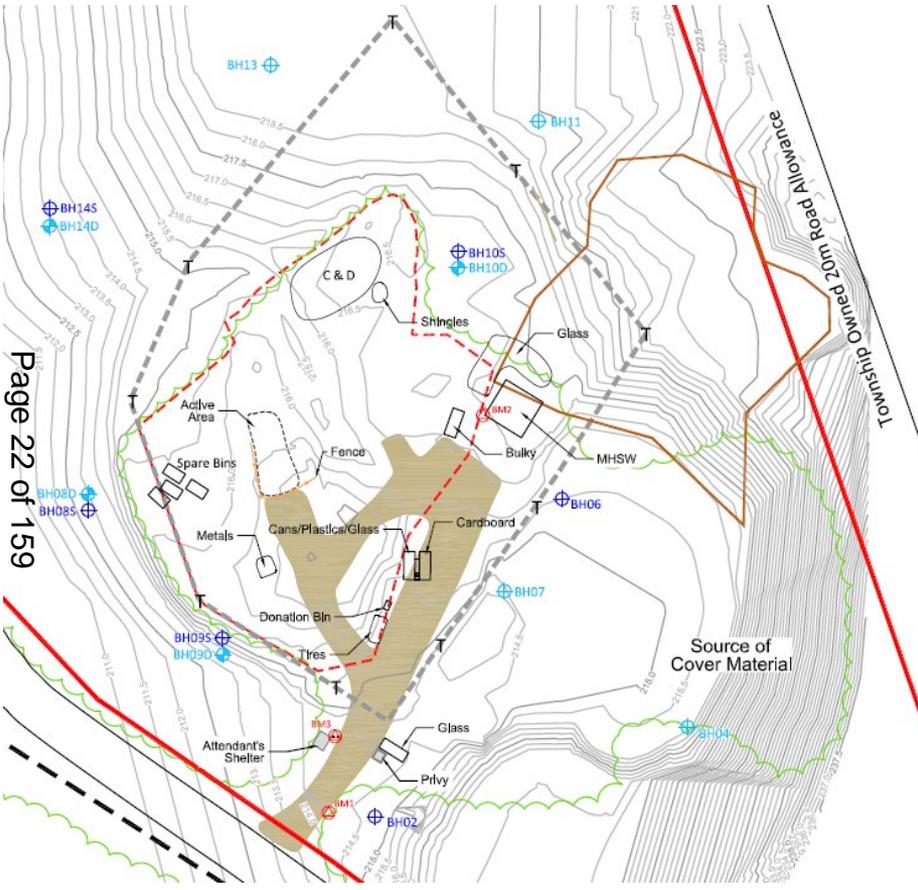




Mississippi Waste Disposal Site

- Transfer Station, Landfill
- Monitoring, Survey, Reporting
- No adverse impacts off-site in groundwater or surface water; complied with trigger mechanism
- Landfill gas concentration remained low
- Litter control fencing should continue to be used around active area
- VOC analysis should be removed from the monitoring program; monitoring to continue until written approval for change is received from the District Manager
- Operated in compliance with ECA





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CAMBIUM

Plevna Waste Disposal Site

- Transfer Station, Landfill
- Monitoring, Survey, Reporting
- Amended ECA to update trigger and some operations (C&D processing, alternative daily cover (ADC), reuse) was issued in March 2024

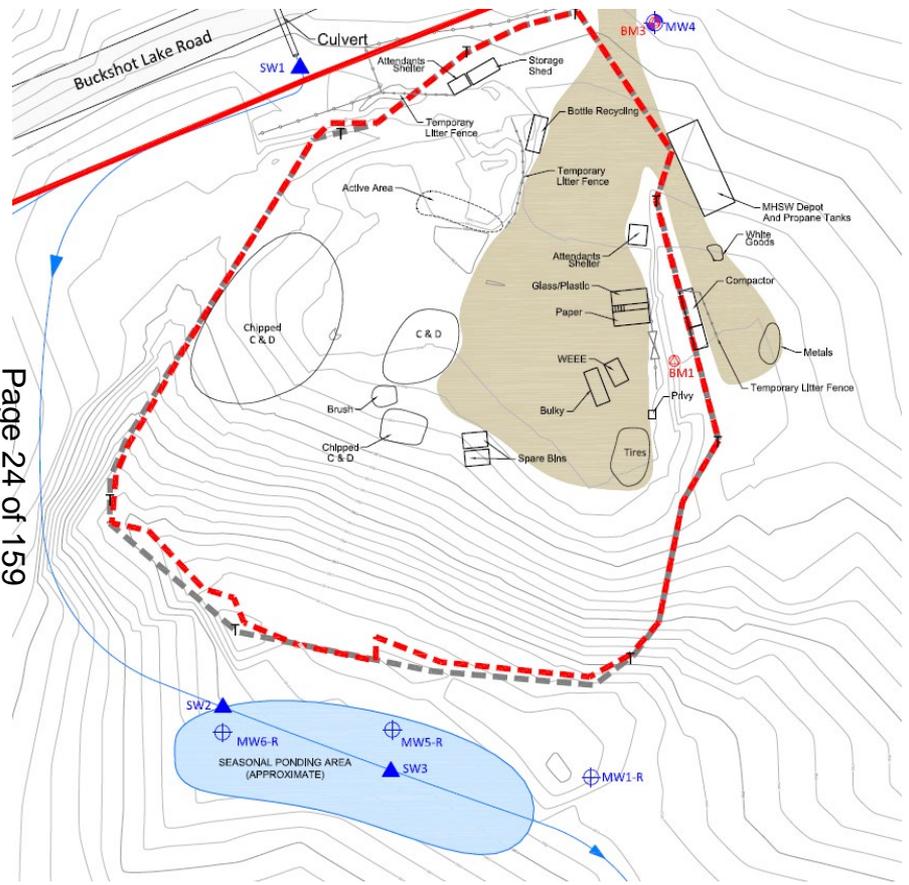
No adverse impacts to the off-site groundwater and surface water receptors

Landfill gas concentration remained low

The MECP completed a Site Inspection in July 2025. Numerous deficiencies were noted pertaining to cleanliness. Site improvements were made including installing privacy fencing along Buckshot Lake Road.

- A fire occurred in the chipped C&D stockpile in October 2025. The Spills Action Centre and District Manager were notified of the fire and no evidence of runoff leaving the Site was observed
- The Township should continue efforts to reduce blown litter notably to the south of the active area
- Operated in compliance with ECA

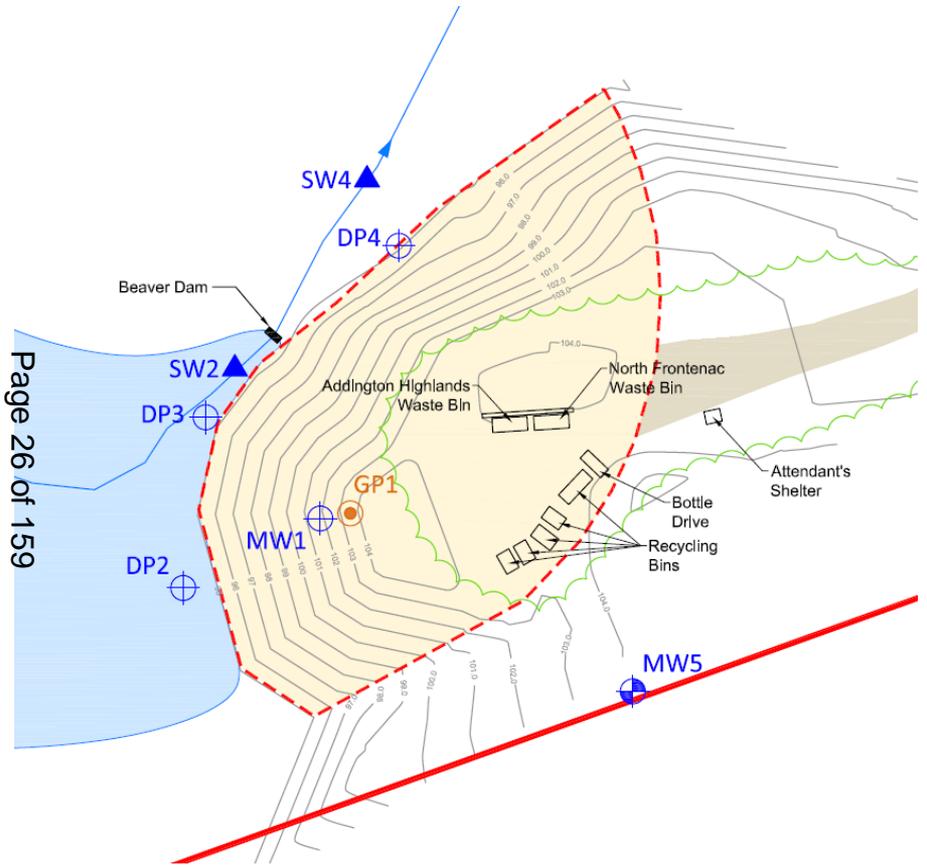




Cloyne Waste Disposal Site

- Transfer station, closed landfill (waste was hauled to various active Township sites in 2025)
- Shared site with Addington Highlands – shared blue box bins, with separate waste bins provided for each Township
- Monitoring, Reporting
- No adverse impacts expected off-site
- Ministry comments received in 2025 supported the discontinuation of the groundwater trigger mechanism, modifications to the surface water trigger mechanism, and the removal of three wells from the monitoring program
- Tier I of the surface water trigger mechanism was activated; Tier I report should be prepared (consistent with past years).
- Despite Township efforts, flooding continued in 2025. Passive flood management should continue as supported by the MECP.
- Toxicity testing was completed in 2023 and confirmed no adverse impacts were occurring. Toxicity testing should be completed once every five years unless surface water quality results dictate otherwise.
- The Township should continue to inspect and complete litter cleanups as required.
- Landfill gas concentration remained low
- Operated in compliance with ECA apart from a well compliance issue; DP2, DP3, and DP4 are to be decommissioned

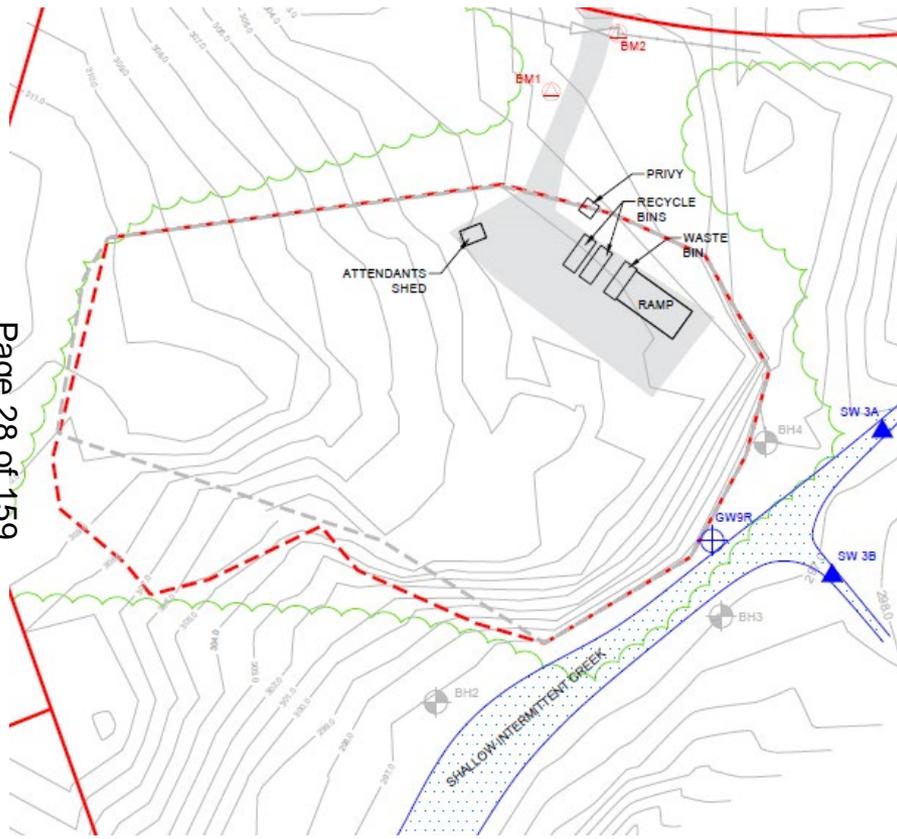




Ompah Waste Disposal Site

- Transfer station, closed landfill
- Monitoring, Reporting – every third year, occurred in 2023 (next in 2026)
- Trigger mechanism was not activated in 2023; no adverse impacts off-site in groundwater or surface water
- Operated in compliance with ECA

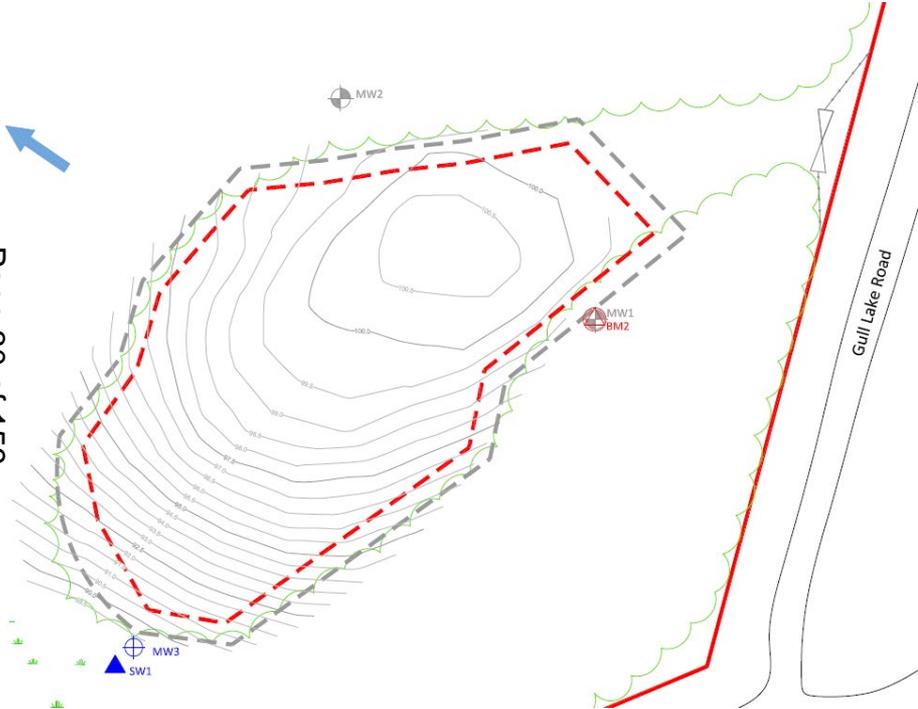




Gull Lake Waste Disposal Site

- Closed landfill (1991)
- Monitoring (once per year), Reporting (every two years)
- Weak leachate signature immediately adjacent waste mound at MW3 and SW1
- Impacts expected to attenuate before reaching Big Gull Lake
- Operated in compliance with ECA
- Monitoring program to continue

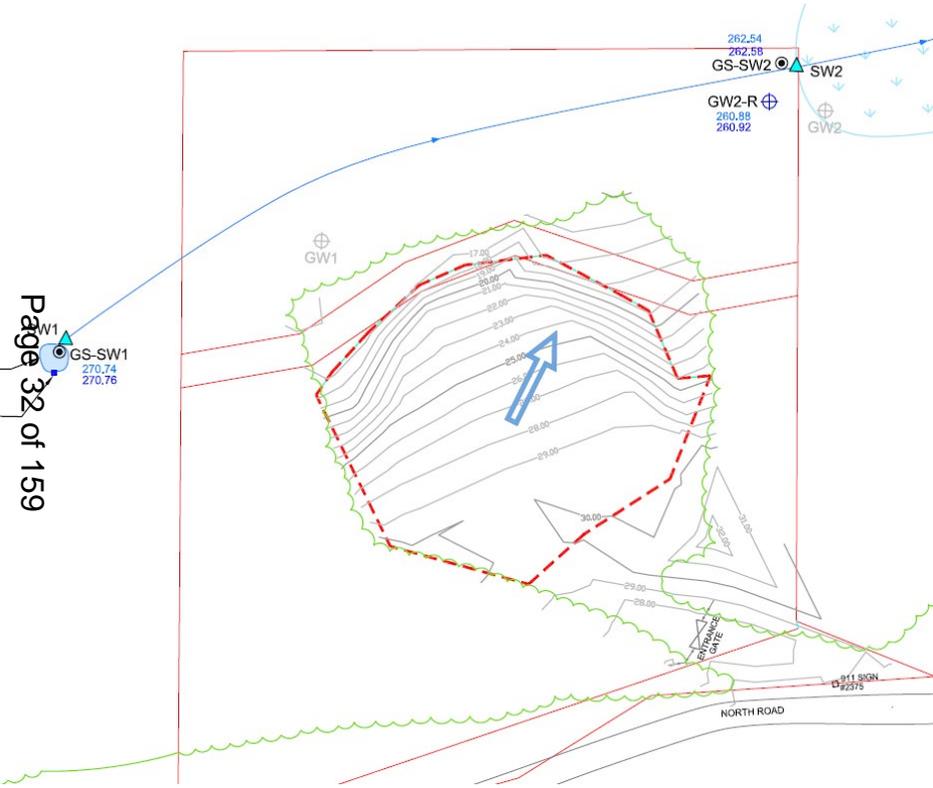




Fernleigh Waste Disposal Site

- Closed landfill (2002)
- MECP approval was received for the discontinuation of the annual monitoring and reporting program in 2025
- Recommended that annual site inspections continue to occur to ensure that there is no visual evidence of adverse impacts to SW2





CAMBIUM

Township Summary

- Township has a good training regiment for all staff
- Aesthetics – transfer stations and closed sites were well maintained
- Fire at Plevna WDS was managed without off-site impacts and was appropriately reported
- MECP Site Inspection at Plevna identified areas for improvement
- Contingency Plan to be completed at Kashwakamak
- Fernleigh monitoring and reporting program has been discontinued
- Draft Design and Operations Plan for Ardoch has been provided to the Township for Review



Landfill Capacity Update

	Active				Closed	Municipality
	506	Kashwakamak	Mississippi	Plevna	Ardoch ¹	2025
Approved waste disposal capacity (m ³)	40,000	26,200	28,825	39,500	30,325	164,850
Existing volume of capacity used (m ³)	22,270	10,105	9,535	18,345	11,895	72,150
Annual Volume Used in 2025 (m ³)	370	212	220	535	-	1,337
Remaining volume of capacity (m ³)	17,730	16,095	19,290	21,155	18,430	92,700
Average annual waste placement (m ³) ²	371	202	239	618	490	1,440
Remaining site life (years)	48	76	81	34	38	64 ³
<i>2024 Remaining Site Life</i>	<i>44</i>	<i>81</i>	<i>68</i>	<i>31</i>	<i>38</i>	<i>59</i>

Notes:

1. Ardoch is temporarily closed.
2. Based on the five-year average annual fill rate.
3. Remaining site life reduced to 52 years if Ardoch is not reopened.

Landfill Capacity Update – Annual Comparison

	Municipality					
	2025	2024	2023	2022	2021	2020
Approved waste disposal capacity (m ³)	164,850	164,850	164,850	164,850	164,850	164,850
Existing volume of capacity used (m ³)	72,150	70,825	70,890	69,295	67,710	66,705
Annual Volume Used (m ³)	1,325	1,175	1,595	1,695	1,205	1,440
Remaining volume of capacity (m ³)	92,700	94,025	93,960	95,555	97,140	98,145
Average annual waste placement (m ³)	1,440	1,600	1,744	1,724	1,691	2,000
Remaining site life (years)	64	59	54	55	57	49

Notes:

1. Remaining site life continues to increase across the Township due to a decrease in 5-year average annual waste placement at all sites. Decrease in average waste placement can be attributed to an increase in diversion practices, better compaction rates, etc.



2025 Diversion

Material	tonnes
Blue Box	
Comingled Containers	94.85
Comingled Paper/Fibre Products	72.76
C&D Materials and Bulky Items ^{1,2}	48.77
MHSW ¹	11.25
Propane Tanks ¹	0.16
Scrap Metal ^{1,2}	49.14
Single Use Batteries ¹	0.72
Tires ^{1,2}	3.50
WEEE ^{3,4}	4.91
White Goods ^{1,2}	2.68
Total	288.74 tonnes

Notes:

1. Materials accepted at 506, Mississippi, and Plevna
2. Hauled off-site by Kimco Steel
3. WEEE is only accepted at Plevna and 506
4. Hauled off-site by Dumpyz at Plevna and Redi Recycling at 506.

QUESTIONS?

Michael Pion, C.E.T.

Project Manager

c: 705.957.9042

e: mike.pion@cambium-inc.com

w: cambium-inc.com



To: Mayor and Members of Council
From: Darwyn Sproule, Public Works Manager, P. Eng.
Laura Manion, Public Works Administrative Assistant
Approved by: Kelly Watkins, CAO Back-up
Date of Meeting: 20 Mar 2026
Re: 2025 Annual Waste Management / Recycling Statistics and Year-End

Recommendation:

Be It Resolved That Council receives for information the Public Works Manager's Administrative Report entitled "2025 Annual Waste Management / Recycling Statistics and Year-End".

Background:

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

For 2025, recyclables collected and diverted from the Township's landfills were transported either in-house by the Waste / Recycling Hauler or by service providers (i.e. scrap metal, hazardous materials etc.). Throughout the year material is weighed and quantities are tracked to support applicable rebates and funding through the Datacall. The last year to report Blue Box material using the Datacall was 2024 given the transition to the Province's new Blue Box Program implementing producer responsibility. The Producer Responsibility Organization (PRO) for blue box recyclables is Circular Materials (CM) and they assumed responsibility on July 1, 2025 for the transition period.

Programs for Tires, Municipal Hazardous and Special Waste (MHSW) and Waste Electrical and Electronics Equipment (WEEE) previously transitioned to a PRO per the Resource Recovery and Circular Economy Act, 2016.

During the period from January 1 to June 30, 2025 the Township hauled Blue Box materials to E360 in Napanee. After transitioning to CM on July 1, 2025 the Township operated the Depots and hauled Blue Box materials to Waste Management with compensation from CM per our negotiated agreement. Residents saw little to no impact on the operation or level of service at the waste sites during this transition period, because the Township continued as the service provider.

Negotiations with CM regarding the Blue Box program for 2026 were completed and users again will see very few changes to the operation (other than new green bins) since the Township continues to operate the Depots.

Researched By:

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

Comments:

In 2025 we recycled 297 tonnes of material, a decrease from 350 tonnes in 2024. The decrease is attributable to scrap metal.

The major items include:

Blue Box

- Comingled paper products - 73 tonnes (an increase of 13 tonnes from 2024).
- Comingled containers (cans, plastic, glass) - 95 tonnes (slight decrease from 96 tonnes in 2024).

Total Blue Box quantity of 168 tonnes or 56% of the total quantity of material recycled, which is 12 tonnes more Blue Box materials recycled than 2024.

Scrap Metal

Recycled 52 tonnes of scrap metal or 16% of the total quantity recycled. This was a significant decrease from the 101 tonnes recycled in 2024, but the quantity in 2024 was higher than normal due to pickups previously deferred at the Township yards. The 2025 tonnage was an increase of 26 tonnes from 2023.

Bulky Waste

Recycled / diverted 49 tonnes of bulky waste or 16% of the total quantity recycled.

Municipal Hazardous and Special Waste Report (MHSW)

A total of 15 tonnes of MHSW was diverted in 2025, including 3.3 tonnes collected from Addington Highlands residents at the 506 Waste Site. The major items diverted are paint, oil and gasoline. The 2025 quantity is slightly higher than the 14 tonnes diverted in 2024. Although the 15 tonnes only represents 5% of the total quantity of material recycled, we are pleased with this program and the hazardous waste diverted each season.

Tires

We recycled 1065 tires, or 10.65 tonnes late in 2024. We received approximately 350 tires in 2025 at the three (3) Waste Sites but they were not picked up in 2025 so we don't have a tonnage. Pickup of tires continues to be a challenge.

Re-Use Centre

The Re-Use Centre had another successful season in 2025, diverting approximately 4.9 tonnes of reusable items, similar to the 2024 season.

Recycling and Waste Year-End Totals

Recycling rates (bag to bag) for 2025 remained consistent with 2022 to 2024 results, with 54% of the total bags received being recyclables. This is most certainly the result of our bag-for-bag recycling policy.

We continue to see an increase in the total number of bags (Waste and Recycling) received from 77,810 in 2022 to 88,278 in 2025, reflecting the increased demand on our Waste Sites.

Blue Box Program

On July 1, 2025 the Township transitioned the Blue Box Program to the Producer Responsibility Organization (PRO) Circular Materials. Based on an agreement signed with CM, the Township hauled Blue Box Materials to Waste Management in Napanee. The Township was compensated by

CM for hauling recyclables, a portion of our Depot operating costs, and promotion / education materials for the Blue Box program. In December 2025 new bins were delivered to all 6 Waste Disposal Sites in preparation for the full Blue Box Program transition on January 1, 2026.

Financial Impact:

In 2025 the Recycling expenses were budgeted at \$364,236, the actual unaudited expenses for 2025 is \$339,594.

Strategic Implications:

Optimize waste management practices through diversion, recycling and repurposing.



Regular Council Minutes

9:00 AM - Friday, February 27, 2026

Council Chambers

- Present:** Mayor Gerry Lichty; Deputy Mayor Roy Huetl; Councillor John Inglis; Councillor Wayne Good; Councillor Vernon Hermer; and Councillor Hage
- Absent with Regret:** Councillor Fred Fowler
- Also Present:** Corey Klatt, Chief Administrative Officer, Dipl. M.A.; Tara Mieske, Clerk/Planning Manager, Dipl. M.A.; Darwyn Sproule, Public Works Manager, P. Eng.; Adam Robinson, Director of Emergency Services; Brooke Ross, Manager of Community Development (MCD); Kelly Watkins, Treasurer, Dipl. M.A., M.M.; Don Reed, Chief Building Official (CBO); McKenzie Millar, Technical Services Officer (TSO); Sonya Bolton, Manager of Community Planning, County of Frontenac; and Dmitry Kurylovich, Project Manager/Senior Planner, County of Frontenac

1. Call to Order

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

2. Traditional Land Acknowledgement

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

3. Oath of Office

- a) *Mike Hage took the Oath of Office and was declared Councillor for Ward 1.*

4. Approval of Agenda

- a) *February 27, 2026*

55-26 Moved by Councillor Vernon Hermer, Seconded by Deputy Mayor Roy Huetl

Be It Resolved That Council approves the amended Agenda dated February 27, 2026, as amended to remove Item B1 for further discussion.

Carried

5. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

6. Business Profile

None.

7. Presentations

None.

8. Delegations

- a) ***Lindsay Nash, Outreach and Stewardship Coordinator, Quinte Conservation Authority: Green Municipal Fund - Growing Canada's Community Canopies***

56-26 Moved by Deputy Mayor Roy Huetl, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the presentation from Lindsay Nash, Outreach and Stewardship Coordinator, Quinte Conversation and thanks her for her time spent today;

And That Council supports Quinte Conservation's application for the Green Municipal Fund (GMF): Growing Canada's Community Canopies (GCCC) for existing and proposed planting projects with a focus on planting a diverse range of native tree and shrub species for long term/permanent forestry intentions;

And That Council instructs the Clerk to write a letter of support from North Frontenac Township to aid in Quinte Conservations Application to the GMF.

Carried

- b) ***Donald Morton Jr.: Proposed Definition Update to Zoning By-law #55-19 - Tiny Homes and Tiny Homes on Wheels***

57-26 Moved by Councillor Vernon Hermer, Seconded by Deputy Mayor Roy Huetl

Be It Resolved That Council receives for information a presentation from Donald Morton Jr. regarding a Proposed Definition Update to Zoning By-law #55-19 - Tiny Homes and Tiny Homes on Wheels; and thanks him for his time spent today.

Carried

9. Adoption of Minutes

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

58-26 Moved by Deputy Mayor Roy Huetl, Seconded by Councillor Vernon Hermer

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

1. A Public Meeting of Council held February 6, 2026; and
2. A Regular Meeting of Council held February 6, 2026.

Carried

10. Business Arising Out of Minutes

- a) ***Kaladar Barrie Joint Fire Committee: Resolution #06-26 - 2026 Draft Budget***
59-26 Moved by Councillor Vernon Hermer, Seconded by Deputy Mayor Roy Huetl

Whereas at the meeting held February 13, 2026, the Kaladar Barrie Joint Fire Committee passed Resolution #06-26 receiving for information the draft 2026 Budget for the Kaladar Barrie Fire Department and approved the budget with the following amendment;

- Increase contribution to reserves to \$250,000

Now Therefore Be It Resolved That Council receives for information the draft Kaladar Barrie Fire Department 2026 Budget;

And That Council approves the budget as approved in principle by the Committee;

And That Council instructs the Clerk to provide this Resolution to Fire Chief Cuddy, the Township of Addington Highlands' Clerk and the Joint Fire Committee.

Carried

- b) ***Council Portfolios: Appointment as the Lakelands Family Health Team Representative***
60-26 Moved by Deputy Mayor Roy Huetl, Seconded by Councillor Vernon Hermer

Be It Resolved That Council appoints the following Council member as the Lakelands Family Health Team Representative:

Councillor Mike Hage

Carried

- c) ***Resolution #427-25: Diabetes Canada Textile Donation Bins – Plevna & 506 Waste Site Locations***
61-26 Moved by Councillor Vernon Hermer, Seconded by Deputy Mayor Roy Huetl

Whereas at the meeting held December 12, 2025, Council received for information an Administrative Report from the Public Works Manager entitled "Diabetes Canada Textile Donation Bins – Plevna and 506 Waste Site Locations";

And Whereas Council approved By-law #2025-61 to enter into a Service Agreement with Diabetes Canada to provide two donation bins at the waste site locations;

Now Therefore Be It Resolved That Council receives for information a letter dated February 19, 2026 from Diabetes Canada advising they are unable to proceed with the proposed locations due to current operational limitations within the region.

Carried

11. Communications

- a) ***Clerk's Administrative Report - Communications 'A' Section***
62-26 Moved by Deputy Mayor Roy Huetl, Seconded by Councillor Vernon Hermer

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**

B2. MPP John Jordan: Motion for Rideshare Programs Provincial Regulatory Framework

63-26 Moved by Deputy Mayor Roy Huetl, Seconded by Councillor Vernon Hermer

Be it Resolved That Council receives for information a letter from the office of MPP John Jordan, Lanark-Frontenac-Kingston, advising MPP Jordan will be presenting a Motion to the House of the Provincial Legislature to establish a standardized regulatory framework for Rideshare programs;

And That a rural rideshare program would offer enhanced convenience and flexibility for residents; and has the potential to significantly impact regional economic development;

And That Council supports this proposal as it will provide Ontarians living in rural and northern areas with more transportation choice, and freedom, facilitating greater access to employment, education, and healthcare opportunities; therefore, presenting a seamless and consistent opportunity for all users regardless of geographic location;

And That Council instructs the Clerk to provide a letter of support to MPP Jordan.

Carried

12. Council, CAO, and Managers' Administrative Reports

a) **Sonya Bolton, Manager of Community Planning, County of Frontenac: Proposed Official Plan Amendment for Site Plan Control Policies**

Note: Brooke Drechsler, Deputy Clerk/Assistant to the Planning Manager (DC/APM), arrived at the meeting at this time.

64-26 Moved by Councillor Vernon Hermer, Seconded by Deputy Mayor Roy Huetl

Be It Resolved That Council receives for information the Planning Report prepared by Sonya Bolton, Manager of Community Planning with the County of Frontenac, entitled "Proposed Official Plan Amendment for Site Plan Control Policies";

And That Council will consider a By-law later in the meeting to adopt the proposed Official Plan Amendment Number 3 to update the Site Plan Control policies in the Township Official Plan;

And That Council direct staff to prepare and send the Official Plan Amendment package to the County of Frontenac for approval;

And That Council direct staff to draft a new Site Plan Control By-Law in accordance with the updated Official Plan policies and present the draft at a future Council meeting.

Carried

- b) ***Dmitry Kurylovich, Project Manager/Senior Planner, County of Frontenac: Proposed Official Plan Amendment to Permit up to Three (3) Dwelling Units on Rural and Hamlet Lots***

65-26 Moved by Deputy Mayor Roy Huetl, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Planning Report prepared by Dmitry Kurylovich, Project Manager/Senior Planner with the County of Frontenac, entitled "Proposed Official Plan Amendment to Permit up to Three (3) Dwelling Units on Rural and Hamlet Lots";

And That Council approves the Servicing Standards for Additional Residential Units (ARUs) as a stand-alone technical reference document to be used as terms-of-reference material for the development of Additional Residential Units;

And That Council will consider a By-law later in the meeting to adopt the proposed Official Plan Amendment Number 2 to permit up to three residential/dwelling units on lands designated as Rural or Hamlet;

And That Council directs staff to prepare and send the Official Plan Amendment package to the County of Frontenac for approval;

And That Council directs staff to begin the process of amending Zoning By-Law Number 55-19 to include provisions related to Additional Residential Units that comply with the updated Official Plan policies found in this amendment.

Carried

- c) ***Councillor John Inglis: Council Resolution Regarding Possible Alto Train Route.***

Note: The CBO, DC/APM and County Planning staff left the meeting at this time.

66-26 Moved by Deputy Mayor Roy Huetl, Seconded by Councillor Vernon Hermer

Be it Resolved That Council does not wish to host the ALTO high speed train route through the Township, as stated in the Resolution passed at the February 6, 2026 Council meeting. However, if a decision is made to traverse North Frontenac, due consideration must be given to the area's unique and pristine natural environment by ensuring the following:

- That the route not cross any lake waters;
- That wildlife corridors be installed every 500 meters along the route;
- That all public roads crossing the route be left continuous with an overpass or underpass;
- That the route stay clear of all lands being considered as a park around Crotch Lake;
- That interference with existing settlements and other land developments be as minimal as possible;
- That a community benefit payment be made to the Township annually, amounting to 5% or more of the total tax levy, for a period of 30 years or more; and
- That local businesses be used wherever possible during the construction and

operating phases of the project.

Defeated

- d) ***Clerk/Planning Manager: Use of Corporate Resources for Election Purposes Policy***
67-26 Moved by Councillor Vernon Hermer, Seconded by Deputy Mayor Roy Huetl

Be it Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Use of Corporate Resources for Election Purposes Policy";

And That Council will consider a By-law later in the Meeting to adopt a Use of Corporate Resources for Election Purposes Policy.

Carried

- e) ***Clerk/Planning Manager: Regulating Election Signs within the Township***
68-26 Moved by Deputy Mayor Roy Huetl, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Regulating Election Signs within the Township";

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

Carried

- f) ***Clerk/Planning Manager: Amendments to By-law #68-22 To Regulate Animals in the Township of North Frontenac***

69-26 Moved by Councillor Vernon Hermer, Seconded by Deputy Mayor Roy Huetl

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Amendments to By-law #68-22 To Regulate Animals in the Township of North Frontenac";

And That Council will consider a By-law later in the meeting to adopt the updated Animal Control By-law and repeal By-law #68-22.

Carried

- g) ***Director of Emergency Services/Fire Chief: Ministry of Natural Resources (MNR) Municipal Forest Fire Management Agreement Extension***

70-26 Moved by Deputy Mayor Roy Huetl, 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 "Ministry of Natural Resources (MNR) Municipal Forest Fire Management Agreement Extension";

And That Council instructs DESFC to sign the Extension Agreement for the Municipal Forest Fire Management Agreement, with the Ministry of Natural Resources for 2026 - 2031

And That Council instructs the Clerk to attach a copy of the Extension Agreement to the current Municipal Forest Fire Management Agreement dated January 18, 2016, By-Law

#10-16.

Carried

- h) ***Manager of Community Development: North Frontenac Parkland Annual Report 2025***

71-26 Moved by Councillor Vernon Hermer, Seconded by Deputy Mayor Roy Huetl

Be It Resolved That Council receives for information the Manager of Community Development's Administrative Report entitled "North Frontenac Parklands Annual Report 2025".

Carried

- i) ***Treasurer: 2025 Council/Committee Remuneration & Expenses***

72-26 Moved by Deputy Mayor Roy Huetl, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Treasurer's Administrative Report entitled "2025 Council/Committee Remuneration and Expenses".

Carried

- j) ***Note:***

- k) ***Note:***

- l) ***Note:***

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

- a) ***Joint Health & Safety Committee***

73-26 Moved by Councillor Vernon Hermer, Seconded by Deputy Mayor Roy Huetl

Be It Resolved That Council receives for information the Minutes of a Meeting of the Joint Health & Safety Committee dated November 12, 2025.

Carried

- b) ***Housing Advisory Task Force***

74-26 Moved by Deputy Mayor Roy Huetl, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Notes of a Meeting of the Housing Advisory Task Force held February 11, 2026.

Carried

- c) ***Economic Development Task Force***

75-26 Moved by Councillor Vernon Hermer, Seconded by Deputy Mayor Roy Huetl

Be It Resolved That Council receives for information the Notes of a Meeting of the Economic Development Task Force held February 17, 2026.

Carried

d) ***Kaladar Barrie Joint Fire Committee***

76-26 Moved by Deputy Mayor Roy Huetl, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Minutes of a Meeting of the Joint Fire Committee held December 19, 2025.

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)

None.

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:***

77-26 Moved by Councillor Wayne Good, Seconded by Mike Hage

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

- #2026-13 To Adopt a Use of Corporate Resources for Elections Purposes Policy;
- #2026-14 To Adopt an Animal Control By-law and Establish Set Fines;
- #2026-15 To Adopt an Elections Signs Policy;
- #2026-16 To Approve an Official Plan Amendment regarding Additional Residential Units;
- #2026-17 To Approve an Official Plan Amendment regarding Site Plan Control Policies;

And That these By-laws 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.

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

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

19. Closed Session

- a) *Closed Meeting of Council*

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

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

- a. *Adopted Minutes of a Closed Meeting held February 6, 2026;*
- b. *Received a Request under the Municipal Freedom of Information and Protection of Privacy Act, if the council, board, commission or other body is the head of an institution for the purposes of that Act;*
- c. *Discussed Litigation or Potential Litigation, including matters before administrative tribunals, affecting the Municipality or local board, more specifically Notice of Legal Proceedings received.*

21. Confirmatory By-law

- a) *Confirming By-law #2026-18*

79-26 Moved by Mike Hage, Seconded by Councillor Wayne Good

Be It Resolved That By-law #2026-18, being a By-law to confirm all actions and proceedings of Council for its Regular Meeting held February 27, 2026, be read a first, second, and third time and finally passed.

Carried

22. Adjournment

- a) *Adjournment of Meeting*

80-26 Moved by Councillor Wayne Good, Seconded by Mike Hage

Be It Resolved That Council adjourns the Meeting at 11:09 a.m. until March 20, 2026, or at the call of the Chair.

Carried

Mayor

Clerk

- 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

Sent: March 9, 2026 8:42 AM

Subject: March 20th Business Arising - Dog Tag Fee Error in Insert

Tara – Can you please add to the Business Arising for the March 20, 2026 Agenda.

A Tax Bill Insert was included with the Interim Tax Bills, which provided information regarding Dog Tag Fees and renewals. Unfortunately, the insert contained an error and listed the incorrect fee amount.

Since discovering the error, the Township has issued a correction (see attached) through social media, the municipal website, and by posting a notice at the front entrance of the municipal office. However, many residents typically submit their dog tag renewals together with their property tax payments by mail and, as a result, some payments have already been received using the incorrect fee amount.

Given that the difference is \$5 per tag, the administrative cost of contacting residents by mail to collect the additional amount would exceed the value of the fee difference.

Therefore, staff are requesting Council approval to accept the \$10 dog tag fee for renewals received by mail where that amount has already been submitted. For residents who call or attend the office in person, staff will advise them of the error and collect the correct fee of \$15.

This approach would apply only until March 31. After March 31, when the fee increases in accordance with the Fees and Charges By-law, staff will ensure that the correct fee is collected.

Thank you,

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



Township of
North Frontenac



Notice

Dog Tag Fees Correction

Recently we mailed inserts with the 2026 Interim Tax Bills which contained an error in the fees for dog tags.

Per Bylaw #2026-02 Schedule A(4)- the prices are as follows:

Dog tags purchased on or before March 31: \$15

Dog tags purchased on or after April 1: \$25

Lifetime dog tags: \$100

We apologize for any inconvenience or confusion this may have caused.



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

Date: April 25, 2025

Resolution # 136-25

Moved By:
Deputy Mayor Roy Huetl

Seconded By:
Councillor Vernon Hermer

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

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

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

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

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

Carried

Mayor

Invasive Species Centre

Summary of Watercraft Cleaning Unit Usage at Quinte Conservation, 2025

Prepared By:

Invasive Species Centre

Sault Ste. Marie, Ontario

Completed for Quinte Conservation



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1. Introduction

1.1 Background

Quinte Conservation and the Invasive Species Centre share an interest in preventing the spread of aquatic invasive species (AIS) from one lake or river to another. One of the main pathways of aquatic invasive spread is through boating. Invasive plants, mussels, and other aquatic species can hitchhike on boats and trailers, traveling from one location to another. This can have significant environmental, societal, and economic impacts on the introduced location. The Province of Ontario has recognized the need to manage this watercraft pathway and has recently developed new regulations and guidance. This project aims to support the provincial invasive species strategy and conservation areas' policies and goals.

1.2 Water Soldier in the Bay of Quinte

Stratiotes aloides, more commonly known as water soldier, is a submerged, perennial aquatic plant that has long, thin, serrated leaves which grow in a rosette formation, somewhat resembling an aloe plant. It was first discovered in the Bay of Quinte in 2021. The Bay of Quinte has ideal habitat for water soldier as it provides mesotrophic and eutrophic conditions and has water depths up to five meters. Water soldier forms dense mats that crowd out other vegetation and alter water chemistry, causing decreased biodiversity of native aquatic species. Though it can be submerged up to five meters, during summer months, water soldier floats up to the water's surface posing a threat to recreational activities such as fishing, boating and swimming. Boat motors can break up plants allowing them to spread and invade new areas. Water soldiers' sharp serrated leaves can also cut swimmers and any individuals who handle this plant. Since 2022, there has been active monitoring and management in the Bay of Quinte as it was found to have spread further than the initial detection in 2021.

1.3 Equipment description

The cleaning unit is mounted to a trailer and is powered by solar panels enabling fully remote (i.e., no power, etc.) deployment. The unit contains a series of tools and features to enable users to enhance watercraft cleaning efforts including:

- Air compressor to blow water and other AIS from watercraft or equipment
- Weed grabbing tool to remove vegetation from watercraft or equipment
- Plug wrench to help remove drain plugs from transom
- Hard bristle brush to remove any attached AIS from watercraft or equipment
- Wet/dry vacuum to clean any hard-to-reach areas (i.e., live wells, bait buckets, etc.)
- Mounted lighting (top) to enable early and late cleaning of watercraft and equipment

All equipment (i.e., tools, solar panels, and battery, etc.) are equipped with sensors to track usage and operational status. The unit's location is also tracked by GPS. At regular intervals, the CD3 uploads this collected information to a cloud computing system which is monitored by ISC staff to ensure system performance. Regular maintenance is limited. Periodic vacuum storage tank pump out (i.e., 1-2 times per summer) will be arranged by ISC staff as tank levels require. Periodic visual inspections (i.e., check for vandalism, ensure hoses are tidy, etc.) completed by local partners would be appreciated to ensure the CD3 is effective in preventing AIS spread.

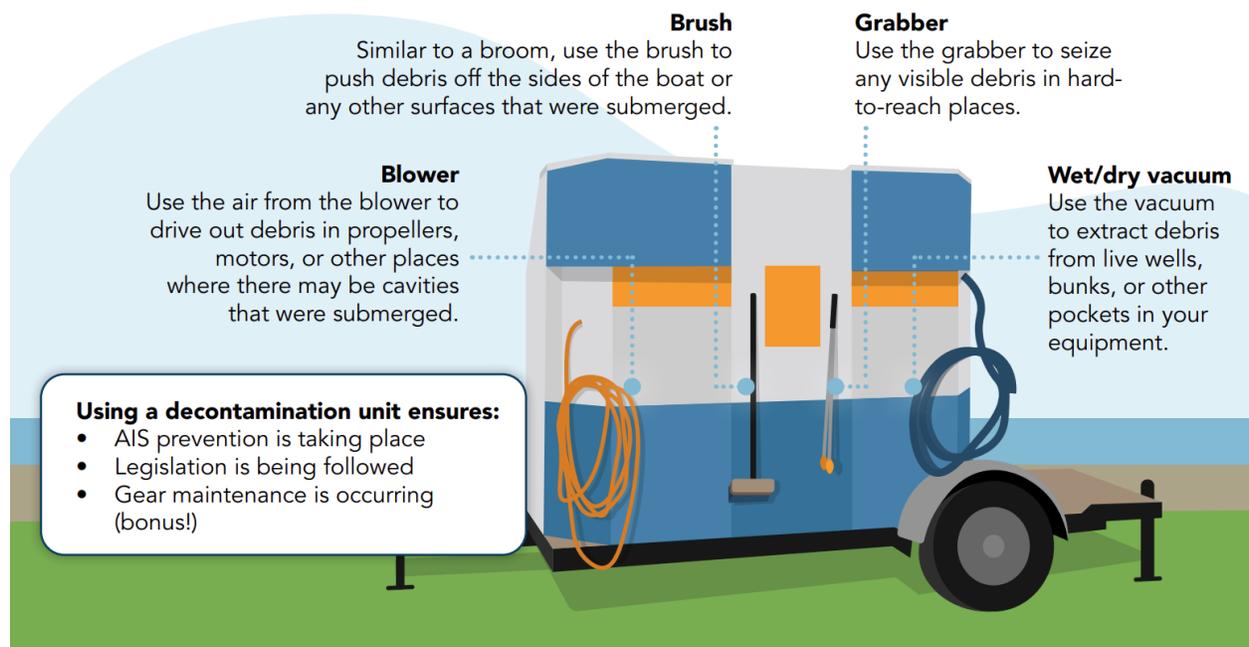


Figure 1: Watercraft cleaning unit tool description.

2. Watercraft Cleaning Usage

2.1 Total Usage by Month

The following statistics were taken from the CD3 Systems Remote Portal (Figure 2; Table 1). The dates of the statistics range from May 16th to October 14th, 2025.

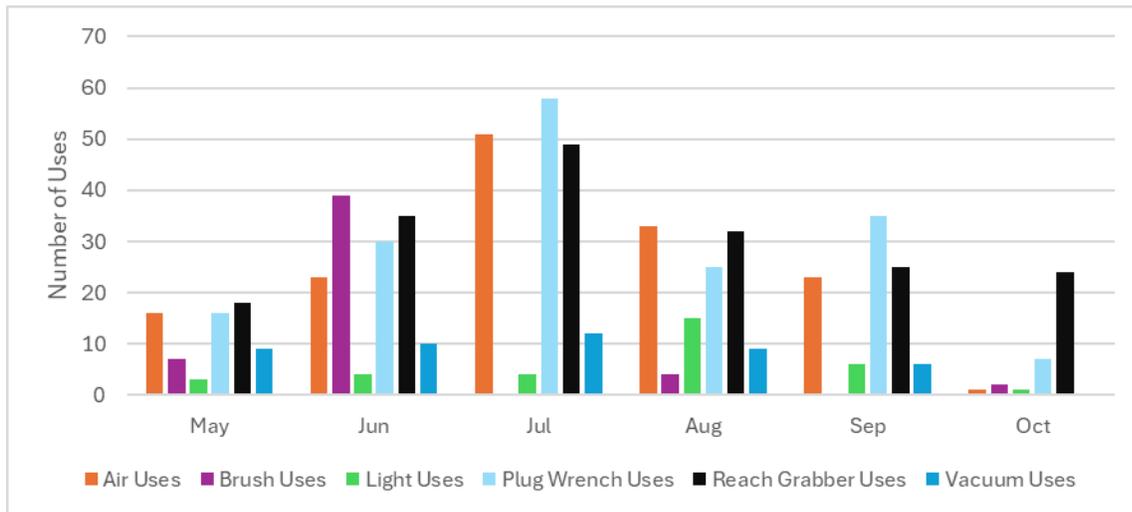


Figure 2: Total tool usage by month in 2025 from May to October.

Table 1: Tool usage by month in 2025 including total use from May to October.

Month	Air Uses	Brush Uses	Light Uses	Plug Wrench Uses	Reach Grabber Uses	Vacuum Uses	Total	Percentage
May	16	7	3	16	18	9	69	11%
June	23	39	4	30	35	10	141	22%
July	51	0	4	58	49	12	174	28%
August	33	4	15	25	32	9	118	19%
September	23	0	6	35	25	6	95	15%
October	1	2	1	7	24	0	35	6%
Total	147	52	33	171	183	46	632	
Percentage	23%	8%	5%	27%	29%	7%		

Tool usage by month indicates the amount in which each tool was used each month of the watercraft cleaning unit’s deployment. The current models indicate that the tools were typically used more in the summer months, with the Air, Reach Grabber, and Plug Wrench being the most popular items. It should also be noted that the unit was only available for use for 16 days in May and 14 days in October.

2.2 Total Usage by Individual Tool

Individual tool usage refers to the total amount of usage of each tool from May to October in 2025. As shown in Figure 3 and Table 2, the Reach Grabber, Plug Wrench, and Air functions were the most used tools, with 183, 171 and 147 total uses, respectively.

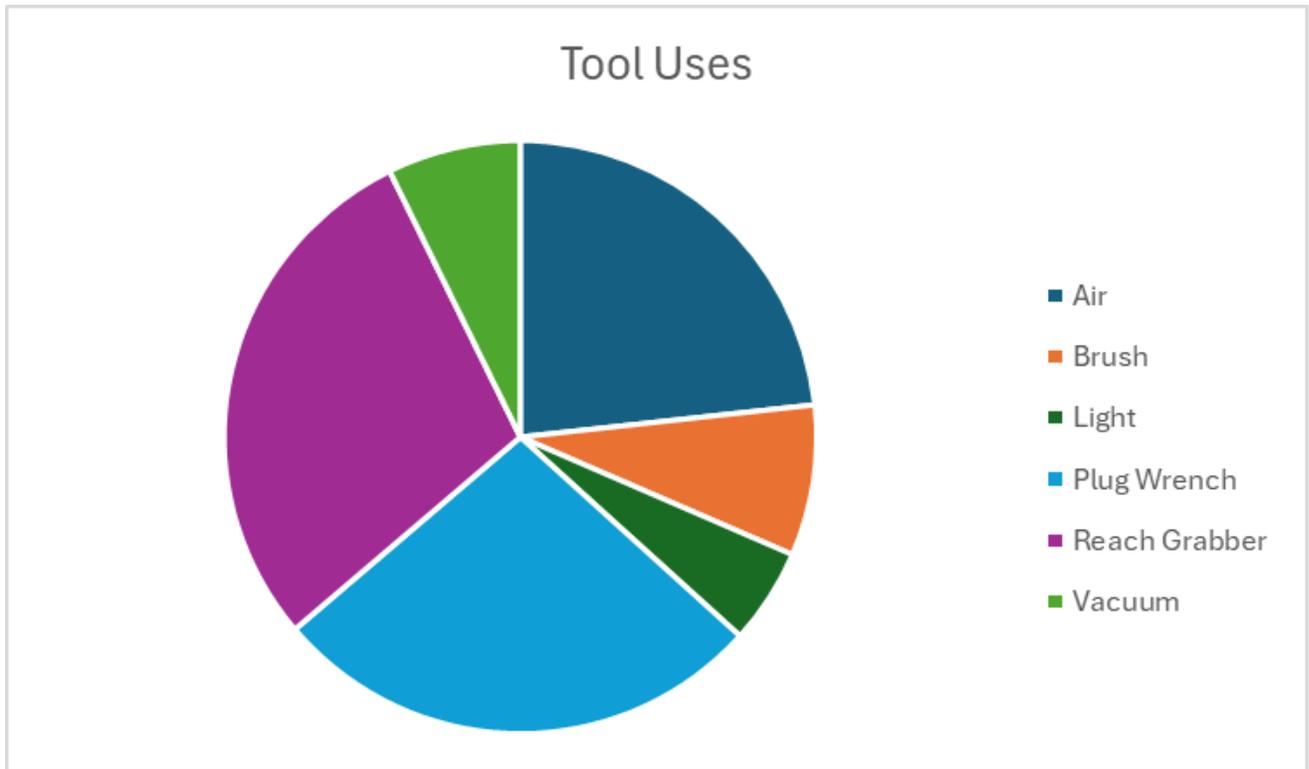


Figure 3: Proportions of total tool usage in 2025 season.

Table 2: Total tool usage in 2025 season.

Tool	Total Number of Uses
Air	147
Brush	52
Light	33
Plug Wrench	171
Reach Grabber	183
Vacuum	46
Total	632

2.3 Number of Sessions

A 'session' is considered a single interaction a user has with the machine. This may include multiple tools being used during the same watercraft cleaning visit.

Table 3: Number of sessions on the watercraft cleaning unit in 2025.

Sessions							
May	June	July	August	September	October	Total	Percentage
17	30	58	55	48	9	217	82%

Based on the data collected, users had 217 sessions with this unit (Table 3). Most of these sessions took place between July and September.

2.4 User Data Summary

The 2025 season consisted of 152 days, for the purpose of this report. The average use was calculated by dividing the number of 'Raw Uses' by the number of days the unit was active (May 16th to October 14th, 2025).

Table 4: The average use per day of tools on the watercraft cleaning unit in 2025.

Tool	Raw Uses	Uses per Day
Air	147	0.97
Brush	52	0.34
Light	33	0.22
Plug Wrench	171	1.13
Reach Grabber	183	1.20
Vacuum	46	0.30
Total Number of CD3 Uses (Sessions)	217	1.43

Based on the data collected, this unit was used just under 1.5 times per day during its deployment (Table 4).

3. Summary Analysis

3.1 Summary

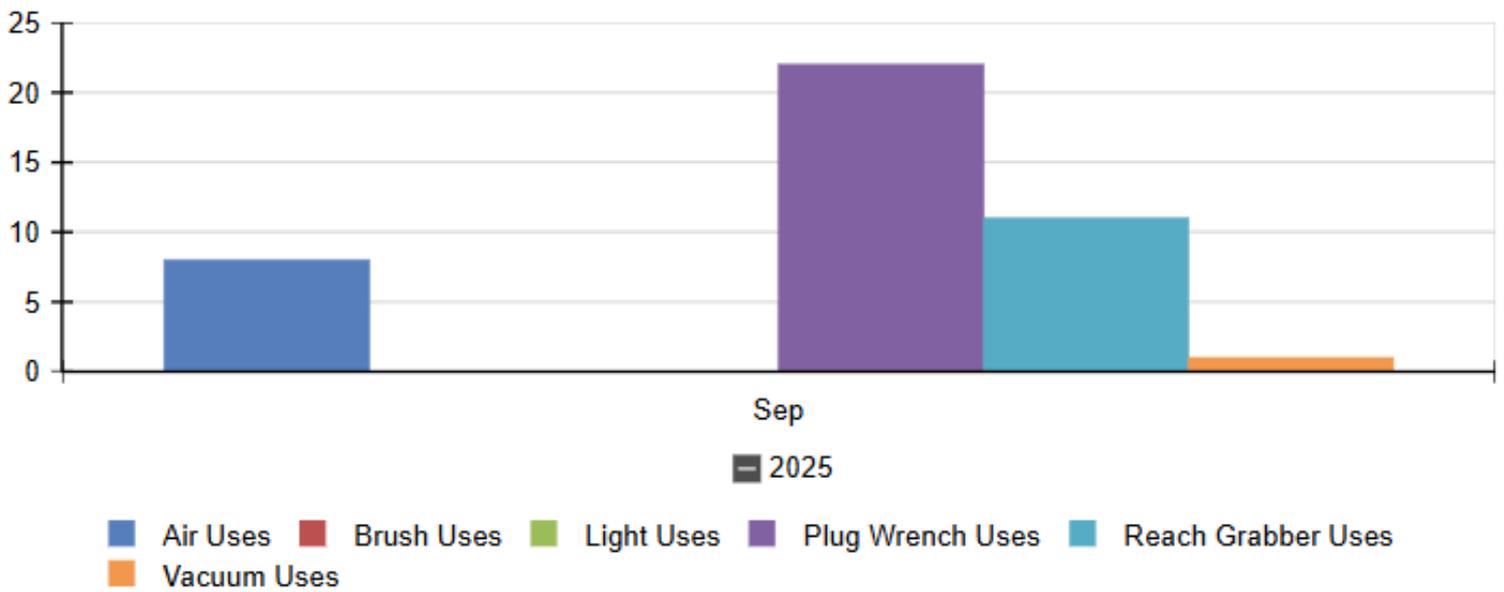
The watercraft cleaning unit deployment at Quinte Conservation was a successful project and collaboration with the Invasive Species Centre. During the 2025 season, the unit was used by approximately 217 different users, which indicates an average of about one and a half uses per day over a 152-day period (Table 4). The usage of the watercraft cleaning unit was greater in the summer months. Any usage of the unit is a positive step in AIS mitigation.

3.2 Next Steps

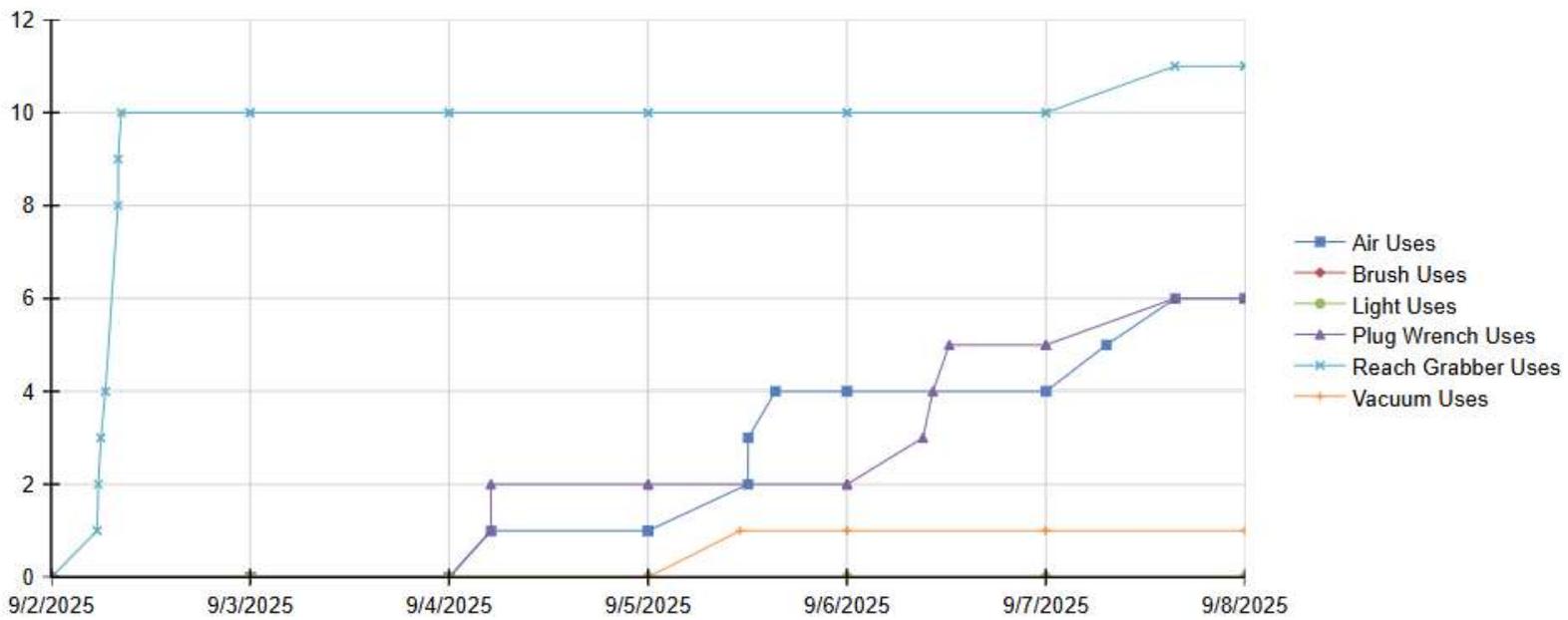
- Quinte Conservation would benefit from continued messaging on Clean, Drain, Dry principles to continue to foster public awareness and mitigate the spread of invasive species between water bodies throughout the Quinte watershed.
- Including more signage and messaging on water soldier, and other invasive species at various boat launches, may help give users a more contextualized perspective of the threat of invasive species. Conservation area users may be interested in the impacts that could influence their experience and their enjoyment in these natural spaces, and in turn, may be more interested in partaking in preventative measures.
- The manufacturer of the watercraft cleaning unit frequently recommends that a localized logo is developed for the unit. Locally adapted messaging continues to be an effective tool for communication and could include local species at risk and the aquatic invasive species that are meant to be prevented.

Palmerston Lake

Location	Month Name	Air Uses	Brush Uses	Light Uses	Plug Wrench Uses	Reach Grabber Uses	Vacuum Uses
Canada Invasive Species Centre: Trailer 2	Sep	8	0	0	22	11	1

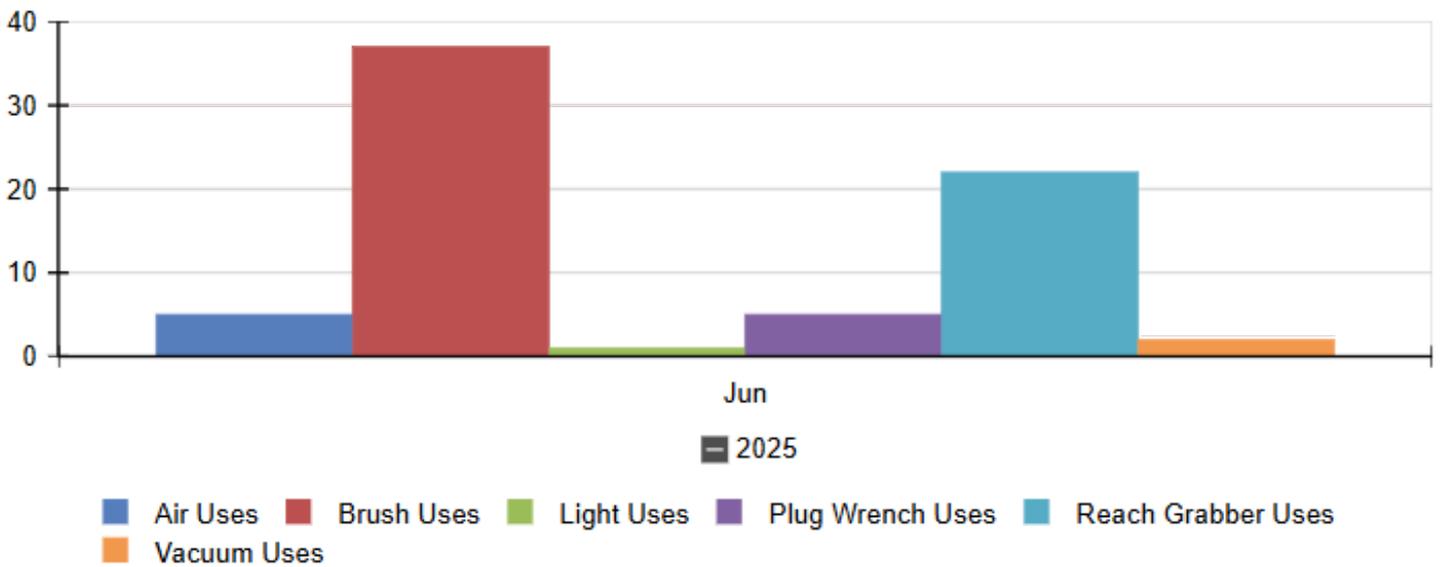


Tool Counts

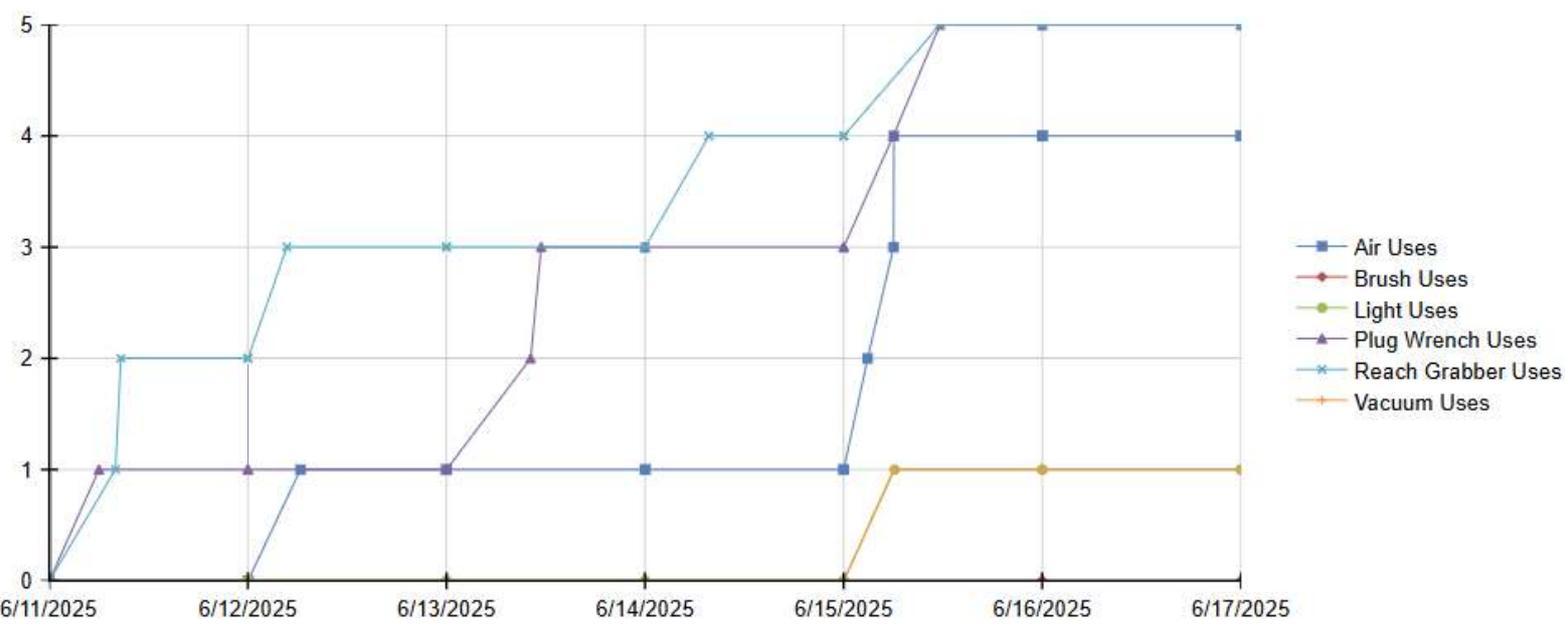


Kashwakamak Lake

Location	Month Name	Air Uses	Brush Uses	Light Uses	Plug Wrench Uses	Reach Grabber Uses	Vacuum Uses
Canada Invasive Species Centre: Trailer 2	Jun	5	37	1	5	22	2

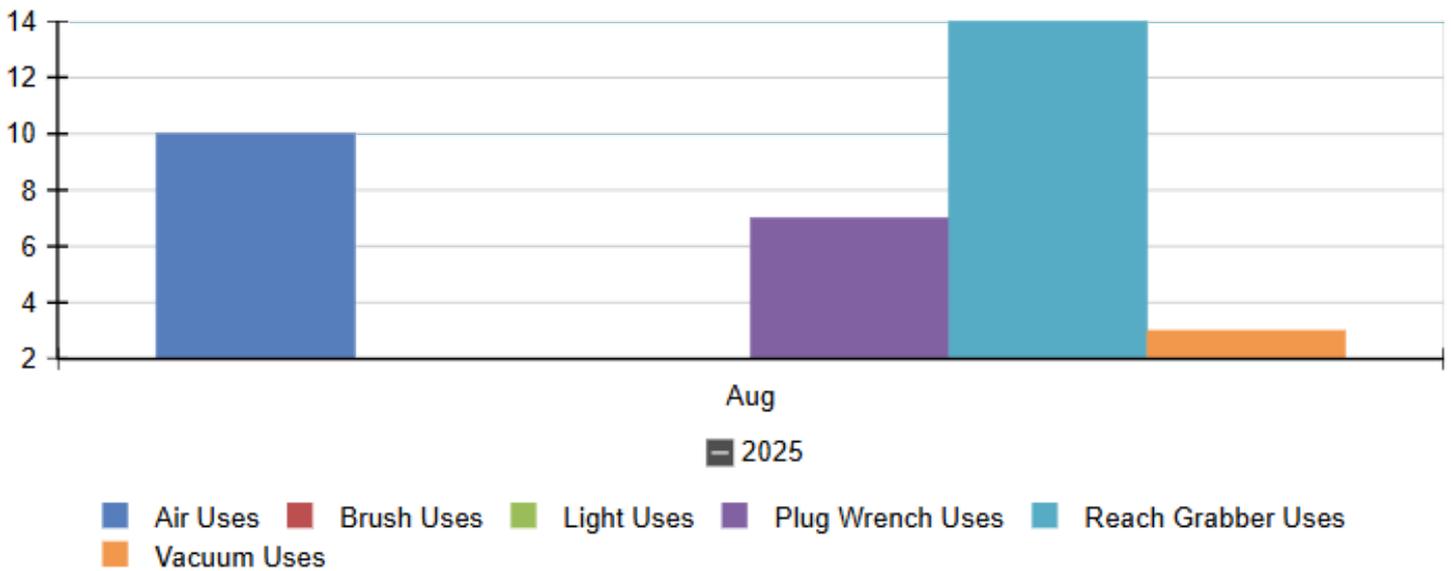


Tool Counts

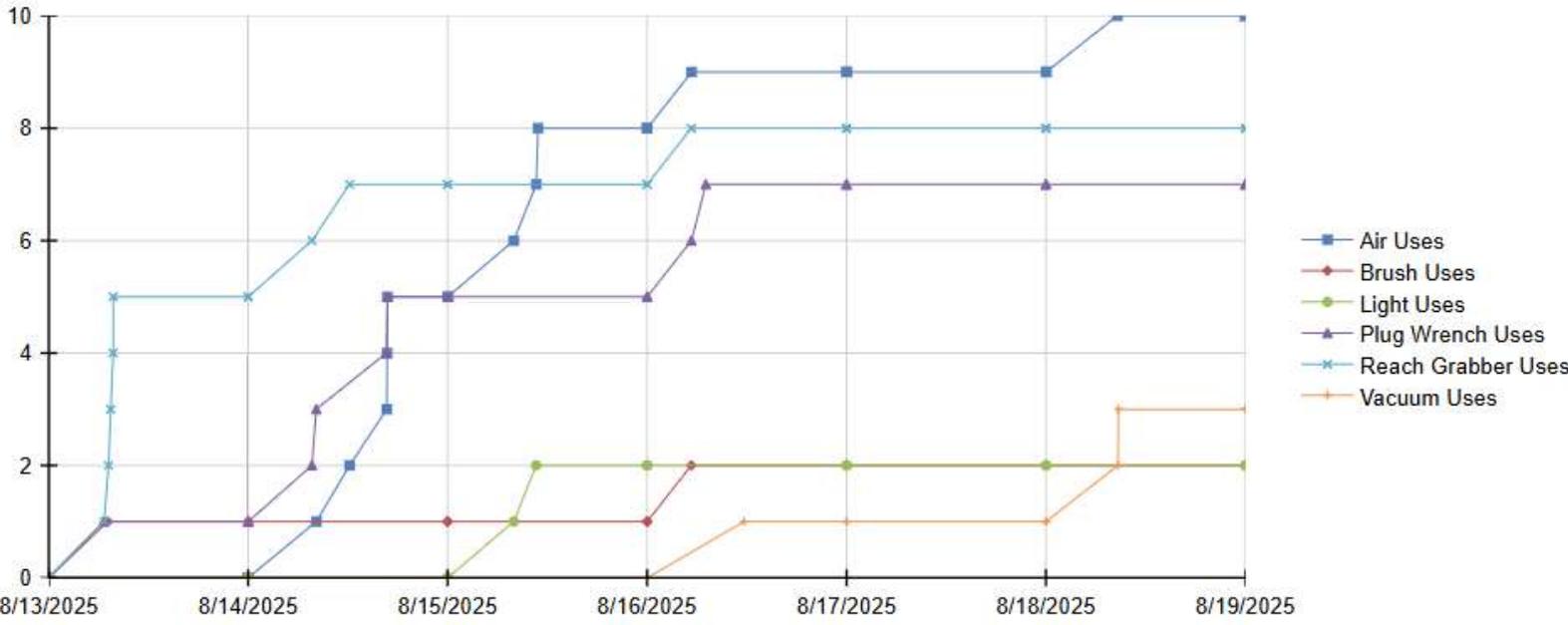


Mazinaw Lake

Location	Month Name	Air Uses	Brush Uses	Light Uses	Plug Wrench Uses	Reach Grabber Uses	Vacuum Uses
Canada Invasive Species Centre: Trailer 2	Aug	10	2	2	7	14	3



Tool Counts



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: 20 Mar 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. File #A01/26 - Request for Permission - 1075 Chalmers Lane (Gee)
2. Township of Perry re: Request for Support - Reduced Rate Distribution of Library Resources
3. Municipality of Magnetawan re: Broadband Costs
4. Township of Puslinch re: Request for Support - Invest Ready Certified Site Designation
5. Township of Puslinch re: Top Aggregate Producing Municipalities of Ontario - January 2026 Newsletter
6. MVCA re: Board Summary Report - February 9, 2026 MVCA Board of Directors Meeting
7. File #A03/26 - Request for Permission - 1052 Ridgeway Lane (Strong)
8. Severance File #B01/26 and Minor Variance File #A02/26 - 2975 Ardoch Road (Weiss)
9. Severance File #B02/26, B03/26 & B04/26 - Creation of New Lot and ROWs - Hamilton Hills Lane (McNab/Campbell)
10. MP Scott Reid re: Petition Opposing Alto High Speed Rail
11. Algonquin and Lakeshore Catholic District School Board re: 2026 Trustee Determination and Distribution Report
12. Ombudsman Ontario re: February Newsletter
13. Papineau-Cameron Township re: Request for Support - Ontario Veterinary College Enrollment Capacity
14. Cottage Life Article re: The 10 best places for Late - Winter Stargazing in Canada - North Frontenac Astronomy Park
15. Eastern Ontario Regional Network re: Monthly Update - February 2026 - Frontenac County Townships
16. Township of Addington Highlands re: Resolution - ALTO High Speed Rail Project
17. Region of York re: Request for Support - Circular Materials Ontario
18. Township of McNab/Braeside re: Request for Support - Ontario Heritage Organization Development Grant Advocacy
19. Manager of Community Development re: EV Charger Monthly Reports - January and February 2026
20. Ministry of Environment, Conservation and Parks re: Decision Notice on the Proposed Boundaries for the Regional Consolidation of Ontario's Conservation Authorities
21. Ministry of Rural Affairs re: Community Economic Development Update

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

1. Municipality of St. Charles re: Request for Support - Strengthening Self-Defence Protections and Addressing Rising Home Invasions in Ontario

The Corporation of the Municipality of St. Charles
RESOLUTION PAGE



Regular Meeting of Council

Agenda Number: 5.4.1.
Resolution Number 2026-022
Title: Resolution of Support - Moosonee - Strengthening Self-Defence Protections and Addressing Rising Home Invasions in Ontario
Date: February 18, 2026

Moved by: Councillor Pothier
Seconded by: Councillor Lachance

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby supports Resolution Number 2026-008 passed on January 6, 2026 by the Corporation of the Town of Moosonee regarding strengthening self-defence protections and addressing rising home invasions in Ontario; AND BE IT FURTHER RESOLVED THAT a copy of this Resolution be sent to the Prime Minister of Canada, the Minister of Justice and Attorney General of Canada, the Premier of Ontario, the Attorney General of Ontario, the Solicitor General of Ontario, our local Member of Parliament (MP), our local Member of Provincial Parliament (MPP), and all Ontario Municipalities.

CARRIED


MAYOR



The Corporation of the Town of Moosonee Council Resolution

Touch the Edge of the Arctic!

Date: January 6, 2026

Strengthening Self-Defence Protections and Addressing Rising Home Invasions in Ontario
Resolution Number : 2026-008

Moved By: Councillor Susan Hunter

Seconded By: Councillor Diande Ryder

WHEREAS violent home invasions have increased in several regions of Ontario, creating growing fear and frustrating among residents;
AND WHEREAS Ontario homeowners increasingly believe that current self-defence laws do not provide sufficient and clear protection for individuals who lawfully defend themselves and their families during violent intrusions;
AND WHEREAS rural residents often experience police response times that can exceed 30 minutes or more, leaving citizens without immediate protection when confronted with life-threatening emergencies;
AND WHEREAS the absence of “home invasions” as a distinct offence in the crime and responding appropriately;
AND WHEREAS the Province of Ontario has repeatedly called for strengthened homeowner protections, including consideration of castle-law-style provisions, and for the federal government to act;
AND WHEREAS residents expect all levels of government to take decisive action to address gaps that leave families vulnerable in their own home;

NOW THEREFORE BE IT RESOLVED THAT:

1. The Corporation of the Town of Moosonee strongly supports the Province of Ontario’s call for strengthened homeowner self-defence protection, including the adoption of clear and robust “castle law”-type provisions to ensure that law-abiding residents can protect themselves without fear of unjust prosecution.
2. Council calls on the Government of Canada to immediately prioritize reforms to the Criminal Code that strengthen and clarify the rights of homeowners who act in legitimate self-defence during violent home invasions.
3. Council demands that the federal government amend the Uniform Crime Reporting system to classify “home invasion” as a distinct criminal offence, allowing for accurate tracking, targeted enforcement, and informed public policy.
4. Council urges the Province of Ontario to take stronger action to monitor, publish, and improve police response times in rural and northern communities, and to ensure that residents are not left unprotected due to resourcing shortages.
5. Council encourages all Ontario municipalities to adopt similar resolutions to demonstrate a unified municipal voice calling for urgent reforms that protect citizens in their homes.

BE IT FURTHER RESOLVED THAT copies of this resolution be forwarded to:
The Prime Ministers of Canada, The Minister of Justice and Attorney General of
Canada. The Premier of Ontario, The Attorney General of Ontario, The Solicitor General
of Ontario, MPP Vic Fedeli, and all Ontario municipalities.

Results: Carried



Boblin Giardino
Municipal Clerk

Strengthening Self-Defence Protections and Addressing Rising Home Invasions in Ontario

Agenda Item: Resolution – Background Report (Submitted by Mayor Gould)

Ontario Premier Doug Ford has repeatedly called for a review or adoption of “castle laws” in Canada, beginning June 16, 2025, and continuing in August and October of 2025. Premier Ford has emphasized that Ontario families must feel safe in their homes and that law-abiding residents should not face legal uncertainty when legitimately defending themselves from violent intruders.

Several urban and suburban regions, including York and Peel, have experienced a documented rise in violent home invasions and have established dedicated task forces to address this trend. In contrast, rural communities lack reliable statistics because “home invasion” is not recognized as a distinct offence under the national Uniform Crime Reporting (UCR) system. As a result, these incidents are recorded under broader categories such as break-and-enter or assault, making it difficult to assess the true scale of the problem outside major urban centres.

Rural residents face additional vulnerabilities due to limited policing resources and significantly longer emergency response times, which can leave homeowners without immediate protection during life-threatening situations. These conditions highlight the need for clearer legal protections for homeowners, improved crime-tracking practices, and decisive action from both provincial and federal governments to enhance public safety.

Resolution: Strengthening Self-Defence Protections and Addressing Rising Home Invasions in Ontario

WHEREAS violent home invasions have increased in several regions of Ontario, creating growing fear and frustration among residents;

AND WHEREAS Ontario homeowners increasingly believe that current self-defence laws do not provide sufficient or clear protection for individuals who lawfully defend themselves and their families during violent intrusions;

AND WHEREAS rural residents often experience police response times that can exceed 30 minutes or more, leaving citizens without immediate protection when confronted with life-threatening emergencies;

AND WHEREAS the absence of “home invasion” as a distinct offence in the national Uniform Crime Reporting system prevents governments from understanding the true scale of this crime and responding appropriately;

AND WHEREAS the Province of Ontario has repeatedly called for strengthened homeowner protections, including consideration of castle-law-style provisions, and for the federal government to act;

AND WHEREAS residents expect all levels of government to take decisive action to address gaps that leave families vulnerable in their own homes;

NOW THEREFORE BE IT RESOLVED THAT:

- 1. The Municipality of Calvin strongly supports the Province of Ontario's call for strengthened homeowner self-defence protections, including the adoption of clear and robust “castle law”-type provisions to ensure that law-abiding residents can protect themselves without fear of unjust prosecution.**
- 2. Council calls on the Government of Canada to immediately prioritize reforms to the Criminal Code that strengthen and clarify the rights of homeowners who act in legitimate self-defence during violent home invasions.**
- 3. Council demands that the federal government amend the Uniform Crime Reporting system to classify “home invasion” as a distinct criminal offence, allowing for accurate tracking, targeted enforcement, and informed public policy.**
- 4. Council urges the Province of Ontario to take stronger action to monitor, publish, and improve police response times in rural and northern communities, and to ensure that residents are not left unprotected due to resourcing shortages.**

5. Council encourages all Ontario municipalities to adopt similar resolutions to demonstrate a unified municipal voice calling for urgent reforms that protect citizens in their homes.

**BE IT FURTHER RESOLVED THAT copies of this resolution be forwarded to:
The Prime Minister of Canada, The Minister of Justice and Attorney General of Canada.
The Premier of Ontario, The Attorney General of Ontario, The Solicitor General of Ontario,
MPP Vic Fedeli, and all Ontario municipalities.**

To: Mayor and Members of Council
From: Mike Hage,
Approved by:
Date of Meeting: 20 Mar 2026
Re: Youth Entrepreneurship Initiatives, Incentive & Retention Programs

Recommendation:

Be It Resolved That Council receives for information Councillor Hage's Administrative Report entitled "Youth Entrepreneurship Initiatives, Incentive & Retention Programs";

And That Council recommends this initiative be forwarded to the Economic Development Task Force to review and investigate in more detail.

Background:

Executive Summary

This report presents a comprehensive strategy to encourage youth entrepreneurship in North Frontenac Township through targeted incentive programs and support mechanisms. The goal is to retain young talent, foster economic growth, and prevent the out-migration of residents. The recommendations include financial incentives, business support services, mentorship programs, and infrastructure development designed to make the Township an attractive environment for young entrepreneurs.

Researched By:

Councillor Mike Hage

Comments:

1. Background

North Frontenac Township faces a significant challenge with youth out-migration. Young people are leaving the community in search of better economic opportunities, educational advancement, and lifestyle preferences available in larger urban centers. By fostering entrepreneurship and innovation locally, North Frontenac can provide opportunities for young residents to build businesses and careers within the Township. This exodus of youth has several consequences:

- Declining population and reduced tax base
- Shortage of skilled workers for local businesses
- Weakened social fabric and community engagement
- Reduced demand for local services and infrastructure
- Limited entrepreneurial activity and innovation

2. Vision and Objectives

2.1 Vision

North Frontenac Township will become a dynamic, entrepreneurial community where young people can build successful businesses, create employment, and develop fulfilling lives.

2.2 Objectives

- Increase the number of youth-led startups in the Township
- Reduce youth out-migration
- Create a supportive ecosystem for young entrepreneurs
- Develop skilled, innovative local workforce
- Generate sustainable economic growth

3. Recommended Programs and Incentives

3.1 Financial Incentive Programs

A. Startup Grant Program

Provide grants up to \$500 to young entrepreneurs (ages 18-25) who establish new businesses in North Frontenac. Grants should target sectors such as technology, agriculture value-added products, tourism, and professional services. This can be implemented by re-allocating \$5,000 of the CIP grant to these micro grants.

Key Features:

- Eligibility: Residents aged 18-25 with viable business plans
- Maximum grant: \$500 per applicant
- Awards: Up to 10 grants annually
- Application requirements: Business plan, financial projections, proof of residency

B. Low-Interest Business Loans

Partner with regional financial institutions to offer below-market-rate loans for youth entrepreneurs. The township could provide loan guarantees or subsidize interest rates to make startup capital more accessible.

Key Features:

- Loan amount: TBD
- Interest rate: TBD
- Repayment period: TBD with grace period option
- Township guarantee: Up to 50% of loan value
- Target: First-time entrepreneurs

C. Property Tax Abatement

Offer a 5-year property tax exemption or reduction of a certain % for young entrepreneurs who establish new businesses and create local employment.

Key Features:

- Duration: Years 1-5 of operation
- Reduction: Up to 50% of property taxes or any other agreed upon %
- Eligibility: New businesses created by residents aged 18-25
- Job creation requirement: Minimum 2 full-time equivalent positions within 2 years

3.2 Business Support and Mentorship

A. Youth Entrepreneur Center

Establish a Youth Entrepreneur Support system to provide free or low-cost services including business planning assistance, legal guidance, accounting consultation, and access to technology and meeting spaces.

Services to offer:

- Business plan development workshops
- One-on-one consulting with experienced business advisors
- Legal and tax guidance
- Marketing and branding assistance
- Access to co-working spaces and meeting facilities
- Digital resources and software
- Networking events and business mixers

B. Mentorship Program

Connect young entrepreneurs with experienced local business owners and professionals who can provide guidance, advice, and support. This program would formalize mentoring relationships and provide structure to knowledge transfer.

Program Components:

- Recruitment of 5-10 volunteer mentors from local business community
- Matching system for mentors and mentees based on industry/interest
- Regular meetings (Possibly monthly)
- Training for mentors on effective mentoring practices
- Annual recognition events for successful mentor-mentee pairs in order to celebrate successful young entrepreneurs through municipal awards.

3.3 Infrastructure and Access

A. Co-Working and Incubation Space

Develop affordable co-working and business incubation space and shared workspace with internet access, meeting rooms, and mentorship, in Clar-Mill Hall, Barrie Hall or both. This provides young entrepreneurs with professional workspace, networking opportunities, and access to shared resources.

Key Features:

- Location: Clar-Mill Hall, Barrie Hall or both.
- Amenities: Internet, meeting rooms, kitchen, secure storage
- Pricing: \$50-100/month for dedicated desk
- Capacity: 5-10 workstations

B. Skills Training and Education Programs

Partner with regional colleges and online platforms to offer affordable training in entrepreneurship, digital skills, agricultural innovation, and other relevant fields.

Training topics:

- Digital marketing and e-commerce
- Agricultural value-added production
- Agritourism development
- Accounting and financial management
- Social media and digital content creation
- Sustainable business practices

3.4 Community and Lifestyle Programs

A. Young Professional Network

Create a formal network for young professionals and entrepreneurs to build community, share ideas, and support each other. This could be done in conjunction with local service and not-for-profit groups, school parent associations, churches, etc.

B. Local Priority Procurement

Encourage Township businesses and government to prioritize purchasing from local young-led businesses, creating demand and market opportunity.

4. Conclusion

Youth out-migration represents both a challenge and an opportunity for North Frontenac Township. By implementing comprehensive entrepreneurship support programs and attractive financial incentives, the Township can retain young talent, foster economic growth, and build a more vibrant, sustainable community. This will also help position North Frontenac Township as a community where young people can live, work, and build successful businesses.

These initiatives require a modest investment relative to their potential long-term returns in terms of population retention, tax revenue, and community vitality.

The Township council is encouraged to approve this strategic approach and allocate resources to implement these programs.

Financial Impact:

None at this time.

Strategic Implications:

Economic Prosperity - Enhance and support local economy

To: Mayor and Members of Council
From: Environmental Task Force,
Approved by:
Date of Meeting: 20 Mar 2026
Re: Proposed Short Term Rental Regulation

Recommendation:

Be It Resolved That Council receives for information Councillor Inglis's Administrative Report entitled "Proposed Short Term Rental Regulation";

And That Council instructs the Clerk/Planning Manager and the Public Works Manager to prepare a report for a future Council meeting outlining steps required to create a new Short Term Rental Bylaw, including costs and realistic time requirements;

And That such a bylaw would build on the experience and best practices of municipalities similar to North Frontenac;

And That such a bylaw would include the elements summarized in this report and described in the Appendix A, "Short Term Rentals - Recommended Bylaw Components", dated February 2026.

Background:

There is in North Frontenac a rapidly growing industry in short term accommodations physically located in residential buildings on waterfront and other lands zoned for non-commercial use. The growth of this industry is largely invisible to municipal governance except in cases where neighbours register a complaint against the behaviour of guests. The invisibility is due to a complete lack of regulation of the industry; it has grown faster than the Township has kept up, so far. Also, neighbours are often reluctant to complain about a nearby property owner. The North Frontenac Lake Association Alliance takes the view that complaint volume is not an accurate measure of the true numbers and impact of short term rentals (STRs) in the community. See Appendix B for a survey of current online listings in North Frontenac.

There is a long history of cottage owners renting their properties out to friends and relatives for periods of time, in order to help pay maintenance and tax costs. This report however, is noting that a major shift has happened in the last few years, in which some owners of cottages have actually turned their properties into revenue-generating businesses, renting them out for a weekend or a week throughout the year. In this new model, the renters are unrelated in any way to the owner. Renters are found using online sites such as Airbnb or VRBO. Another phenomenon we see is corporate entities purchasing properties and purpose-building residential-looking structures that are actually small hotels. In most cases the owner or a representative of the owner is not present during the rental. In both of these cases a commercial use is actually happening illegally on a residentially zoned property.

Many small rural municipalities have created bylaws to control STRs; a number of these are listed at the end of Appendix A. A bylaw generally involves a licensing system with charges to cover the costs of new staff to administer and enforce the bylaw. The Environmental Task Force is aware that unregulated townships (like North Frontenac) have become a target for more commercial STR development. It should be emphasized that increased numbers of STRs in North Frontenac is not necessarily an undesirable development - for years it has been understood that North Frontenac lacks accommodation for visitors, and various solutions have been proposed in the past. The influx of STRs is a private business response to a need. It simply needs to be regulated in order to avoid bad outcomes.

Researched By:

Environmental Task Force

Comments:

This section lists in point form the elements of a bylaw controlling STRs, as explained in more detail in Appendix A.

1 - The bylaw refers only to commercial short term rentals (CSTRs). It does not refer to properties with commercial zoning.

2 - A CSTR is defined as a building on residentially zoned property that is rented out for more than 28 cumulative days per year.

3 - A CSTR must obtain a license from the township to operate, renewable annually.

4 - The CSTR license allows operation of an accommodation business on land which is zoned for residential-only use.

5 - Non compliance with licensing results in escalating fines from the Township.

6 - The bylaw is monitored and enforced by a locally employed part-time job position.

7 - Licensing costs are designed to fully pay for the cost of enforcement and Township staff administration.

8 - The CSTR license proscribes in detail what uses and conditions are allowed on the property; for example number of guests, parking requirements, septic and building code compliance, requirement for an available manager, etc.

9 - The number of STR licenses will be limited, and will be reviewed annually by staff.

10 - A property with a CSTR license is entitled to rent to guests throughout the year, for any period of time.

Financial Impact:

None at this time.

Strategic Implications:

Economic Prosperity - Prepare for potential development opportunities

Attachments:

[Appendix A - Short Term Rentals - Recommended Bylaw Components \(dated February 2026\)](#)

[Appendix B - Current advertised short term accommodations in North Frontenac](#)

**Short Term Rentals - Recommended By-Law
Components**

for

Consideration by the Environmental Task Force

February 2026

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1. INTRODUCTION

Under the direction of the Environmental Task Force and as subsequently endorsed by North Frontenac Council, this paper is to provide a recommendation for the parameters and key components of a Short-Term Rental By-Law to be applicable to all properties as appropriate in North Frontenac and the soft roll out of a licensing program. Note that this paper is not meant to include all components of the by-law. With Council's endorsement, it is meant to be referred to Municipal staff for review and further refinement of costing, enforcement and administrative considerations.

2. KEY SHORT TERM RENTAL DEFINITIONS

Short Term Rental Accommodation means the use of any residential dwelling unit+ (including but not limited to RVs, Yurts, Campsites, etc.) that offers a place of accommodation or temporary residence, or occupancy by way of concession, payment of a monetary fee, permit, lease, license rental agreement or similar arrangement for fewer than twenty-eight (28) consecutive calendar days, with an on or off-site management/owner throughout all or part of the year. Short-term Rental Accommodation uses shall not mean a motel, hotel, bed and breakfast establishment, country inn, tourist establishment, tourist cabin establishment, or similar commercial accommodation use.

Under this definition, it is recommended that the by-law make a distinction between Short Term Rentals based on the frequency of rentals:

Commercial Short Term Rental (CSTR) is the rental of accommodation/property for more than four (4) cumulative weeks per year. These renters would be treated as the commercial enterprises which they are.

Non-Commercial Short Term Rental (NCSTR): This designation refers to residential property owners who rent their accommodation for less than the total of 4 weeks per year. The intent of the STR bylaw would not be to act as a deterrent to those who want to rent their accommodation for a relatively brief period to family and friends. NCSTR's would be allowed to have rent accommodation on land zoned residential, would not be required to obtain a license or register with the Township. They would however be encouraged voluntarily to comply with the practices defined in the By-Law and continue to be required to comply with all by-laws.

3. WHY A BYLAW

North Frontenac's vision statement includes the necessity "*to preserve our unique and pristine natural environment and to promote a strong, resilient rural community.*" To do this requires a proper regulatory framework to ensure compatible land use within lake front communities, hamlets and with all North Frontenac properties.

Appendix A contains a **Case for Action** on the topic of STR which was prepared for the Environmental Task Force of Council. It describes reasons supporting the creation of such a by-law which include:

- Rapid growth in the number of rentals within the Township;

- Need for a cost neutral approach;
- Link between STRs and the overuse of septic systems;
- Other environmental impacts of the overcrowding of our lakes;
- Inequitable treatment of commercial tourist establishments within the Township;
- Public safety concerns;
- Developers targeting the Township for over commercialization due to lack of regulation when compared to neighbouring municipalities;
- Complaints from neighbours not being a proxy for measuring impact of STRs.
- Establish system for Municipal Accommodation Tax (MAT) implementation if deemed appropriate

4. BY-LAW OBJECTIVES

A key focus for the Bylaw should be the preserving our unique pristine natural environment. In addition, the following objectives should also be met:

- Is affordable - no incremental cost to the Township but rather a reliance on a STR licensing fee for the more frequent renters as a prime source of funding. This means that those that profit from rental income pay the greater cost.
- Does not place an undue administrative burden on the infrequent renter;
- Is fair, simple and easy to administer. A prime intent of registration/licensing should be to require renters to have a good management plan in place so that the need for enforcement is kept to a minimum
- Minimizes program oversight for municipal office employees e.g. electronic submission of complete information by operator with sample, infrequent site inspections
- Is explicit in compliance expectations and requirements so that renters, owners, neighbours and the community have a clear understanding of what is required for responsible operations
- Is supportive of existing municipal bylaws.
- Places the responsibility on the STR operator (or responsible representative) to be the first person required to deal with complaints in person; not neighbours or the Township;
- Is defensible from STR rental company litigation. Tiny Township, as well as other municipalities in Ontario, have successfully defended themselves in court. The Supreme Court in March 2025 confirmed that “local municipalities in Ontario have the legal right to implement a program to regulate and licence STR operations”. This ruling has set a significant precedent for all Ontario municipalities.
<https://www.tiny.ca/sites/default/files/2025-03/Township%20of%20Tiny%20-%20CV-23-445%20-%20Reasons%20for%20Decision%20->

[%20Leibovich%20J%20-%20Mar%202024.25.pdf](#) Note that most of the components of the STR Bylaw recommended for North Frontenac match the Tiny Township Bylaw.

- Is aligned with and supports any North Frontenac Municipal Accommodation Tax (MAT) implementation.

5. KEY BYLAW COMPONENTS

5.1 Two STR Categories

As part of the initial “soft rollout” of a North Frontenac STR Bylaw - recommendation that the by-law make a distinction between STRs based on the frequency of rentals. Over time and with experience, reassess categories/limits as appropriate.

Category 1 – NCSTR:

Those STR operators who rent for only short periods of time e.g. 4 weeks accumulatively per year, should be treated differently from those that rent for a greater period of time. These renters would not be required to register their rental, would not pay a fee, nor would they be subject to periodic inspection. They would, however, be requested to:

- Abide by Best Practices as posted on the municipality's website including but not limited to:
 - Voluntarily work to ensure that the operation of the rental does not create a public nuisance to noise, traffic, parking or health and safety at any time of the day.
 - When the property is being rented, provide the name and contact information for the person responsible for the property to neighbor(s)
 - Provide to their guest's key information regarding municipal by-laws – waste management, Noise by-law, Lighting by-law, etc
 - Encourage participation in the voluntary inspection program along with pumping out the system pump not less than once every four (4) years.
 - Respect STR By-law limits for number of occupants based on number of bedrooms and total square footage.

Recognize that tracking of the four-week limit is voluntary and would not be monitored by the Township. Neighbors/others could contact Municipal offices if they feel the rentals exceed 4 weeks. Periodic rental site advertising review would also identify commercial STRs. Note that, as the use of such NCSTRs grows, it is suggested that the degree of voluntary compliance be monitored to see if additional regulation is warranted.

Category 2 - CSTRs:

Those STR operators that wish to rent for more than 4 weeks per year or publicly advertise their rental through Air BNB, VRBO or similar, must obtain a License. To cover licensing/inspection costs, the property owner would be subject to an accommodation rental fee. Municipal staff are best placed to recommend a rate commensurate with the cost of operating the program and aligned with any MAT considerations for North Frontenac. One option is that this fee would escalate with the number of weeks per year that the facility is used for renting – to recognize the long term impact of STRs on the lake/community environment.

Such licensing would include (not limited to) for example conditions (standards) for:

- Limit: One rental unit per property
- Parking (where applicable);
- Sewage capacity, inspection and posting of capacity limits.
- Health and Safety.
- Assurance that all structures comply with current by laws regarding occupancy;
- Be subject to an inspection of their septic system initially and thereafter on a defined basis to ensure capacity/use compatibility and proper functioning of the system.
- Abide by Township limits for number of occupants based on number of bedrooms and total square footage (up to a maximum of 10).

Like Tiny Township, to prevent the rapid growth of STRs in the region and manage the licensing program size, limit the total number of licenses issued for the region/by lake as deemed appropriate. The intent of this limit would be to protect the integrity of communities currently zoned as residential and protect the local environment from the impact of unconstrained STR growth.

By controlling the number of licensed STRs, Tiny Township ensures more oversight and enforcement rather than open, unregulated growth. (Program overview and objectives provided in Appendix B)

It should be noted that currently NF requires that Short Term accommodations are allowed only where there is “permitted land use for your property” [Short Term Accommodations - Township of North Frontenac](#). The foregoing would allow STRs on land zoned Residential.

5.2 Escalating Fines for Infractions:

In instances where a license is required, there needs to be an escalating fine for operating without a license and for multiple infractions which could eventually lead to revocation of the license. The fine should be such that it dissuades CSTR owners from operating without a license. A demerit point system may be appropriate (multiple municipalities have implemented excellent simple demerit points systems.)

5.3 Owner and Renter Shared Responsibility:

Where feasible, the owner, as well as the renter, should be held to account for infractions dealing with such things as holding camp fires outside of permitted hours, ignoring of fire bans, use of fireworks outside permitted periods.

5.4 Recommendation to approve STR Creation:

It is recommended that Council approve the creation of a Short-Term Rental Bylaw in principle and refer this paper to staff for consideration of implementation issues including; registration, costing, enforcement and administrative issues. It is understood that many municipalities have now acquired considerable experience in this regard and should be quite helpful.

APPENDIX A

STR Bylaw - *The Case for Action*

1.0 Introduction

This Paper outlines the Case for Action for the Township of North Frontenac (NF) to provide clear policy and oversight of Short-Term Rentals (STR).

The North Frontenac Lake Association Alliance (NFLLA), in reflecting the overwhelming view of its member associations, remains very concerned with the risks posed by unregulated STR properties. The Land of Lakes has a sensitive ecosystem that requires careful stewardship. We recommend that a responsible STR Bylaw be developed that balances protection of the environment and the need to address broader STR community concerns with providing STR operators that are effectively commercial operations with a known regulatory framework within which to operate.

2.0 Growth of The Issue

According to a McGill University study, STRs in rural areas are growing twice as fast as in large cities. The Federation of Ontario Cottage Owners (FOCA) recognizes the rapid growth of concern about STRs. The Ontario Cottage Rental Managers Association now lists 59 municipalities in Ontario that have implemented STR bylaws. Additional jurisdictions are currently developing policy to address this issue.

A detailed survey of STRs by the NFLAA in NF indicates a continuing increase in the number properties being converted to STRs or are being built new specifically for the purpose of operating as a business on properties zoned Waterfront Residential. A review of online ads for STRs in NF also shows evidence of a substantial increase in the number of STRs over the past several years.

3.0 Base Case – Cost Neutral for North Frontenac

We recognize the concern of additional costs of STR regulation. The target would be to develop cost neutral STR regulation in which costs would be borne by those that profit from STR revenue.

4.0 STRs - Environmental Impacts and Commercial Considerations

4.1 Overuse of Septic Systems

A significant risk posed by unregulated growth in STRs is the heightened risk of the overuse and misuse of septic systems that were permitted based on residential (non-commercial use) and installed before current regulations were in place (and have never been re-inspected.) When septic systems are neglected, or overused, even on a seasonal basis, serious conditions can occur:

- Inadequate time for solids to settle limiting bacterial activity; solids clogging the drainage field, saturation of soils around the drainage field limiting absorption.
- Risk of contamination of adjacent wells with septic effluent with associated health risks
- Potential migration of contaminated water into nearby waterways and ground water.
- Renters may ignore or be ignorant of proper septic system use and large groups using STRs can result in significant septic overuse
- Issues caused by one renter do not show up immediately thus being cumulative and STR renters may not report issues fearing financial penalty.
- STR owners reluctant to limit #s of people using the STR motivated by short term profit.

4.2 Environmental Impacts of Overcrowding on Our Lakes

STR renters are coming to the lake *to be on the lake*. Increasing and inappropriate boating traffic can; lead to boat-wake-related shoreline erosion, impact wildlife nesting habitats, and be a source of contamination for invasive species. Many waterfront cottages in NF were built prior to current minimum setbacks (30 meter) on lots < 200' i.e. the lake density baseline is greater than what we now know is environmentally responsible. Added density through the proliferation of unregulated STRs is expected

to have broad long term negative impacts on our lake environments. Which is why so many other jurisdictions have taken action.

4.3 Inequitable Economic Contributions & Taxation – Commercial Establishment vs STRs

STR operators have an unfair advantage over local commercial tourism and lodging operations who must bear the costs of higher operating standards and pay higher taxes. The benefits of the STR business accrue to the owner and operators like Airbnb/VRBO therefore bypassing the local community.

4.4 Public Safety

Proper Bylaws help ensure rental properties meet safety requirements including fire bans and safety standards, maximum occupancy limits, parking regulations, noise control measures protecting both visitors and neighboring properties.

4.5 North Frontenac a Target Region with No Restrictions on STR Growth

There is now a marked trend toward STR properties being owned and managed by companies rather than by individual property owners. This is a province-wide development that NF is not immune to. There is currently a loophole in the NF Municipality's Bylaws that allows commercially oriented entities to operate under the guise of STRs to operate on lake shore properties on land zoned residential. Often this misuse can occur amid small cottage communities. Other municipalities have identified this trend and are restricting its harmful occurrence through STR Bylaws. With these tighter restrictions, elsewhere, we have seen Airbnb target regions with no/limited restrictions and encourage such operators to seek those municipalities where restrictions don't exist – like NF.

5.0 Complaints Are Not a Proxy for Issues/Impact Identification

There is a misconception that complaints to the NF "Report an Issue" process is a good proxy to assess the issues and impacts associated with STRs. The issues identified in this Paper do not typically drive individual complaints. They go well beyond noise/annoyance issues. Even if complaints were taken as a proxy, there are real limits to its use. These include: the complaints process unknown to many seasonal cottagers; cottagers often not comfortable making a formal complaint on a neighbor; concern with potential retribution; complaints may not necessarily be anonymous; the complaints system is cumbersome; time to complain is taken out of limited recreational time (e.g. weekends); time lag between incident and investigation makes follow-up irrelevant; police will not respond; limited consequences are taken even if transgressions found to be valid; almost impossible to prove case after the fact.

NORTH FRONTENAC CURRENT REQUIREMENTS

Zoning

Short Term Accommodations must be a permitted land use for your property. For more information please see the [Township's Planning Page](#).

APPENDIX B

Tiny Township – 300 STR Cap

Estimated Permanent Residences : ~ 13,000

Summer Population roughly doubles

Estimate number of Cottages: ~ 4000 – 4300

To protect the health of environment, safety, community character/neighborhood integrity number of STR licenses capped at 300. Policy Tool to balance tourism and rental income with housing stability, community character and safety concerns.

- 300 licences maximum: Once 300 licences are issued in a year, no new licences are accepted until the total falls below 300.
- Annual renewal: Licences must be renewed each year; this helps the Township monitor and adjust annually.
- Part of a broader suite of rules: The cap is one tool among others (minimum stay, occupancy limits, etc.) to manage short-term rentals responsibly.
- Cap to date has not been hit

RESOURCE MATERIAL

The following material is available on the Federation of Ontario Cottage Associated website:

August 19, 2025 – [Cottage owners pull rentals as new licensing rules affect Ontario](#) (CBC News)

July 23, 2025 – [Big Trouble in Cottage Country: Short-term renters have taken over, locals are mad as hell and town councils from Muskoka to Tiny Township are making everything worse](#) (Toronto Life)

July 1, 2025 – [These popular cottage destinations got new short-term rental rules. A year later, here's how listings and prices have changed](#) (Toronto Star)

March 26, 2025 – [Tiny Township mayor 'grateful' after Ontario court upholds STR bylaw](#) (Midland Today) – "The province's Superior Court has quashed an appeal of Tiny Township's short-term-rental (STR) accommodation licensing bylaw. ... the township said in a release that the court decision confirms that "local municipalities have the legal right to implement a program to regulate and licence STR operations which is good news for all municipalities in Ontario struggling with this same issue."

December 2024 – [Quebec tightens regulations around short-term rentals with a new public registry](#) (Cottage Life)

December 4, 2024 – [Cottage country municipalities are cracking down on short-term rentals. But are the bylaws working?](#) (Cottage Life)

October 24, 2024 – [Homeowners who regularly rent on Airbnb and other sites must pay 13% tax on property value when they sell, recent tax ruling finds](#) (The Star)

Nov. 13, 2024 – [More news coverage about Muskoka's new STRA bylaw that goes into effect next January 1](#) (CTV News, Barrie)

October 15, 2024 – the Township of Minden Hills has enacted a **Short-Term Rental By-Law** now in effect, and is processing applications for **Short-Term Rental Licenses** online only. Requirements include prominent posting of a Renter's Code of Conduct, noise and burning bylaws, and other conditions. [Read more on the Township website](#) (source of the image excerpt).



August 27, 2024 – [Wawa, Ont., the latest northern municipality to adopt accommodation tax of 4%](#) (Cottage Life)

July, 2024 – Muskoka Lakes Council approved a [Short Term Rental Accommodation Licensing By-Law](#) for the Township that comes into effect on January 1, 2025. It includes a "Renter's Code of Conduct" signed by the renter.

May 2024 – [Dysart et al adopts municipal accommodation tax, implements STR bylaws](#) (Cottage Life) – "The bylaw, expected to come into effect on October 1, enacts a municipal accommodation tax (MAT) that will impact properties that are rented for 28 days or less by one tenant."

May 2024 – the **Town of Gravenhurst** (which has had a STR bylaw since January 2023) has launched a new searchable map showing STR licensed properties and their permit numbers, "to ensure safe and efficient practices." [Access it here.](#)

April 2024 – the **City of Kawartha Lakes (CKL)** is reminding STR owners in their jurisdiction that the **Haliburton Kawartha Pine Ridge District Health Unit (HKPRDHU)** considers them to be owners and operators of "Small Drinking Water Systems" under [Ontario Regulation 319/08](#). As such, owners must conduct regular water sampling and testing, and maintain a log book of test results and maintenance activities. Learn more from [CKL](#) and [HKPRDHU](#) online postings.

- As part of the CKL's STR education program, they have also posted a handy local [STR Information Sheet for Renters and Owners](#) (PDF, 1 page) and a related [Complaints Sheet](#) (PDF, 1 page).

Mar. 19, 2024 – [Town of Huntsville introduces 24-hour STR hotline](#) (Cottage Life)

Feb.29, 2024 – the **Township of Georgian Bay** has launched a [communications campaign](#) to alert property owners to the by-law passed by Council in late December 2023 to register, regulate and govern STR in the township.

Feb. 13, 2024 – [As unruly guests disturb the peace, Muskoka Lakes considers licences for short-term rentals](#) (CBC News)

February 4, 2024 – [Federal government extends foreign buyer ban on Canadian homes to 2027](#) (Canadian Press)

November 21, 2023 – [Canada tax rule curbs Airbnb deductions to ease rental shortage](#) (Reuters.com) – the new rules will apply as of Jan. 1 in provinces and municipalities that bar STR and will affect deductions such as interest expenses. Starting in 2024, the government says they will spend \$50 million over 3 years to enable municipal enforcement of restrictions on STR.

Related Media Coverage of this Federal News:

- February 2024 – [Legislative proposal to crack down on non-compliant short-term rentals](#) (Chartered Professional Accountants of Canada)
- Dec.13, 2023 – [Shoreline Road Allowances Could Pose Problem for Haliburton County STR Operators](#) (updates from November 22nd Haliburton County council meeting, as reported by Cottage Life)
- Dec.5, 2023 – [Feds' New Short-Term Rental Rules Could Be Moot In Muskoka](#) (Storeys.com)
- November 29, 2023 – [Enforcement of federal government's tax laws on short-term rentals could be difficult](#) (Cottage Life) – FOCA's Executive Director is quoted in this article as questioning how the tax laws will affect short-term rental operators who don't claim their rental revenue as income
- November 24, 2023 – [Some Ontario cottage owners fear Ottawa's new short-term rental crackdown may force them to sell](#) (Toronto Star)

See other news and earlier developments including municipal responses to STR, as well as important tips about [your role](#) if you decide to rent, below.

November 23, 2023 – [City of Thunder Bay considers action on STR](#) (TBnewsWatch.com)

Nov. 22/23 – [Cottage country municipality \[Minden Hills\] holds short-term rental owner responsible for bonfire fine incurred by guests](#) (Cottage Life)

November 20, 2023 – [Owen Sound going with 180-day annual cap for STR](#) (OwenSoundSunTimes.com)

November 19, 2023 – [Trudeau government to crack down on people who profit from short-term rentals like Airbnb: source](#) – *“Property owners in areas that already restrict short-term rentals will no longer be able to claim their rental expenses against the income they make, a senior federal official told the Star, in a bid to take away the incentive to flout local restrictions and list properties on platforms like Airbnb anyway.”*

November 17, 2023 – [STR bylaw topic for Whitestone hybrid public meeting](#) (ParrySound.com) 2023 – staff report on status of updating their STR licencing bylaw (from 2014); new bylaw in a draft state and the plan is for public input in the new year

November 13, 2023 – [City of Greater Sudbury council to review staff report of STR at Nov.15 meeting](#) (Sudbury.com)

- November 3, 2023 – [Minden rules property owners are on the hook for renter's fine](#) (MindenTimes.ca)
- November 2, 2023 – [French River moves to regulate STR](#) (NorthernOntarioCTVnews.ca)
- November 2, 2023 – [Tiny Township council approves increasing short-term rental licence fee to \\$1,750](#) (BarrieCTVnews.ca)
- Oct.25, 2023 – [Cottage-country municipalities, rental owners respond to federal government's rumoured plans to limit STRs](#) (Cottage Life)
- October 19, 2023 – [Meaford Council seeks public input on STR](#) (MeafordIndependent.ca)
- October 19, 2023 – [East Ferris \(District of Nipissing\) sees reduction in illegal STR](#) (NorthBayNugget.ca)
- October 18, 2023 – [Collingwood could allow short-term rentals by February](#) (CollingwoodToday.ca)
- Oct.17, 2023 – [Limits on short-term rentals in cottage communities making waves](#) (London Free Press) – An online petition has been launched to amend a new bylaw that limits the number of short-term rental properties – any living space rented out for less than 30 days – in a rural municipality on the shores of Lake Huron.
- Oct.17, 2023 – [B.C. slams door on operators of multiple vacation rentals](#) (Times Colonist) – As of May 1, [2024] short-term-rental units in communities with more than 10,000 people will be allowed only in the principal residence of the host, plus one secondary suite or laneway home
- October 13, 2023 – [Enforcement approach continues for short-term rentals in the Township of Leeds & the Thousand Islands](#) (YahooNews.com)
- Oct.10, 2023 – [Airbnb crackdown: Canada may tighten regulations on short-term rentals](#) (Daily Hive.com) – as reported by the Globe and Mail, the federal government is considering measures to encourage cities to limit the supply of Airbnbs as part of efforts to increase availability of long-term rentals across the country.
- October 8, 2023 – [Sault Ste. Marie moves to crack down hard on unlicensed short-term rentals](#) (SooToday.com)
- October 2, 2023 – [Bracebridge considers accommodation tax, rental restrictions](#) (South Muskoka Doppler)
- September 20, 2023 – [Magnetawan looks to limit short-term rentals to minimum 7-day stays, 10 guests max](#) (NorthBayNipissing.com)
- September 18, 2023 – the City of Kawartha Lakes has announced the launch of their new [Short Term Rental Accommodation Business License Application](#) process
- Sept.14, 2023 – [STR bylaw progressing in Haliburton County](#) (The Highlander) – Council on Sept. 13 discussed moving toward the possible implementation of a regional STR bylaw with annual licenses and inspections and limits on numbers of guests, with a system of demerit points, fines and possible suspension of the license for non-compliance.
- Sept.11, 2023 – [Airbnb and Vrbo must be put in their place](#) (National Observer)
- August 25, 2023 – [Wasaga Beach maps out route to create STR bylaw](#) (Simcoe.com)
- August 24, 2023 – [Oro-Medonte intensifies efforts against short-term rentals](#) (BarrieCTVnews.ca)
- July 20, 2023 – [Tempers flare, OPP called as Alnwick/Haldimand council eyes short-term rental bylaw expansion](#) (GlobalNews)
- July 14, 2023 – [Kenora discussing regulation of short-term rental properties](#) (WinnipegCTVnews.ca)

Summary COUNT STRs by LAKE	
LAKE	STR's
Kashwakamak	71
Mazinaw	39
Big Gull	21
Marble and Little Marble	20
Mississaganon	15
Palmerston	14
Mosque	6
Farm Lake	6
Buckshot	5
Sand	4
Norcan	3
Canonto	3
Shawenegog	2
Pine	2
Malcom	2
Grindstone	2
Mackie	1
Georgia	1
Brule	1
Sunday	0
Shabomeka	0
Crotch	0
Ardoch	<u>0</u>
Total	218

* Total does not include Woodcrest ~ 155 Sites :
Includes Fernleigh Lodge/Twin Oaks etc cottage rental

Estimated # of NFLAA Properties 2402

Estimated # of STRs 218

% of Cottage Properties operating with STRs **9%**

** Trailer Parks Excluded

** Lake lodge/"resorts" excluded

als

**

**Short Term Rentals - Recommended By-Law
Components**

for

Consideration by the Environmental Task Force

February 2026

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1. INTRODUCTION

Under the direction of the Environmental Task Force and as subsequently endorsed by North Frontenac Council, this paper is to provide a recommendation for the parameters and key components of a Short-Term Rental By-Law to be applicable to all properties as appropriate in North Frontenac and the soft roll out of a licensing program. Note that this paper is not meant to include all components of the by-law. With Council's endorsement, it is meant to be referred to Municipal staff for review and further refinement of costing, enforcement and administrative considerations.

2. KEY SHORT TERM RENTAL DEFINITIONS

Short Term Rental Accommodation means the use of any residential dwelling unit+ (including but not limited to RVs, Yurts, Campsites, etc.) that offers a place of accommodation or temporary residence, or occupancy by way of concession, payment of a monetary fee, permit, lease, license rental agreement or similar arrangement for fewer than twenty-eight (28) consecutive calendar days, with an on or off-site management/owner throughout all or part of the year. Short-term Rental Accommodation uses shall not mean a motel, hotel, bed and breakfast establishment, country inn, tourist establishment, tourist cabin establishment, or similar commercial accommodation use.

Under this definition, it is recommended that the by-law make a distinction between Short Term Rentals based on the frequency of rentals:

Commercial Short Term Rental (CSTR) is the rental of accommodation/property for more than four (4) cumulative weeks per year. These renters would be treated as the commercial enterprises which they are.

Non-Commercial Short Term Rental (NCSTR): This designation refers to residential property owners who rent their accommodation for less than the total of 4 weeks per year. The intent of the STR bylaw would not be to act as a deterrent to those who want to rent their accommodation for a relatively brief period to family and friends. NCSTR's would be allowed to have rent accommodation on land zoned residential, would not be required to obtain a license or register with the Township. They would however be encouraged voluntarily to comply with the practices defined in the By-Law and continue to be required to comply with all by-laws.

3. WHY A BYLAW

North Frontenac's vision statement includes the necessity "*to preserve our unique and pristine natural environment and to promote a strong, resilient rural community.*" To do this requires a proper regulatory framework to ensure compatible land use within lake front communities, hamlets and with all North Frontenac properties.

Appendix A contains a **Case for Action** on the topic of STR which was prepared for the Environmental Task Force of Council. It describes reasons supporting the creation of such a by-law which include:

- Rapid growth in the number of rentals within the Township;

- Need for a cost neutral approach;
- Link between STRs and the overuse of septic systems;
- Other environmental impacts of the overcrowding of our lakes;
- Inequitable treatment of commercial tourist establishments within the Township;
- Public safety concerns;
- Developers targeting the Township for over commercialization due to lack of regulation when compared to neighbouring municipalities;
- Complaints from neighbours not being a proxy for measuring impact of STRs.
- Establish system for Municipal Accommodation Tax (MAT) implementation if deemed appropriate

4. BY-LAW OBJECTIVES

A key focus for the Bylaw should be the preserving our unique pristine natural environment. In addition, the following objectives should also be met:

- Is affordable - no incremental cost to the Township but rather a reliance on a STR licensing fee for the more frequent renters as a prime source of funding. This means that those that profit from rental income pay the greater cost.
- Does not place an undue administrative burden on the infrequent renter;
- Is fair, simple and easy to administer. A prime intent of registration/licensing should be to require renters to have a good management plan in place so that the need for enforcement is kept to a minimum
- Minimizes program oversight for municipal office employees e.g. electronic submission of complete information by operator with sample, infrequent site inspections
- Is explicit in compliance expectations and requirements so that renters, owners, neighbours and the community have a clear understanding of what is required for responsible operations
- Is supportive of existing municipal bylaws.
- Places the responsibility on the STR operator (or responsible representative) to be the first person required to deal with complaints in person; not neighbours or the Township;
- Is defensible from STR rental company litigation. Tiny Township, as well as other municipalities in Ontario, have successfully defended themselves in court. The Supreme Court in March 2025 confirmed that “local municipalities in Ontario have the legal right to implement a program to regulate and licence STR operations”. This ruling has set a significant precedent for all Ontario municipalities.
<https://www.tiny.ca/sites/default/files/2025-03/Township%20of%20Tiny%20-%20CV-23-445%20-%20Reasons%20for%20Decision%20->

[%20Leibovich%20J%20-%20Mar%202024.25.pdf](#) Note that most of the components of the STR Bylaw recommended for North Frontenac match the Tiny Township Bylaw.

- Is aligned with and supports any North Frontenac Municipal Accommodation Tax (MAT) implementation.

5. KEY BYLAW COMPONENTS

5.1 Two STR Categories

As part of the initial “soft rollout” of a North Frontenac STR Bylaw - recommendation that the by-law make a distinction between STRs based on the frequency of rentals. Over time and with experience, reassess categories/limits as appropriate.

Category 1 – NCSTR:

Those STR operators who rent for only short periods of time e.g. 4 weeks accumulatively per year, should be treated differently from those that rent for a greater period of time. These renters would not be required to register their rental, would not pay a fee, nor would they be subject to periodic inspection. They would, however, be requested to:

- Abide by Best Practices as posted on the municipality's website including but not limited to:
 - Voluntarily work to ensure that the operation of the rental does not create a public nuisance to noise, traffic, parking or health and safety at any time of the day.
 - When the property is being rented, provide the name and contact information for the person responsible for the property to neighbor(s)
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Such licensing would include (not limited to) for example conditions (standards) for:

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Like Tiny Township, to prevent the rapid growth of STRs in the region and manage the licensing program size, limit the total number of licenses issued for the region/by lake as deemed appropriate. The intent of this limit would be to protect the integrity of communities currently zoned as residential and protect the local environment from the impact of unconstrained STR growth.

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According to a McGill University study, STRs in rural areas are growing twice as fast as in large cities. The Federation of Ontario Cottage Owners (FOCA) recognizes the rapid growth of concern about STRs. The Ontario Cottage Rental Managers Association now lists 59 municipalities in Ontario that have implemented STR bylaws. Additional jurisdictions are currently developing policy to address this issue.

A detailed survey of STRs by the NFLAA in NF indicates a continuing increase in the number properties being converted to STRs or are being built new specifically for the purpose of operating as a business on properties zoned Waterfront Residential. A review of online ads for STRs in NF also shows evidence of a substantial increase in the number of STRs over the past several years.

3.0 Base Case – Cost Neutral for North Frontenac

We recognize the concern of additional costs of STR regulation. The target would be to develop cost neutral STR regulation in which costs would be borne by those that profit from STR revenue.

4.0 STRs - Environmental Impacts and Commercial Considerations

4.1 Overuse of Septic Systems

A significant risk posed by unregulated growth in STRs is the heightened risk of the overuse and misuse of septic systems that were permitted based on residential (non-commercial use) and installed before current regulations were in place (and have never been re-inspected.) When septic systems are neglected, or overused, even on a seasonal basis, serious conditions can occur:

- Inadequate time for solids to settle limiting bacterial activity; solids clogging the drainage field, saturation of soils around the drainage field limiting absorption.
- Risk of contamination of adjacent wells with septic effluent with associated health risks
- Potential migration of contaminated water into nearby waterways and ground water.
- Renters may ignore or be ignorant of proper septic system use and large groups using STRs can result in significant septic overuse
- Issues caused by one renter do not show up immediately thus being cumulative and STR renters may not report issues fearing financial penalty.
- STR owners reluctant to limit #s of people using the STR motivated by short term profit.

4.2 Environmental Impacts of Overcrowding on Our Lakes

STR renters are coming to the lake *to be on the lake*. Increasing and inappropriate boating traffic can; lead to boat-wake-related shoreline erosion, impact wildlife nesting habitats, and be a source of contamination for invasive species. Many waterfront cottages in NF were built prior to current minimum setbacks (30 meter) on lots < 200' i.e. the lake density baseline is greater than what we now know is environmentally responsible. Added density through the proliferation of unregulated STRs is expected

to have broad long term negative impacts on our lake environments. Which is why so many other jurisdictions have taken action.

4.3 Inequitable Economic Contributions & Taxation – Commercial Establishment vs STRs

STR operators have an unfair advantage over local commercial tourism and lodging operations who must bear the costs of higher operating standards and pay higher taxes. The benefits of the STR business accrue to the owner and operators like Airbnb/VRBO therefore bypassing the local community.

4.4 Public Safety

Proper Bylaws help ensure rental properties meet safety requirements including fire bans and safety standards, maximum occupancy limits, parking regulations, noise control measures protecting both visitors and neighboring properties.

4.5 North Frontenac a Target Region with No Restrictions on STR Growth

There is now a marked trend toward STR properties being owned and managed by companies rather than by individual property owners. This is a province-wide development that NF is not immune to. There is currently a loophole in the NF Municipality's Bylaws that allows commercially oriented entities to operate under the guise of STRs to operate on lake shore properties on land zoned residential. Often this misuse can occur amid small cottage communities. Other municipalities have identified this trend and are restricting its harmful occurrence through STR Bylaws. With these tighter restrictions, elsewhere, we have seen Airbnb target regions with no/limited restrictions and encourage such operators to seek those municipalities where restrictions don't exist – like NF.

5.0 Complaints Are Not a Proxy for Issues/Impact Identification

There is a misconception that complaints to the NF "Report an Issue" process is a good proxy to assess the issues and impacts associated with STRs. The issues identified in this Paper do not typically drive individual complaints. They go well beyond noise/annoyance issues. Even if complaints were taken as a proxy, there are real limits to its use. These include: the complaints process unknown to many seasonal cottagers; cottagers often not comfortable making a formal complaint on a neighbor; concern with potential retribution; complaints may not necessarily be anonymous; the complaints system is cumbersome; time to complain is taken out of limited recreational time (e.g. weekends); time lag between incident and investigation makes follow-up irrelevant; police will not respond; limited consequences are taken even if transgressions found to be valid; almost impossible to prove case after the fact.

NORTH FRONTENAC CURRENT REQUIREMENTS

Zoning

Short Term Accommodations must be a permitted land use for your property. For more information please see the [Township's Planning Page](#).

APPENDIX B

Tiny Township – 300 STR Cap

Estimated Permanent Residences : ~ 13,000

Summer Population roughly doubles

Estimate number of Cottages: ~ 4000 – 4300

To protect the health of environment, safety, community character/neighborhood integrity number of STR licenses capped at 300. Policy Tool to balance tourism and rental income with housing stability, community character and safety concerns.

- 300 licences maximum: Once 300 licences are issued in a year, no new licences are accepted until the total falls below 300.
- Annual renewal: Licences must be renewed each year; this helps the Township monitor and adjust annually.
- Part of a broader suite of rules: The cap is one tool among others (minimum stay, occupancy limits, etc.) to manage short-term rentals responsibly.
- Cap to date has not been hit

RESOURCE MATERIAL

The following material is available on the Federation of Ontario Cottage Associated website:

August 19, 2025 – [Cottage owners pull rentals as new licensing rules affect Ontario](#) (CBC News)

July 23, 2025 – [Big Trouble in Cottage Country: Short-term renters have taken over, locals are mad as hell and town councils from Muskoka to Tiny Township are making everything worse](#) (Toronto Life)

July 1, 2025 – [These popular cottage destinations got new short-term rental rules. A year later, here's how listings and prices have changed](#) (Toronto Star)

March 26, 2025 – [Tiny Township mayor 'grateful' after Ontario court upholds STR bylaw](#) (Midland Today) – “The province’s Superior Court has quashed an appeal of Tiny Township’s short-term-rental (STR) accommodation licensing bylaw. ... the township said in a release that the court decision confirms that “local municipalities have the legal right to implement a program to regulate and licence STR operations which is good news for all municipalities in Ontario struggling with this same issue.”

December 2024 – [Quebec tightens regulations around short-term rentals with a new public registry](#) (Cottage Life)

December 4, 2024 – [Cottage country municipalities are cracking down on short-term rentals. But are the bylaws working?](#) (Cottage Life)

October 24, 2024 – [Homeowners who regularly rent on Airbnb and other sites must pay 13% tax on property value when they sell, recent tax ruling finds](#) (The Star)

Nov. 13, 2024 – [More news coverage about Muskoka's new STRA bylaw that goes into effect next January 1](#) (CTV News, Barrie)

October 15, 2024 – the Township of Minden Hills has enacted a **Short-Term Rental By-Law** now in effect, and is processing applications for **Short-Term Rental Licenses** online only. Requirements include prominent posting of a Renter's Code of Conduct, noise and burning bylaws, and other conditions. [Read more on the Township website](#) (source of the image excerpt).



August 27, 2024 – [Wawa, Ont., the latest northern municipality to adopt accommodation tax of 4%](#) (Cottage Life)

July, 2024 – Muskoka Lakes Council approved a [Short Term Rental Accommodation Licensing By-Law](#) for the Township that comes into effect on January 1, 2025. It includes a "Renter's Code of Conduct" signed by the renter.

May 2024 – [Dysart et al adopts municipal accommodation tax, implements STR bylaws](#) (Cottage Life) – "The bylaw, expected to come into effect on October 1, enacts a municipal accommodation tax (MAT) that will impact properties that are rented for 28 days or less by one tenant."

May 2024 – the **Town of Gravenhurst** (which has had a STR bylaw since January 2023) has launched a new searchable map showing STR licensed properties and their permit numbers, "to ensure safe and efficient practices." [Access it here.](#)

April 2024 – the **City of Kawartha Lakes (CKL)** is reminding STR owners in their jurisdiction that the **Haliburton Kawartha Pine Ridge District Health Unit (HKPRDHU)** considers them to be owners and operators of "Small Drinking Water Systems" under [Ontario Regulation 319/08](#). As such, owners must conduct regular water sampling and testing, and maintain a log book of test results and maintenance activities. Learn more from [CKL](#) and [HKPRDHU](#) online postings.

- As part of the CKL's STR education program, they have also posted a handy local [STR Information Sheet for Renters and Owners](#) (PDF, 1 page) and a related [Complaints Sheet](#) (PDF, 1 page).

Mar. 19, 2024 – [Town of Huntsville introduces 24-hour STR hotline](#) (Cottage Life)

Feb.29, 2024 – the **Township of Georgian Bay** has launched a [communications campaign](#) to alert property owners to the by-law passed by Council in late December 2023 to register, regulate and govern STR in the township.

Feb. 13, 2024 – [As unruly guests disturb the peace, Muskoka Lakes considers licences for short-term rentals](#) (CBC News)

February 4, 2024 – [Federal government extends foreign buyer ban on Canadian homes to 2027](#) (Canadian Press)

November 21, 2023 – [Canada tax rule curbs Airbnb deductions to ease rental shortage](#) (Reuters.com) – the new rules will apply as of Jan. 1 in provinces and municipalities that bar STR and will affect deductions such as interest expenses. Starting in 2024, the government says they will spend \$50 million over 3 years to enable municipal enforcement of restrictions on STR.

Related Media Coverage of this Federal News:

- February 2024 – [Legislative proposal to crack down on non-compliant short-term rentals](#) (Chartered Professional Accountants of Canada)
- Dec.13, 2023 – [Shoreline Road Allowances Could Pose Problem for Haliburton County STR Operators](#) (updates from November 22nd Haliburton County council meeting, as reported by Cottage Life)
- Dec.5, 2023 – [Feds' New Short-Term Rental Rules Could Be Moot In Muskoka](#) (Storeys.com)
- November 29, 2023 – [Enforcement of federal government's tax laws on short-term rentals could be difficult](#) (Cottage Life) – FOCA's Executive Director is quoted in this article as questioning how the tax laws will affect short-term rental operators who don't claim their rental revenue as income
- November 24, 2023 – [Some Ontario cottage owners fear Ottawa's new short-term rental crackdown may force them to sell](#) (Toronto Star)

See other news and earlier developments including municipal responses to STR, as well as important tips about [your role](#) if you decide to rent, below.

November 23, 2023 – [City of Thunder Bay considers action on STR](#) (TBnewsWatch.com)

Nov. 22/23 – [Cottage country municipality \[Minden Hills\] holds short-term rental owner responsible for bonfire fine incurred by guests](#) (Cottage Life)

November 20, 2023 – [Owen Sound going with 180-day annual cap for STR](#) (OwenSoundSunTimes.com)

November 19, 2023 – [Trudeau government to crack down on people who profit from short-term rentals like Airbnb: source](#) – *“Property owners in areas that already restrict short-term rentals will no longer be able to claim their rental expenses against the income they make, a senior federal official told the Star, in a bid to take away the incentive to flout local restrictions and list properties on platforms like Airbnb anyway.”*

November 17, 2023 – [STR bylaw topic for Whitestone hybrid public meeting](#) (ParrySound.com) 2023 – staff report on status of updating their STR licencing bylaw (from 2014); new bylaw in a draft state and the plan is for public input in the new year

November 13, 2023 – [City of Greater Sudbury council to review staff report of STR at Nov.15 meeting](#) (Sudbury.com)

- November 3, 2023 – [Minden rules property owners are on the hook for renter's fine](#) (MindenTimes.ca)
- November 2, 2023 – [French River moves to regulate STR](#) (NorthernOntarioCTVnews.ca)
- November 2, 2023 – [Tiny Township council approves increasing short-term rental licence fee to \\$1,750](#) (BarrieCTVnews.ca)
- Oct.25, 2023 – [Cottage-country municipalities, rental owners respond to federal government's rumoured plans to limit STRs](#) (Cottage Life)
- October 19, 2023 – [Meaford Council seeks public input on STR](#) (MeafordIndependent.ca)
- October 19, 2023 – [East Ferris \(District of Nipissing\) sees reduction in illegal STR](#) (NorthBayNugget.ca)
- October 18, 2023 – [Collingwood could allow short-term rentals by February](#) (CollingwoodToday.ca)
- Oct.17, 2023 – [Limits on short-term rentals in cottage communities making waves](#) (London Free Press) – An online petition has been launched to amend a new bylaw that limits the number of short-term rental properties – any living space rented out for less than 30 days – in a rural municipality on the shores of Lake Huron.
- Oct.17, 2023 – [B.C. slams door on operators of multiple vacation rentals](#) (Times Colonist) – As of May 1, [2024] short-term-rental units in communities with more than 10,000 people will be allowed only in the principal residence of the host, plus one secondary suite or laneway home
- October 13, 2023 – [Enforcement approach continues for short-term rentals in the Township of Leeds & the Thousand Islands](#) (YahooNews.com)
- Oct.10, 2023 – [Airbnb crackdown: Canada may tighten regulations on short-term rentals](#) (Daily Hive.com) – as reported by the Globe and Mail, the federal government is considering measures to encourage cities to limit the supply of Airbnbs as part of efforts to increase availability of long-term rentals across the country.
- October 8, 2023 – [Sault Ste. Marie moves to crack down hard on unlicensed short-term rentals](#) (SooToday.com)
- October 2, 2023 – [Bracebridge considers accommodation tax, rental restrictions](#) (South Muskoka Doppler)
- September 20, 2023 – [Magnetawan looks to limit short-term rentals to minimum 7-day stays, 10 guests max](#) (NorthBayNipissing.com)
- September 18, 2023 – the City of Kawartha Lakes has announced the launch of their new [Short Term Rental Accommodation Business License Application](#) process
- Sept.14, 2023 – [STR bylaw progressing in Haliburton County](#) (The Highlander) – Council on Sept. 13 discussed moving toward the possible implementation of a regional STR bylaw with annual licenses and inspections and limits on numbers of guests, with a system of demerit points, fines and possible suspension of the license for non-compliance.
- Sept.11, 2023 – [Airbnb and Vrbo must be put in their place](#) (National Observer)
- August 25, 2023 – [Wasaga Beach maps out route to create STR bylaw](#) (Simcoe.com)
- August 24, 2023 – [Oro-Medonte intensifies efforts against short-term rentals](#) (BarrieCTVnews.ca)
- July 20, 2023 – [Tempers flare, OPP called as Alnwick/Haldimand council eyes short-term rental bylaw expansion](#) (GlobalNews)
- July 14, 2023 – [Kenora discussing regulation of short-term rental properties](#) (WinnipegCTVnews.ca)

Summary COUNT STRs by LAKE	
LAKE	STR's
Kashwakamak	71
Mazinaw	39
Big Gull	21
Marble and Little Marble	20
Mississaganon	15
Palmerston	14
Mosque	6
Farm Lake	6
Buckshot	5
Sand	4
Norcan	3
Canonto	3
Shawenegog	2
Pine	2
Malcom	2
Grindstone	2
Mackie	1
Georgia	1
Brule	1
Sunday	0
Shabomeka	0
Crotch	0
Ardoch	<u>0</u>
Total	218

* Total does not include Woodcrest ~ 155 Sites :
Includes Fernleigh Lodge/Twin Oaks etc cottage rental

Estimated # of NFLAA Properties 2402

Estimated # of STRs 218

% of Cottage Properties operating with STRs **9%**

** Trailer Parks Excluded

** Lake lodge/"resorts" excluded

als

**



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: 20 Mar 2026
Re: To Assume a Portion of Buckshot Lake Road as a Highway

Recommendation:

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "To Assume a Portion of Buckshot Lake Road as a Highway";

And That Council accepts the offer from Jonathan Tooley to transfer the portion of Buckshot Lake Road located in Part of Lot 1, Concession 17, geographic Township of Barrie being Part 9 on Registered Plan 13R-5191;

And That Council approves paying the legal fees for the preparation of the Transfer, registering the Transfer and By-law and Law Society Fees, and miscellaneous disbursement at an estimated cost of \$1,000. All legal work completed by the Township's Solicitor for Sherriff Certificates, Mortgage Discharges, Appraisals, and any unforeseen title issues shall be covered by the property owner;

And That Council instructs the Treasurer to transfer the Township's legal costs associated with the property transfer, including preparation of the Transfer, title search and registering the By-law from the Operating Contingency Reserve;

And That Council authorizes the Mayor and Clerk to sign the Transfer for this portion of the Road Allowance and Council will consider a By-law at a future meeting to assume this portion of Buckshot Lake Road.

Background:

As per Section 31 (2) of the Municipal Act:

"After January 1, 2003, land may only become a highway by virtue of a by-law establishing the highway and not by the activities of the municipality or any other person in relation to the land, including the spending of public money."

As per Section 26 of the Municipal Act, 2001, all highways that existed on December 31, 2002 are highways unless they have been closed. Therefore any road where the Municipality has expended money on the creation and maintenance of the road prior to 2003 is considered a Municipal Road. In order for any road which is not identified (given a PIN number) to be recognized it must be surveyed. Once surveyed, the road may be transferred from the property owner to the Municipality.

Researched By:

Tara Mieske, Clerk/Planning Manager

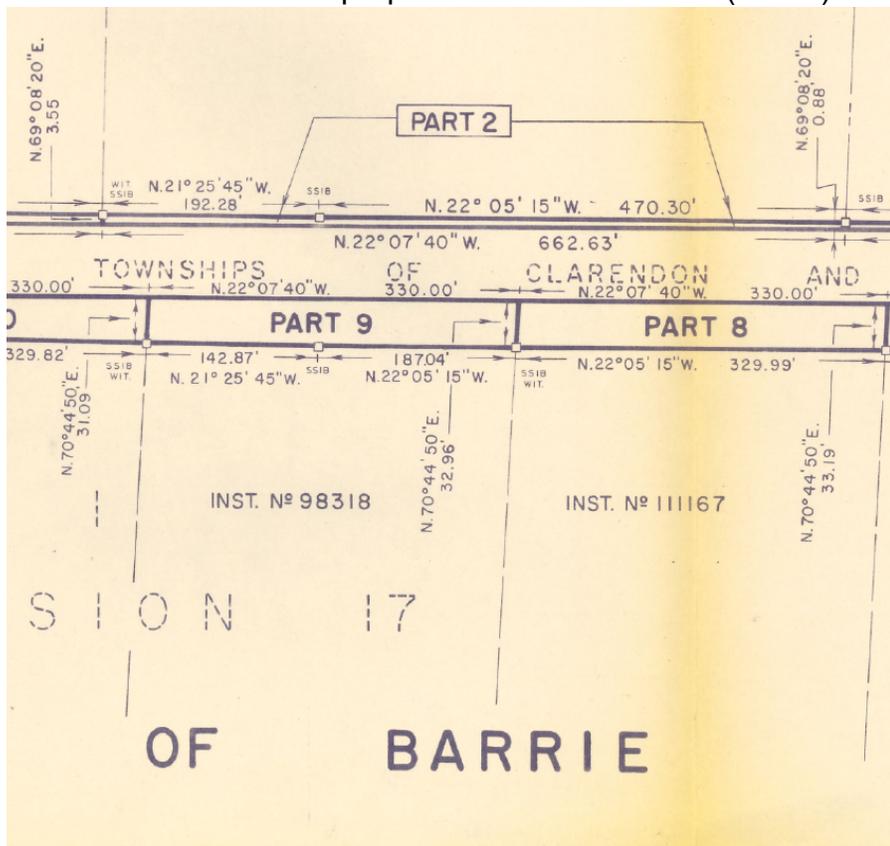
Brooke Drechsler, Deputy Clerk/Assistant to the Planning Manager
Darwyn Sproule, Public Works Manager

Comments:

On February 5, 2025, Jonathan Tooley, owner of the property provided the following details from his surveyor Hopkins Chitty Land Surveyors Inc. "Our Registry Office research discovered Reference Plan No. 13R-5191, which appears to be a survey along the Buckshot Lake Road for the purpose of acquiring a widening from the adjoining owners and adding it to the Road. Further research has confirmed that not all the necessary deeds were registered with respect to transferring the widenings to the Municipality, in particular no widening was ever deeded from your property."

Mr. Tooley is proposing to complete the transfer of Part 9 on Registered Plan 13R-5191 to the Township. Buckshot Lake Road is included in [By-law #89-13](#) Level of Service Policy and is maintained by the Township for approximately 16 kilometers.

The section of the road proposed to be transferred (Part 9) has been surveyed:



In similar situations in the past, the Township has been responsible for the legal costs associated with the property transfer (i.e. preparation of deeds, title search, registration of Transfer and By-law, etc.).

Financial Impact:

Operating Contingency Reserve. As per the 2026 Budget the Operating Contingency Reserve has an estimated year-end balance of \$1,338,578.

As the Township receives requests and inquiries regarding Road transfers on a regular basis, an estimate was requested from the Solicitor for these. The estimate provided by the Solicitor to complete the work is as follows:

- Fee for preparation of Transfer and Application to register By-law - \$500.00
- Registration of the Transfer and By-law (2 registrations at \$78.79 each) - \$157.58
- Law Society Levy - \$65.00
- Sheriff Certificate (if required) - \$12.15 per name
- If there is/are a mortgage(s) on title to the lands, we would charge \$250.00 for each partial discharge of mortgage that we would have to write the banks for. The registration of each partial discharge of title would be \$78.79.
- Miscellaneous Disbursements – title search, PIN abstracts, etc.

As well, on occasion, the Township has had banks request appraisals of the lands before they'll sign partial discharges.

The above noted is a rough estimate only, assuming the transfer is straight forward. Should any unforeseen issues arise, the fees/disbursements charge may change accordingly.

Strategic Implications:

Sustainable Core Services

To: Mayor and Members of Council
From: Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M.
Approved by: Kelly Watkins, CAO Back-up
Date of Meeting: 20 Mar 2026
Re: Request for Township to Transfer Shore Road Allowance in exchange for a portion of Mountain Road

Recommendation:

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Request for Township to Transfer Shore Road Allowance - Tooley";
And That Council does not approve the request to transfer the shore road allowance as part of the Mountain Road being transferred to the Township;
And That if the property owners would like to acquire the shore road allowance they can apply to purchase same in accordance with the Sale of Land Policy.

Background:

At the July 10, 2025 Council Meeting, Council received a report from the Clerk/Planning Manager and the Public Works Manager entitled "[Assumption of a Portion of Mountain Road to Correct the Title of Properties](#)" and passed the following Resolution:

221-25 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Public Works Manager's and the Clerk/Planning Manager's Administrative Report entitled "Assumption of a Portion of Mountain Road to Correct the Title of Properties";

And That Council receives the request from the Solicitor for Barry and Marie Tooley and Gina and Richard Kellar providing the history of the properties and the need to have a registerable legal description to correct the respective titles;

And That Council is agreeable to accepting title to the portion of Mountain Road through Lot 11 and Lot 12, North East Range, geographic Township of Miller provided the road is surveyed to a width of 20 metres (66 feet) at the expense of the property owners;

And That Council approves paying the legal fees for the preparation of the Transfer, registering the Transfer and By-law and Law Society Fees, and miscellaneous disbursement at an estimated cost of \$1,000. All legal work completed by the Township's Solicitor for Sherriff Certificates, Mortgage Discharges, Appraisals, and any unforeseen title issues shall be covered by the property owners;

And That Council instructs the Treasurer to transfer the Township's legal costs associated with the property transfer, including preparation of the Transfer, title search and registering the By-law from the Contingency Reserve Fund;

And That Council authorizes the Mayor and Clerk to sign the Transfer for this portion of the Road Allowance and Council will consider a By-law at a future meeting to assume this portion of Mountain Road;

And That Council approves the Clerk signing an Undertaking prepared by the property owner's solicitor advising Council will pass the necessary By-laws to dedicate the portion of Mountain Road identified on the required survey as public highways once the property is transferred.

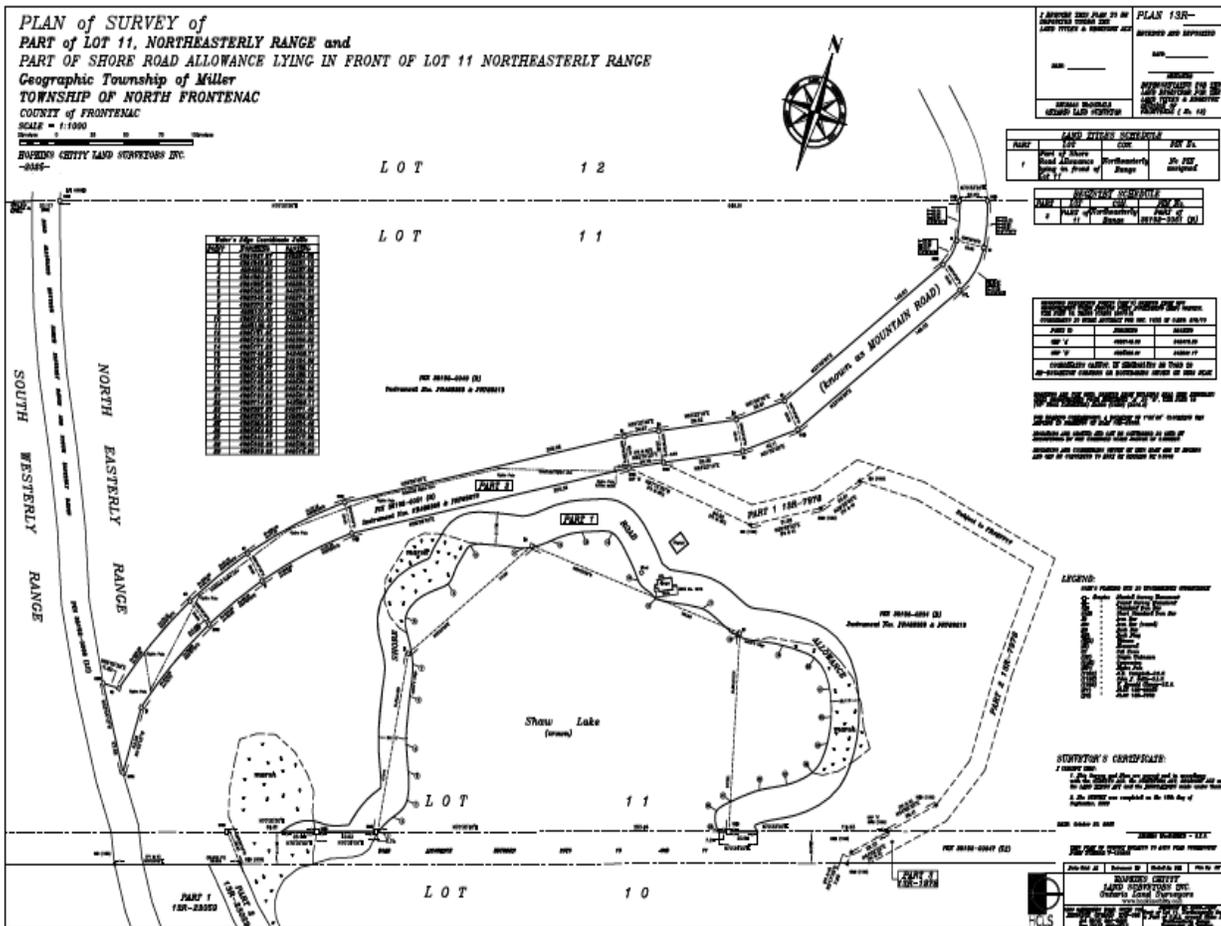
Carried

Researched By:

Tara Mieske, Clerk/Planning Manager

Comments:

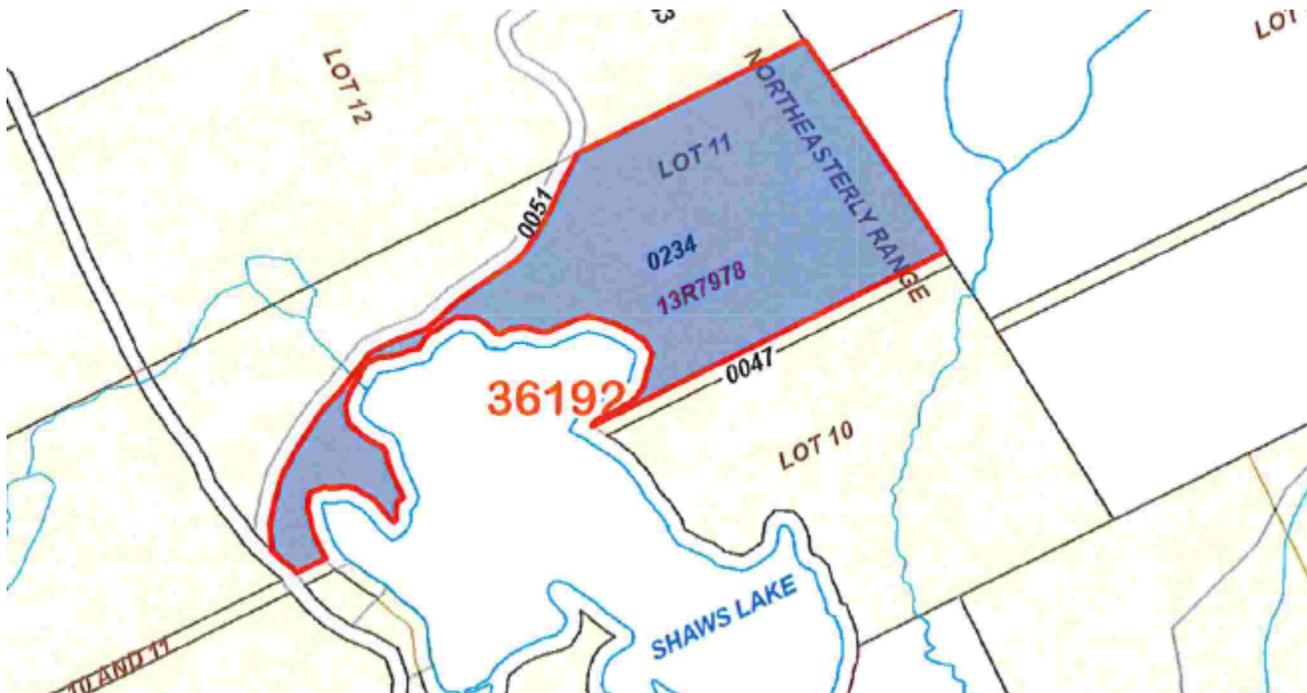
On March 2, 2026, the Township received a letter from Robert P. Tchegus, C.S., lawyer, in response to the information provided with respect to Resolution #221-25 and a copy of the draft survey.



It is noted in the lawyer's letter, "the need for this survey and transfer arises from a historic quit claim conveyance registered in 1988 which failed to exclude the Mountain Road and shore road allowance... In order to fully and accurately correct title, and to allow the affected lands to be converted into the Land Titles Conversion Qualified system, our clients respectively request that the Township consider and approve the reciprocal conveyance of the surveyed shore road allowance, contemporaneously with the transfer of Mountain Road."

In reviewing the original By-law and Transfer to the Estate of Amelia Tooley, the legal description noted was "Lot 11, North East Range, Township of Miller, County of Frontenac, Province of Ontario, containing 88 acres more or less". It does not make reference to the shore road allowance in either the By-law or Transfer. Therefore; the intentions of the Township at that time with respect to the shore road allowance are unknown. Also, when reviewing the Parcel Register there isn't any reference to

the shore road allowance and the PIN map shows it as a separate piece outside PIN 36192-0234 (see below). The survey notes the shore road allowance has no PIN assigned. If it was part of PIN 36192-0234 it would be noted on the draft survey.



Therefore; because the shore road allowance does not appear to be part of PIN 36192-0234 it should not impact the conversion to Land Titles. If the shore road allowance is transferred in exchange for the Mountain Road, the Township will still be required to pass a By-law and complete legal work in accordance with the Sale of Land Policy.

It is staff's recommendation the reciprocal conveyance of the surveyed shore road allowance from the Township to the property owners not be part of the transfer of Mountain Road to the Township.

Financial Impact:

If Council agrees to transfer the shore road allowance in exchange for the Mountain Road the costs for the inspection, public notice, administrative and legal work will be at the Township's expense which is estimated at \$1,200 plus HST. Also, the Township will not receive the land costs at \$0.55 per square foot.

Strategic Implications:

None.

To: Mayor and Members of Council
From: Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M.
Brooke Drechsler, Deputy Clerk/Assistant to the Planning Manager
Approved by: Kelly Watkins, CAO Back-up
Date of Meeting: 20 Mar 2026
Re: Amendments to the Procedural Policy for Members of Council,
Committees and Task Forces

Recommendation:

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Amendments to the Procedural Policy for Members of Council, Committees and Task Forces";

And That Council approves the recommended amendments, with the following changes:

And That Council instructs the Clerk to provide Council with the amended policy at an upcoming meeting for consideration.

Background:

At the meeting held February 6, 2026, Council passed the following Resolution:

Resolution #51-26

Moved by Councillor Vernon Hermer, Seconded by Councillor John Inglis

Whereas at the Council meeting on January 16, 2026, Councillor Hermer served a Notice of Motion to discuss the Procedural Policy, specifically Section 6.6 Electronic Participation in Open and Closed Meetings, at the February 6, 2026, Council Meeting;

Now Therefore Be It Resolved That Council instructs the Clerk to update Section 6.6 regarding Electronic Participation to:

- limit the number of meetings a Council member can attend electronically, outside of extenuating circumstances;
- and to include provisions regarding Council attendance at meetings, both in person and electronic;

And That the Clerk provide a report to Council at an upcoming meeting regarding these changes and possible housekeeping amendments for Council's consideration.

Carried

Researched By:

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

Comments:

The following sections of the [Procedural Policy](#) are proposed to be amended:

Section 3.7 (formerly 3.9) Public Meetings held under the Planning Act

Provisions were clarified to address public participation during a Public Meeting held under the Planning Act and to reduce the time to speak from 10 minutes to 5 minutes.

Section 6.6 Electronic Participation

Based on Council's Resolution, the following amendment (shown in red) is recommended

Section 6.6 Electronic Participation

Members may participate in Open Meetings electronically and when doing so shall be counted towards quorum. **Members are limited to attend two (2) Regular Council Meetings per year through electronic participation without prior approval from Council.**

For clarification the following amendment is recommended:

Electronic participation will not be allowed at the following meetings:

b) where a Resolution of Council requires **in person attendance.**

Section 6.7 Absence

Any Member who will be absent from a meeting of Council or Committee Meeting shall notify the CAO prior to the meeting.

Replace with:

6.7 Absenteeism or Leave of Absence by a Member of Council

The office of a member of Council will not become vacant if the member of Council who is absent for twenty (20) consecutive weeks or less, if the absence is a result of the member's pregnancy, the birth of the member's child or the adoption of a child by themember.

- a. All member will endeavor to provide substantive notice of such absence to the CAO at least forty eight (48) hours prior to the commencement of the meeting from which the member shall be absent.
- b. Where a member is absent from the Regular meetings of Council for more than three (3) consecutive meetings, Council shall consider a motion to suspend the Members remuneration until they return to active status as authorized by Council.
- c. Where a member is absent from meetings of Council for three (3) successive months without being authorized to do so by a Resolution of Council, the office of the member shall be declared to be become vacant in accordance with the provisions of Section 259(1) and in accordance with Exceptions (1.1), (2), (3) and procedures as set out in Section 263 of the Municipal Act, 2001 shall apply.

Section 7.2 Order of Business

Regular Meetings: **The order of the Agenda may be changed at the discretion of the Clerk but shall...**

Section 7.15 Public Forum

The Chair shall invite ~~questions~~**comments** from the gallery provided the ~~questions~~**comments** is pertinent to that Meeting's Agenda items only.

Section 8.2 Strong Mayor Powers - Vetoing a By-law

The Clerk shall provide notice of the Mayoral Directives by posting the decision on the Township's website. The Directives will be removed after a twelve month period.

Section 16.2 Filling Vacant Position

In the case of a Councillor, **if the office becomes vacant**, the ~~position~~**vacant office** will be offered to the candidate from the vacant Ward ~~who had~~**with** the **next** highest number of votes at the previous

election, and if declined, to the candidate with the next highest number of votes, etc., provided the candidate received at least fifteen percent (15%) of the votes at the previous election. If unable to fill the vacant office in this manner, the Clerk shall advertise the vacancy for public interest in filling the position, from the Ward in which the vacancy occurred.

If no appropriate candidate is available, the Clerk shall advertise the vacancy for public interest in filling the position, from the Ward in which the vacancy occurred.

Financial Impact:

None.

Strategic Implications:

None.

To: Mayor and Members of Council
From: Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M.
Approved by:
Date of Meeting: 20 Mar 2026
Re: Road Allowance Closure - Lot 16, Concession 1 being Part 4 on Registered Plan 13R- 8656 - Title Issue

Recommendation:

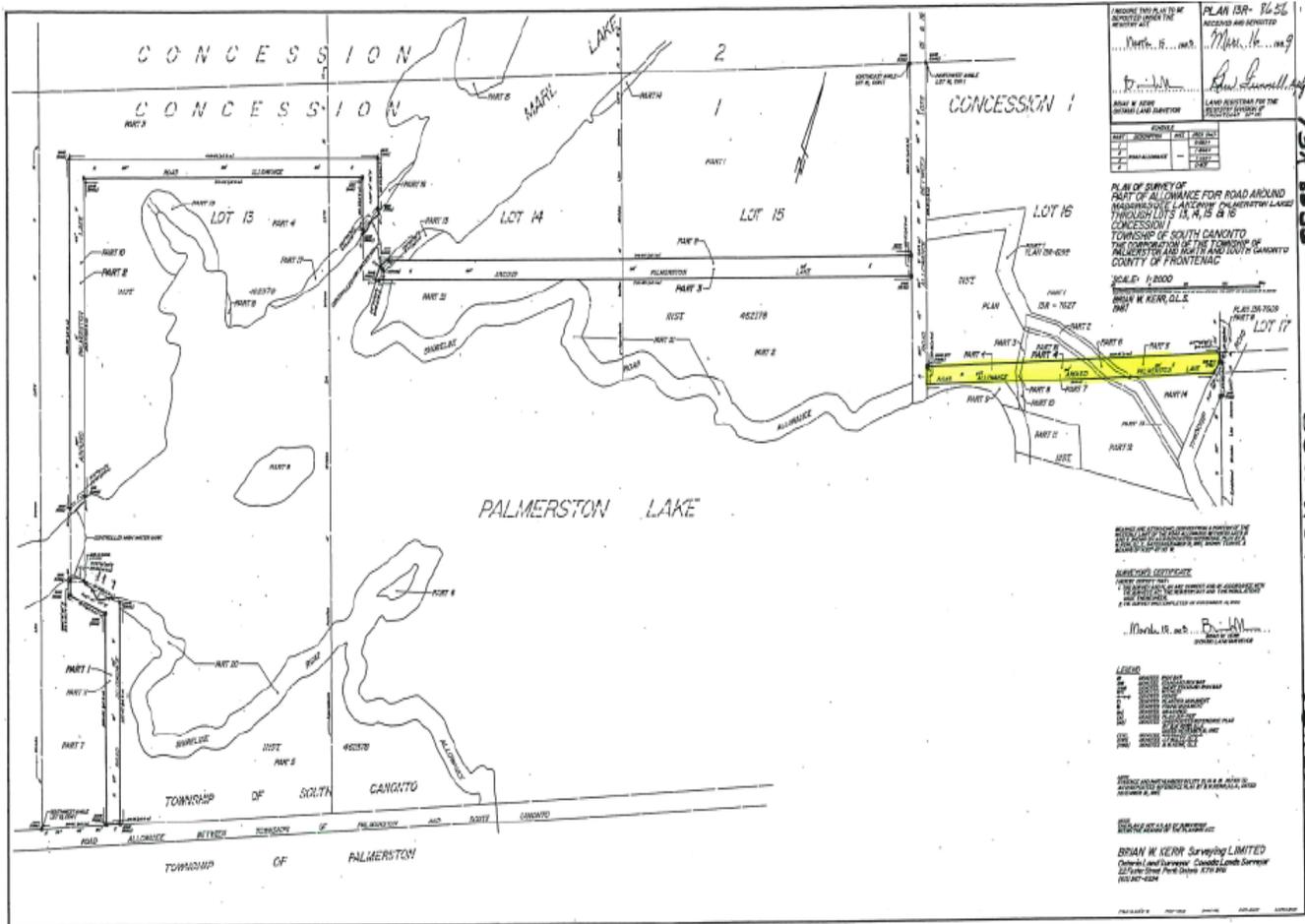
Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Road Allowance Closure - Lot 16, Concession 1 being Part 4 on Registered Plan 13R- 8656 - Title Issue";

And That Council instructs the Clerk to advise the property owner and their solicitor, Council is agreeable to passing a By-law to close, stop-up and transfer the road allowance provided the impacted property owners pay the Township's legal work to have the By-law registered and are responsible for the completion and costs of having the road allowance resurveyed and the legal work required to correct the title;

And That Council approves an exemption to By-law #2025-04, being the Sale of Land Policy in this case, due to the previous passing of the Township of Palmerston, North & South Canonto, By-law #20-89, including not requiring an application, public notice, administration fee and land costs, etc.

Background:

Township staff received an inquiry from Iris Young, resident, advising she has a title issue with her property due to a portion of the road allowance within her property not being closed properly. The road allowance is included in her legal description; however, the Road Closing By-law required was not registered. The Clerk located By-law #20-89 passed on April 3, 1989 by the Council of the Township of Palmerston, North & South Canonto which closed, stopped-up and transferred the road allowance being Parts 1, 2, 3, and 4 on Registered Plan 13R-8656 (see below) to the subdivision (former owner of the property). Part 4 is highlighted in yellow, which is the parcel impacting Ms. Young's property.

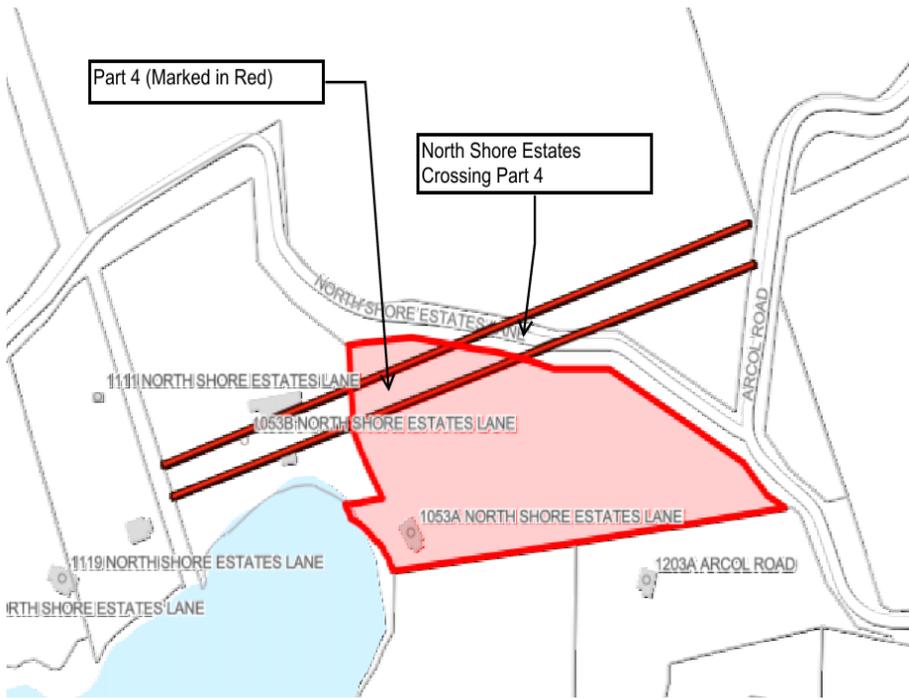


Researched By:

Tara Mieske, Clerk/Planning Manager

Comments:

Mary Foss, solicitor retained by Ms. Young, provided the registry office details and documents registered on Ms. Young's property and surrounding properties. Ms. Foss also reviewed By-law #20-89. She did not recommend registering By-law #20-89 as North Shore Estates Lane (in the ownership of the Township) crosses the Road Allowance and if the Road Closing By-law was registered, a small portion of North Shore Estates would be closed inadvertently. Also, Part 4 crosses three separate ownership parcels at this time. She advised the road allowance would need to be resurveyed to identify the different ownership parcels and North Shore Estates Lane.



In order to correct the title issue Ms. Foss recommended Ms. Young and potentially the other two property owners impacted by the road allowance (Part 4 on 13R-8656) be responsible to have the road allowance re-surveyed. The Township would then transfer the portions of the road allowance to the applicable property owner(s).

Public Notice was provided of Council's intent to pass the By-law at the February 27, 1989 meeting. Also, the subdivision agreement required the road allowances shown on Plan 13R-8656 to be closed and conveyed to the subdivision owner. We are unable to determine why the road closing By-law was not registered at that time.

Therefore, it is recommended Council provide an exemption to the Sale of Land Policy and not require a road closing application, application fee, public notice or land costs for the road allowance described as Part 4 on 13R-8656. The impacted owners (Ms. Young and the neighbouring property owners) will be responsible for the Township's legal costs related to registering the By-law. The property owners will be responsible for having the road allowance re-surveyed and their solicitor preparing the transfer documents.

Financial Impact:

There will be staff time required to prepare a report to Council and the By-law. The Township's legal fees will be the responsibility of the property owner(s).

Strategic Implications:

None.

To: Mayor and Members of Council
From: Brooke Ross, Manager of Community Development, Dipl.M.A.
Approved by: Kelly Watkins, CAO Back-up
Date of Meeting: 20 Mar 2026
Re: Plevna Rink Project – Budget Considerations

Recommendation:

Be It Resolved That Council receives for information the Manager of Community Development’s (MCD) Administrative Report entitled “Plevna Rink Project - Budget Considerations”;

And That Council select one of the following options regarding the project budget overage:

Option A – Decline the Over-Budget Amount

That Council declines the project proceeding at the negotiated contract amount and directs the Manager of Community Development (MCD) to provide notice to the Province per Section A4.8 of the Transfer Payment Agreement that the roof portion of the project will not be completed.

OR

Option B – Approve the Additional Project Funding (excluding soffit and fascia)

That Council approves the project proceeding at the negotiated contract price, recognizing a current funding shortfall of \$97,395 and directs the Treasurer to transfer up to \$100,000 from the Canada Community-Building Fund (CCBF) to this project to address the shortfall and provide a small contingency.

OR

Option C - Approve the Additional Project Funding Including Soffit and Fascia Work

That Council approves the project proceeding at the negotiated contract price, recognizing a current funding shortfall of \$144,205 and directs the Treasurer to transfer up to \$150,000 from the Canada Community-Building Fund (CCBF) to this project to address the shortfall and provide a small contingency.

Background:

Council approved proceeding with the Plevna Rink Project at a total cost of \$693,861.

To date the following has been completed underbudget: demolition of existing structure, forestry work, hoe ramming, concrete forms and pad, installation of rink boards, engineering, etc.

The remaining work left if Council proceeds with the roof is: electrical hook-up and court line painting, which there is separate money being held back to complete these portions.

Researched By:

Brooke Ross, Dipl.M.A., Dipl.M.M., Manager of Community Development
Kelly Watkins, Dipl.M.A., Dipl.M.M., Treasurer

Comments:

The Township released a Request for Proposal (RFP) 2025-13 for a Rink Roof (Design and Build) on August 21, 2025, with a September 11, 2025 closing. There were no Proposals received.

The Township released a second Request for Proposal (RFP) 2026-01 for a Rink Roof (Providing Engineered Drawings) on January 29, 2026, with a February 19, 2026 closing. There were several Proposals received for this, none that conformed with the Budget. There were two options to provide a proposal for: Option #1 - price for building per the provided engineered drawings (wood framed construction); Option #2 - price for building and engineering a fabric dome.

The total budget available for the roof project, including contingency, confirmed previous donations, and prior project savings, is \$332,932.43 (including non-recoverable HST).

In accordance with Section 7.2 – Unresponsive or Excessive Bids of the Township’s Procurement Policy #100-19: Where Bids are received in response to a Bid Request, but all are in excess of project estimates or are non-compliant with or unresponsive to the Bid Documents then:

- (i) The Authorized Person may reissue a revised Bid; or
- (ii) The Authorized Person, in consultation with the CAO, jointly may enter negotiations with the lowest compliant Bidder to achieve an acceptable Bid within the project estimate.

Note the RFP stated that Option #1 will be assigned preferential scoring and assessed first. Option #2 will be scored only in the event that Option #1 is deemed not feasible

The Township received bids exceeding the available project budget for both Option #1 and Option #2.

As permitted under the Procurement Policy, staff proceeded with negotiations with the lowest compliant bidder (for Option #1), whose initial bid submission was \$540,318.58 (including non-recoverable HST). This bid exceeded the available project budget by \$207,386.15.

Staff did look at the lowest compliant bidder for Option #2 as well, whose initial bid submission was \$477,254.40 (including non-recoverable HST). This bid exceeded the available project budget by \$144,321.97 and was determined to be **non-negotiable**.

Through negotiations with the contractor (for Option #1), the following scope reductions were agreed upon:

- Removal of soffit and fascia work: \$46,809.60
- Removal of additional structural components (switching wood posts to steel posts and changing the gauge of steel to be used): \$28,465.78

Following these adjustments, the contractor provided a revised price of \$465,043.20 (including non-recoverable HST). The revised pricing does require the Township to re-engineer the drawings at a cost of \$4,070.40 (including non-recoverable HST). The total cost would be \$469,113.60.

This resulted in the project remaining \$136,181.17 over the available budget.

Additional Fundraising - Community Contributors and Rink Board Advertisements

During this time, the Township continued efforts to raise additional funds through rink board advertising and outreach to community partners. The following additional confirmed funds and donations have been secured:

- \$17,895 - Rink Board Advertising (26 boards, net of printing costs)

- \$10,000 - Land O' Lakes Lions Club
- \$5,000 - Snow Road Community Centre Volunteers
- \$5,000 - Lookout Home Hardware Building Centre
- \$1,000 - Ompah Community Centre Association

Total Additional Funding Secured: \$38,895

After accounting for these confirmed contributions, the remaining project shortfall is \$97,395.

Staff have reached out to additional community partners to explore the potential for financial contributions toward the project. At this time, responses are still pending from three organizations regarding possible donations.

Staff have also contacted the Ministry of Tourism, Culture and Gaming, the funding body providing the 50% grant, to inquire whether additional funding might be available and to understand the implications should the roof portion of the project not proceed due to the current budget shortfall. The Ministry advised that the funding amount outlined in the Minister's funding notification letter represents the maximum available under the program, and no additional funding can be provided. Recipients are responsible for covering any remaining project expenses, including cost overruns. The Ministry further advised that if Council decides not to proceed with the roof replacement due to the increased costs, the Township would be required to submit a Notice to the Province under Section A4.8 of the Transfer Payment Agreement. Upon receipt of this notice, the Ministry would review the circumstances and advise on any required next steps, which may include re-scoping the Transfer Payment Agreement to remove the roof from the approved work plan.

Council can consider three (3) options:

Option #A - Decline the Over-Budget Amount - Council may choose to decline the project proceeding at the negotiated contract amount and direct the Manager of Community Development (MCD) to provide notice to the Province per Section A4.8 of the Transfer Payment Agreement that the roof portion of the project will not be completed.

Option #B - Approve the Additional Project Funding (excluding soffit and fascia) - Council may choose to approve the project proceeding at the negotiated contract price, recognizing a current funding shortfall of \$97,395. Approval would allow the Township to proceed with construction of the roof project as planned, while staff continue efforts to secure additional donations or grant funding that may further reduce the Township's financial contribution. The funds are proposed to come from the Canada Community Building Fund (CCBF) and if Council chooses this Option would direct the Treasurer to transfer an additional up to \$100,000 (to encompass a small contingency from the CCBF to this project).

Option #C - Approve the Additional Project Funding Including Soffit and Fascia Work - Council may choose to approve the project proceeding at the negotiated contract price but adding back in the soffit and fascia (\$46,809.60) to have a fully finished project (this work will be required to be completed in subsequent years), recognizing a current funding shortfall of \$144,205. The funds are proposed to come from the Canada Community Building Fund (CCBF) and if Council chooses this Option would direct the Treasurer to transfer an additional up to \$150,000 (to encompass a small contingency, should pricing change slightly) from the CCBF to this project.

Canada Community Building Fund (CCBF)

The CCBF estimated year-end balance per the 2026 budget \$1,193,546. The purpose per the Reserve/Reserve Fund Policy is "The Canada Community-Building Reserve Fund provides funding for investments in Environmentally Sustainable Municipal Infrastructure (ESMI) Projects and Capacity Building Projects as per the Agreement for the Transfer of Federal Gasoline Tax Revenues". This project would fit the CCBF category for Recreational infrastructure – investments in the construction, material enhancements, or renewal of recreational facilities or networks.

Staff have taken several steps to reduce the financial impact of this project, including negotiating with the lowest compliant bidder to reduce the contract price and actively pursuing additional funding through community partnerships and rink board advertising. The strong support demonstrated through community donations highlights the value and importance of this facility to residents and local organizations. While the project remains over the original budget estimate, proceeding at this time allows the Township to maintain project momentum, take advantage of the contractor's availability to begin construction, and continue delivering a significant community asset. Staff will also continue to pursue additional donations and potential grant funding opportunities to further offset the Township's financial contribution where possible.

Financial Impact:

Previously Approved Funding and Donations:	\$693,861
\$310,473 - CSRIF Funding	
\$367,126 - Township Funding	
\$500 - Clar Mill Community Volunteers	
\$14,157 - Hockey Moms and Dad	
\$1,605 - Ompah Youth Group	
New Funding - Donations and Rink Board Advertisements:	\$38,895
\$10,000 - Lions Club	
\$5,000 - Snow Road Community Hall	
\$5,000 - Lookout Home Hardware	
\$1,000 - Ompah Community Hall	
\$17,895 - Rink Board Advertisement (Net of expenses)	
Costs to date and estimated costs:	(\$830,151)
\$336,003.86 - Costs to date (include excavation, cement and rink boards)	
\$465,043.20 - Negotiated cost for Roof	
\$29,103.36 - Electrical, permits, engineering, etc.	
Over Budget	
Proposed to be funded from the CCBF Reserve Fund (Option B)	\$97,395 OR
Proposed to be funded from the CCBF Reserve Fund (Option C)	\$144,205

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.

To: Mayor and Members of Council
From: Darwyn Sproule, Public Works Manager, P. Eng.
Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M.
Approved by: Kelly Watkins, CAO Back-up
Date of Meeting: 20 Mar 2026
Re: Mandatory Septic Inspection Proposal at Time of Transfer

Recommendation:

Be It Resolved That Council receives the Public Works Manager's Administrative Report entitled "Mandatory Septic Inspection Proposal at Time of Transfer";
And That Council approves Option #4 being to expand the current voluntary septic inspection program to include mandatory septic inspections for properties at the time of sale with services being provided by the Mississippi Rideau Septic System Office (MRSSO);
And That prior to implementation the Public Works Manager and Clerk shall complete further research on the following:

- proposal details from MRSSO
- costs and user fees
- duties assigned to each Department, including staffing impacts and the role of MRSSO
- implementation plan
- draft By-law provisions
- proposed exemption criteria for family members, and
- qualifications required by others to conduct alternate inspections;

And That staff will report back to Council at a future meeting.

Background:

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

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

On April 25, 2025, Council passed the following Resolution #145-25:

Be It Resolved That Council receives for information Councillor Huetl's Administrative Report entitled "Environmental Task Force - Mandatory Septic Inspection Proposal" on behalf of the Environmental Task Force;
And That Council instructs the Clerk/Planning Manager and Public Works Manager to complete research on a potential mandatory septic inspection program on properties at the time of sale and report back to Council for future consideration;

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

The proposal includes mandatory septic inspections on properties with a dwelling when there is a transfer of ownership. Exemptions were suggested for homes that have had systems installed or inspected within 10 years of the sale and also transfers between family members. The definition of 'family members' remains to be determined.

The septic inspection program will typically include the following components. The actual duties assigned to each function will vary depending on the option selected:

- 1) administration - outreach, identification of properties, determining the need for an inspection based on established criteria, initial notice to the owner, consult the inspection function as required, final notice confirming compliance / acceptance,
- 2) inspection - follow up on the notice to owner, scheduling, inspection, education, acceptance or issue direction to address deficiencies, follow-up inspection, compliance monitoring, sign-off,
- 3) enforcement - in the event of failure to comply, assemble documentation, issue orders, monitor status of non-compliance, participate as an agent or witness, support Building Department.

Options are proposed to deliver the administration, inspection and enforcement components of the proposed septic inspection program. Funding options for the program are also presented.

Researched By:

Environmental Task Force Sub-Committee
Darwyn Sproule, Public Works Manager
Tara Mieske, Clerk/Planning Manager
Don Reed, Chief Building Official
Kelly Watkins, Treasurer

Comments:

Authority to Require Inspections

Under the Municipal Act, municipalities have authority to pass by-laws necessary to protect the environmental well-being of the municipality and to protect the health, safety and well-being of residents in the municipality. In the Township Solicitor's opinion this section would authorize the Township to enact a septic system maintenance program. It is possible to use the transfer of title as the trigger for an inspection. However, it is recommended that the by-law include some exemptions for systems which were recently installed or inspected, or transferred to a family member.

Rationale and Basis for the Proposed Program

1. Public Health and Environmental Protection

Reduce the possibility of water contamination from leaking septic systems which would introduce bacteria and viruses into the environment.

Protect lakes and rivers, groundwater and drinking water systems from contamination.

Protect aquatic ecosystems by reducing the spread of pollutants which can have a drastic effect on plant growth and oxygen levels in lakes.

2. Regulation and Property Value

Support responsible septic system ownership, help property owners meet all standards required for their septic systems and prevent potential failures, fines or penalties.

Improve property value by giving new homeowners confidence in the system functioning properly.

3. Proactive Maintenance

Regular inspections help the homeowner identify small issues before they become major costly repairs or a replacement.

Increased awareness of the importance of water conservation.

Educate the home owner on how a septic system should operate properly and offer information regarding appropriate use and maintenance.

Sales Data

The Township is provided sale information from MPAC. However; MPAC has advised the sales information cannot be used for operational purposes. In order to obtain sale information the Township would require an Agreement with Teranet. For a five-year term the cost to obtain the data bi-annually, quarterly and monthly would be \$6,334, \$6,703 and \$8,176 respectively.

Monthly sales data is recommended to ensure inspection notices are issued in a timely manner following the sale. Other methods of monitoring sales status were considered but the Teranet data was considered essential to administer the program effectively and without being in contravention of the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) and our agreement with MPAC.

Mandatory inspection notices provided after the transfer of title potentially leave the new owner solely responsible for any subsequent repairs, remedial work or a costly replacement. This is the result of the Township not being able to obtain notice until after the property transfer has been completed. Potentially, once the requirement for mandatory inspections is well publicized, purchasers will be aware of the requirement and have the option to address responsibility for the inspection in an offer-to-purchase agreement and / or insist on the seller having the inspection completed prior to the sale.

Program Implementation

Staff have reviewed several options to implement the program. There are pros and cons to each option, and the duties identified for each function will be assigned based on the option selected.

Administration

Administrative staff would review the Teranet reports and the status of each property to determine if an inspection is required. If so, they would prepare a letter to new property owner advising of the required inspection, then liaison with the inspection function, accept and record documentation, follow-up if documentation is not provided by the owner and maintain inspection records. It is estimated this would require approximately 4 hours at an estimated cost of \$150.00 per property (minimum).

If the property owner does not respond and or if additional correspondence is required to address remedial work there will be additional hours and costs required.

The administrative staff under the direction of a manager would also provide outreach and general education to the community regarding the inspection program.

Inspections

We researched who could complete the inspections. Consideration was given to septic designers, installers, pumpers, home inspectors, qualified consultants, Township Building Department staff, etc. There are pros and cons to the different inspection options.

External inspections completed on behalf of the property owner would not impact staff time; however, follow-up and enforcement would be the responsibility of the Township. The acceptance of inspections completed within the past 10 years will require establishing the acceptable scope and inspector qualifications.

There is also the option of the Township retaining inspection services by a third party. This would have the least impact on staff time and address any concerns regarding the scope or quality of inspections.

If the inspections are completed by Building Department staff, the amount of staff time required to complete the inspections, follow-up and enforcement is unknown, but likely onerous.

Enforcement

Enforcement is the most time consuming and costly consideration of implementing the program. For other By-law and Building Code infractions the enforcement can be as much as \$20,000 plus staff time.

The scope includes follow up inspections/investigations, interacting with the owner, issuing orders, collecting data/evidence and attending court as a witness/agent, if the matter reaches the courts. Some agencies that retain a third party for inspections, also include enforcement in the terms of reference. The inspector is already familiar with the property, held discussions with the owner, has the site data (and reports) to support enforcement efforts. This enforcement service is typically provided on an hourly or time-and-materials basis.

The Township currently has an agreement with the Mississippi Rideau Septic System Office (MRSSO) to complete inspections for the Township's voluntary inspection program. There is the option of expanding MRSSO's current agreement to include the mandatory inspections. The scope of work used for the voluntary inspections would fulfil the mandatory inspection requirements. MRSSO also complete mandatory inspections for several other municipalities.

Other Considerations

Options for educating the public on the mandatory inspection program include:

- Inquiries, zoning and tax certificate requests from potential purchasers
- Local real estate agents
- Social media/website
- Tax bill insert
- Communications with Lake Associations

If Council implements a mandatory septic inspection program (at the time of sale) we recommend continuing with the voluntary program given the specific focus on waterfront properties. If the scope of the mandatory program expands in the future then the voluntary program could be reassessed at that time.

The biggest challenge with implementing a mandatory septic program, depending on the scope, are the unknown staff implications/costs. Existing Township staff (Building Department) do not have

capacity to add the additional workload. Therefore; consideration would have to be given to adding additional staff or to contract some of the required services.

Preparing the required by-law and policy for the mandatory program will require additional legal services.

Options for Consideration - Mandatory Septic Inspection Program

Option #1

Not proceed with the mandatory septic inspection program (time of sale) at this time.

Pro - no further cost or staff time required.

Con - does not address health and or environmental protection objectives.

Not recommended.

Option #2

Staff proceed with implementing the mandatory septic inspection program at the time of sale using Township staff for administration, and inspections being completed by the property owner (at their expense) using a qualified person/service. The issue of who addresses non-compliance and enforcement issues remains to be addressed.

Pro - minimum administrative staffing, minimum Township inspection requirements unless owner's inspection is identified as inadequate, owner has more control over options/costing.

Con - challenge to address quality or adequacy of the owner's inspection report, difficulty addressing deficiencies or non-compliance, additional inspection effort required by the Township if there is non-compliance, difficult to identify non-compliance issues, difficult to address enforcement.

Not recommended.

Option #3

Staff proceed with implementing the mandatory septic inspection program at the time of sale using Township staff for administration and inspections. With inspections being completed by the Township's Building Department staff. Follow-up and enforcement for non-compliance would also be provided by the Building Department given the fact they completed the inspection.

Pro - average administrative staffing effort, appropriate inspection completed, supports potential enforcement efforts given first-hand knowledge, fixed cost / user fee could be established for service (unless there are non-compliance / enforcement issues).

Con - required service could not be delivered by the current Building Department staffing level, additional staffing required, non-compliance events and enforcement efforts can be significant and time consuming.

Not recommended.

Option #4

Staff proceed with implementing the mandatory septic inspection program at the time of sale. Retain MRSSO on contract for the inspection services and enforcement. The administration of the program needs to be determined and will require some Township staff time. The service agreement for inspections would be based on the current agreement for the voluntary inspection program with a fixed rate established per inspection. The Building Department would be kept informed regarding non-compliance issues and guide MRSSO.

Pro - average administrative staffing effort, additional admin staff not required, minimum impact on the Building Department, appropriate inspection completed, supports potential enforcement efforts given first-hand knowledge by inspector, fixed cost / user fee could be established for service, efficiencies associated with extending existing voluntary program, MRSSO provides inspection service for Township currently and to other municipalities / including enforcement, MRSSO schedules and coordinates inspections, minimizes demand on Township resources for administration, follow-up

and enforcement, MRSSO can coordinate mandatory with voluntary inspection programs to optimize time and costing. MRSSO could invoice the owner directly for inspections service and minimum workload for Treasury.

Con - enforcement would be on a time and material basis given uncertainty regarding the scope.

Recommended.

Financial Impact:

The program could be delivered as levy-supported or user-pay, or a combination i.e. administration cost as a levy and inspection as a user fee. This could be determined once details of the program are established. The current voluntary program is provided to participants free of charge.

Teranet Agreement

Teranet Agreement (this will be required regardless of the option chosen). For a five-year term the cost to obtain the data at the recommended monthly frequency would be \$8,200 annually.

Administrative Work Completed by Township Staff

The amount of administrative staff time required for the program depends on the option selected and the split between administrative and inspection duties. According to our records there were 69 sales in 2023; 87 sales in 2024; and 85 sales in 2025. It is estimated (depending on the option selected) that administrative staff costs could approach \$12,400 (\$28 plus 30% per hour for 4 hours and 85 properties). However, for Option #4 with the inspection program delivered as a extension of the voluntary program, we estimate being able to deliver the administrative function with our current staffing level (staff time but no additional cost). MRSSO would schedule inspections, send out notices etc. based on the current approach for the voluntary program.

Inspections

The cost of an inspection if completed using a consultant is expected to range from \$150 to \$350. For Option #4 with the inspections combined with the current voluntary program and using MRSSO, the cost is estimated at \$115 (based on our 2025 agreement) given efficiencies associated being able to coordinate the field work for voluntary / mandatory inspections and the shared administrative function. Once the Township provides the owner's contact information, MRSSO will contact the owners, schedule and complete the inspections, and correspond with the owner. We also recommend that MRSSO invoice the owner(s) directly and collect the payment, minimizing program delivery costs for the Township.

Enforcement

It is difficult to estimate the cost of enforcement because it depends on the level of non-compliance by the property owner. Enforcement can be as simple as correspondence addressing what needs to be completed to ensure compliance and following up to confirm the required action has been taken. In this instance there would be minimal staff time and costs. If the property owner is not co-operative and legal or court services are required the costs can be as high as \$20,000 to achieve compliance. Other agencies report enforcement effort required in 1 to 3% of the inspections completed. Not all of the 85 transfers will require an inspection given vacant land, newer systems, a recent inspection or involvement of a family member.

Contracted Service with Mississippi Rideau Septic System Office

For the current voluntary inspection program the Township pays \$50 to \$65 per inspection plus an administrative / management fee. For the 2025 season the total cost was \$6,035 for 53 inspections or \$115 / inspection. The cost of addressing an initial failure to comply would be minimal if the owner promptly addressed the remedial work. Further action including written and verbal communications

with the property owner, posting orders to comply, issuing summons, and preparing documents for prosecutions would be provided on an hourly basis at a typical rate of \$100+ per hour. The Township would be responsible for legal fees and Building Department hours. Enforcement costs could be as high as \$20,000 depending on the specific circumstances.

The Solicitor will be required to review the draft By-law. These legal fees for start-up are estimated at \$3,000.

Costing

Legal (one time)	\$3,000	for startup
	\$unknown	for enforcement
Teranet	\$ 8,200	regardless of Option selected
Administration	\$ <u>0</u>	for Option #4
Annual	\$ 8,200	levy
Inspection	\$115	\$115 user fee (based on 2025 agreement with MRSSO)
Enforcement	\$unknown	depends on scope

For Option #4 - cost includes a \$8,200 levy and a \$115 user fee/inspection.

Option #4 (extending the current voluntary program) minimizes the administration cost and MRSSO could invoice users directly for the user's inspection fee (further minimizing Township administration costs).

Strategic Implications:

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

To: Mayor and Members of Council
From: Darwyn Sproule, Public Works Manager, P. Eng.
Approved by: Kelly Watkins, CAO Back-up
Date of Meeting: 20 Mar 2026
Re: Update Regarding 2023 Tandem Mack (T23) - Insurance Claim

Recommendation:

Be It Resolved That Council receives for information the Public Works Manager's Administrative Report entitled "Update Regarding 2023 Tandem Mack (T23) - Repair Costs";

And That Council instructs the Treasurer to transfer the \$10,000 deductible from the Operating Contingency Reserve.

Background:

In the morning on January 15, 2026 an Operator driving Township Unit T23 (Tandem Mack) was plowing / sanding on North Shore Road. While going up a grade the truck downshifted (automatic) and spun out. As the truck slid backwards down the grade onto the shoulder, it rolled onto it's side. The Operator was not injured and there were no other vehicles involved.

The accident was reported to the OPP and an Incident Number was issued.

A heavy tow truck was requested from a company in Kingston. The tow company was busy given adverse weather and as a result arrived the next day. In preparation for the removal, Township staff shoveled the remaining load off T23 to reduce the risk of damage to the vehicle due to the weight of the salt / sand.

The truck was removed and towed to the Ward 2 Shop the next day (January 16, 2026). The Township Mechanic inspected T23, and after discussions with the Insurance Company, the Unit was towed to a Truck Centre in Kemptville for a detailed inspection and cost estimate.

A claim was filed with the Township's Insurance Company.

Researched By:

Darwyn Sproule, Public Works Manager

Comments:

Fortunately, there were no injuries or other vehicles involved.

The Truck Centre has completed their inspection and provided a detailed estimate based on the damage identified. The Township and Insurance Company have authorized the repairs.

Financial Impact:

The total cost of the two tow calls (North Shore Road and the Truck Centre) was \$9,492. and is covered by insurance.

The Township's deductible is \$10,000 and the Township is responsible to pay the recoverable tax to the Truck Center which can be claimed back with the Annual HST return.

The estimate from the Truck Centre to complete the required repairs is \$51,970.96 with HST. The Township's share being the deductible of \$10,000 and registrants portion of the recoverable HST of \$5,169.41. It is recommended that the deductible of \$10,000 be taken from the Operating Contingency Reserve. (The balance of the Operating Contingency Reserve is \$1,338,578 as per the approved 2026 Budget).

To: Mayor and Members of Council
From: Kelly Watkins, Treasurer, Dipl. M.A., M.M,
Approved by: Kelly Watkins, CAO Back-up
Date of Meeting: 20 Mar 2026
Re: Cemetery Scotia Trust Resignation as Trustee

Recommendation:

Be It Resolved That Council receives for information the Treasurer’s Administrative Report entitled “Cemetery Scotia Trust Resignation as Trustee”;

And That Council authorizes the Treasurer to transfer the funds from Scotiatrust to the Bank of Montreal Cemetery Account.

Background:

As a cemetery operator, proceeds from each sale of interment rights is required to be collected and deposited into a trust fund for future cemetery care and maintenance. Contributions by cemetery operators to the fund became mandatory in Ontario in 1955. A percentage of the price paid for interment or scattering rights is put into the Care and Maintenance Fund or Account, which is a trust fund for the upkeep of a cemetery in perpetuity. The trust fund’s purpose is to ensure there is money available to maintain the cemetery for future generations, including after a cemetery no longer has new burials nor the revenue that comes with them from the sale of interment rights.

The Township currently holds Cemetery Care and Maintenance Funds in Scotiatrust associated with the Plevna–Ardoch Cemetery. These funds were transferred to the Township when ownership and responsibility for the cemetery were assumed from the church.

The Township also has Cemetery Care and Maintenance Funds from the rest of the cemeteries held in an account with the Bank of Montreal (BMO).

Researched By:

Kelly Watkins, Treasurer

Comments:

We received a notice dated January 16, 2026 from Scotia Wealth Management (Scotia) that they are resigning as Trustee for Cemetery Funds. As of the January 16th communication, Scotia believed the Bereavement Authority (BAO) would complete a bulk transfer of the funds based on direction from the account holders.

A follow up communication dated February 9, 2026, Scotia advised that the BAO will not be completing a bulk transfer as anticipated and that each cemetery operator/licensee will need to follow the BAO process to transfer the funds. Scotia has set the resignation date of April 16, 2026.

Reference (O.Reg 30/11) - Under the Funeral, Burial and Creation Services Act, 2002, S.O.2002, c.33:

85. For the purposes of subsection 53 (5) of the Act, a municipality may act as the trustee of a care and maintenance fund or account,

(a) for a cemetery of which the municipality is the owner; or

(b) for a cemetery of which the municipality is not the owner, if the cemetery operator requests the municipality to act as trustee.

The process from the BAO to complete the transfer is:

1. Obtain a Council Resolution supporting the transfer for funds from the ScotiaTrust account to the Township's dedicated cemetery account with BMO.
2. Submit a formal "Application to Transfer Cemetery Care and Maintenance Fund/Account
3. Provide the most recent statement of account/fund from the current trustee

Staff are recommending that the Municipality transfer the balances from ScotiaTrust to our BMO account as we earn interest and any interest earned is allowed to be used annually to offset operating costs of the cemeteries, which the municipality currently completes annually.

Once approval is received from council to complete the transfer, staff are then required to complete an application to the BAO to transfer the funds. Approval is required from the BAO before the physical transfer of funds can be completed.

Financial Impact:

The balance in the account was \$7,051.81 as of December 31, 2025, that would be transferred to the Bank of Montreal and therefore, all Cemetery Funds held under Care and Maintenance will be in the same account.



Environmental Task Force Notes

9:00 AM - Tuesday, February 24, 2026
Council Chambers

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

Absent with Regret: Mike Ward and Katie Surra

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

1. Call to Order

The Chair called the meeting to order at 9:10 am.

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 December 23, 2025 as approved via email and received for information at the January 16, 2026 Regular Meeting of Council.***

No comments.

5. Business Arising

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

1. **Short-term Rentals** - Bruce Moore, Kate Surra and John Inglis

Moore provided an overview of the "Short Term Rentals - Recommended By-law Components" document as provided in the Agenda package. He noted there are proposed key definitions, including definitions to differentiate between commercial and

non-commercial Short-term Rentals (STR). Accommodations which are rented less than 4 weeks per year would be considered non-commercial. Any property owner renting more than 4 weeks per year would require a license. He noted without regulations there is a rapid growth in the number of rentals within the Township. Developers often look for municipalities without regulations when they are investing in properties and these municipalities become a target. Moore noted commercial tourist establishments are subject to regulations and it is unfair that others providing accommodations to the public are unregulated. It is recommended the program be cost neutral and the people benefitting from the rentals pay for the costs of licensing. The proposed By-law could look to address environmental concerns, including concerns with overuse of septic systems and overcrowding of lakes and public safety concerns. There are some suggestions to limit the number of licenses granted each year and to include restrictions and requirements in the proposed By-law with respect to number of rentals per property, parking, septic inspections, occupancy limit and minimum stays.

The Task Force is generally in favour of the proposal. Some concerns and considerations raised were as follows:

- costs to implement and enforce the program, including new staff requirements and impact on current staff.
- lack of a business plan to ensure revenue neutral.
- regulating the minimum stay - suggested this be removed and address in the future if warranted.
- how to determine the number of licenses to grant annually.
- lack of implementation details.
- consider a phased approach (incremental regulations).
- lack data with respect to the current number of STR in the Township.
- what licensing fee should be charged.

Councillor Inglis will prepare an Administrative Report to be provided to Council with the assistance of the sub-committee which will include the "Short Term Rentals - Recommended By-law Components" as amended to incorporate suggestions made by the Task Force. The Administrative Report will recommend Council endorse implementing a By-law and instruct staff to complete research on implementing an STR By-law, including details the cost of implementing and administering the By-law, recommended number of licenses to be issued annually, fees, enforcement, etc.

2. Septic Inspection Programs - Bruce Moore, Kate Surra, Roy Huetl and Fred Fowler Mieske and Sproule provided an overview of the draft Administrative Report re: Mandatory Septic Inspection Proposal. The report provides an overview of the legislation, rationale for the program, implementation, education, etc. It also provides information on the estimated costs to implement the proposed program and options for Council to consider on how to implement the proposed program.

The Task Force discussed the draft report and requested some clarification on some of the details including the costs for the Teranet data and if it is required; who can complete

inspections, exemptions, etc. Sproule advised he has received some additional information since the preparation of the report including more details on the estimated costs which he will implement into the report prior to providing it to Council. Additional information for clarification will also be added based on the discussions. It is anticipated the report will be provided to Council at the March 20, 2026 Council Meeting.

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

Asselin advised he received some additional information on rebates and the load displacement system which he will add to the report to be provided to the Task Force at the next meeting.

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

Deferred.

5. Carrying Capacity of Lakes

Deferred.

6. Community Engagement

Deferred.

6. New Business

a) ***High Speed Train***

Deferred to next meeting.

7. Adjournment

a) ***Meeting adjourned at 11:11 a.m. until March 31, 2026 at 9:00 a.m.***

Councillor Roy Huetl, Chair

Housing Advisory Task Force Minutes

9:00 AM - Wednesday, March 11, 2026

Council Chambers

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

Absent with Regret: Kelly Watkins, Dipl.M.A., Dipl.M.M., Treasurer

Also Present: 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 February 11, 2026 HATF Meeting as approved via email and were received for information at the February 27, 2026 Regular Meeting of Council.

5. Presentations

- a) Robert Lesperance, Resident - North Frontenac Small Home Business Plan

The HATF received the Presentation from Robert Lesperance, Resident and thanked him for his time spent today.

The HATF discussed:

- Potential locations for mock-up of a similar proposal (i.e. Property in the area of Plevna Waste Site or 506 Waste Site)
- Potential incentives that the Municipality could offer
- Potential changes to the Township's Zoning By-law that would assist in making a project like this more feasible
- Potential investment figure that the Municipality might be willing to invest
- Potential borrowing figures and how that might affect the Municipalities borrowing rate

The HATF will resume these conversations at the next HATF Meeting.

6. Business Arising

- a) John Inglis - Property Development Process

This item was deferred until the April HATF Meeting.

- b) 2026 Work Plan

This item was deferred until the April HATF Meeting.

7. New Business

8. Public Forum

9. Adjournment

- a) Meeting adjourned at 10:37 a.m.

Recommendations to Council

Be It Resolved That Council receives for information the March 11, 2026 Notes of the Housing Advisory Task Force (HATF).

Received by Council on March 20, 2026.

Mayor Gerry Lichty, Chair

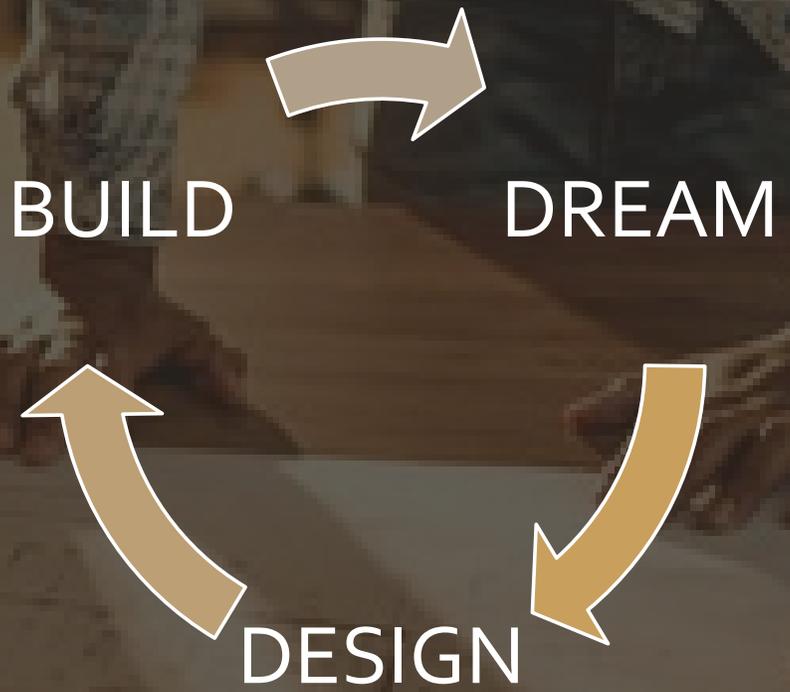
A close-up photograph of a person's hand pointing at architectural blueprints on a desk. Another hand is holding a pen over the plans. A laptop is visible in the background, and the scene is lit with warm, golden light. The text is overlaid on a semi-transparent green box on the left side of the image.

NORTH FRONTENAC SMALL HOME BUSINESS PLAN

BY: ROBERT LESPERANCE

Overview:

- * Addressing Affordable Housing Shortage in North Frontenac.
- * Utilizing Pre-Built Small Homes for Rapid Deployment and Cost-Effectiveness.
- * Communal Services Model: Shared Well & Septic Systems for Sustainability and Cost Savings.
- * This focus is a 5 Unit Pilot Project





TARGET MARKET:

- MILLENIALS & YOUNG PROFESSIONALS
 - REMOTE WORKERS
 - RETIREES
 - ECO-CONSCIOUS BUYERS
 - VACATION HOME SEEKERS
-
- NORTH FRONTENAC'S MAIN FOCUS SHOULD BE THE UP-AND-COMING YOUTH INTO THE WORK FIELD AND OUR AGING COMMUNITY

WHY PRE-BUILT HOMES:

- **FASTER TURNAROUND:** Reduce construction time significantly.
- **PREDICTABLE COSTS:** Fixed pricing and eliminates budget surprises.
- **QUALITY CONSISTENCY:** Factory-built standards ensure superior quality.
- **ENERGY EFFICIENCY:** Often exceed on-site construction standards.



COMMUNAL SERVICES & SHARED BENEFITS:

- * **COST SAVINGS:** Reduced per-unit expenses for water and septic
- * **ENVIRONMENTAL IMPACT:** Efficient water and wastewater treatment and management.
- * **SCALABILITY:** Easier to expand in future phases (as this proposal is a Pilot Phase)
- * **EASIER MONITORING:** Centralized systems simplify maintenance and upkeep.

An isometric illustration of a city with various buildings, streets, green spaces, and infrastructure. The scene is viewed from an elevated perspective, showing a grid of roads and clusters of buildings. The overall color palette is muted, with greys, blues, and greens.

SITE SELECTION & INFRASTRUCTURE

- IDENTIFY SUITABLE LOCATIONS WITH MUNICIPAL ACCESS
- COMMUNAL AMENITIES: Shared Green Spaces, Parking (if applicable), Playground Amenities (optional).
- WASTE MANAGEMENT: Centralized System for efficiency.
- SECURITY: Well-Lit Areas, Potential for Community Watch Program

FINANCIAL PROJECTIONS : PRE-BUILT & COMMUNAL

* Pre-Built Home Cost (per unit):
\$100,000.00 - \$ 155,000.00 (Depending on size/features)

* Communal Well & Septic (Estimated):
 $\$33,500.00 + \$113,750.00 = \$ 147,250.00 / 5 \text{ units} =$ \$
29,450.00 per unit.

* Total Investment (Estimated):
129,450.00 - \$ 184,450.00 per unit.

REVENUE MODEL

- Assumed Monthly Rent (per unit): \$ 1,200.00 - \$ 1,500.00 (market dependent).
- Average Rent per Unit: \$ 1,350.00
- Yearly Rental Income (5 Units): \$ 1,350.00 x 5 units x 12 months = \$ 81,000.00

20-Year Financial Plan:

- Net Yearly Income: \$ 81,000.00 - \$ 8,100.00 (10% for maintenance) = \$ 72,900.00
- Cumulative Rental Income (20 years): \$ 72,900.00 x 20yrs = \$ 1,458,000.00
- Estimated Property Value (20yrs): \$ 1,750,000.00 (5 units @ \$ 350,000 ea.)
- Estimated Profit: \$ 1,458,000.00 + \$ 1,750,000.00 = \$ 3,208,000.00



GRANTS & FUNDING

- **CANADIAN MORTGAGE AND HOUSING CORPORATION (CMHC) INITIATIVES**
- **ONTARIO PRIORITIES HOUSING INITIATIVE (OPHI)**
- **AFFORDABLE HOUSING DEVELOPMENT INITIATIVES**
- **REGIONAL HOMEBUILDING INNOVATION INITIATIVE for NORTHERN ONTARIO**
- **NORTH FRONTENAC COMMUNITY GRANTS PROGRAM**
- **OFFICIAL PLAN UPDATES for HOUSING FLEXIBILITY**



PARTNERSHIPS:

- * LOCAL BUILDERS AND SUPPLIERS

- * COMMUNITY ORGANIZATIONS

- * GOVERNMENT AGENCIES (MUNICIPAL, PROVINCIAL, FEDERAL)

- * FRONTENAC MUNICIPAL SERVICES CORPORATION

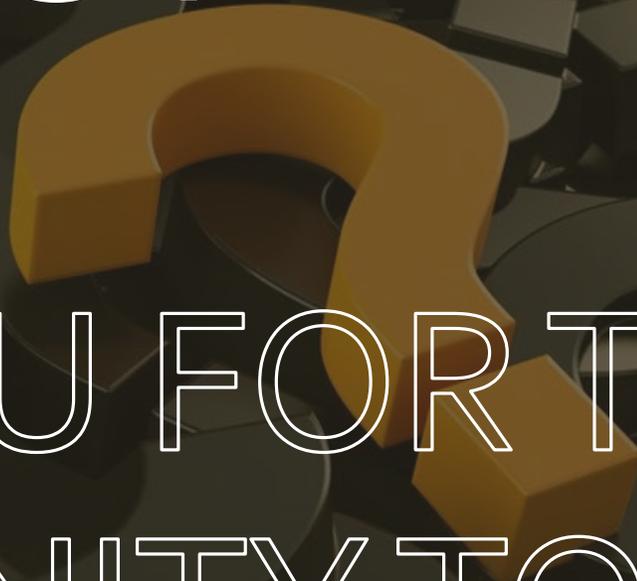


NEXT STEPS:

- * SECURE FUNDING & GRANTS
- * FINALIZE SITE SELECTION AND PERMITS
- * PARTNER with PRE-BUILT HOME MANUFACTURER
- * BEGIN CONSTRUCTION and IMPLEMENTATION of COMMUNAL SERVICES
- * LAUNCH MARKETING and TENANT SELECTION

QUESTIONS ?

THANK YOU FOR THIS
OPPORTUNITY TODAY!





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 – Ward 1

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 Mike Hage – Ward 1

Portfolio: Lakelands Family Health Team	Responsibility: <ul style="list-style-type: none"> Council Liaison
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Deputy Mayor Roy Huetl – Ward 2

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 – Ward 2

Portfolio: Lake Associations – Ward 2 Lakes	Responsibility: <ul style="list-style-type: none">• Council Liaison
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Councillor Fred Fowler - Ward 3

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 – Ward 3

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 #2026-19

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 March 20, 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 March 20, 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 March 20, 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 March 20, 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 20th day of March 2026.

Read a third time and finally passed this 20th day of March 2026.

Gerry Lichty, Mayor

Tara Mieske, Clerk