Regular Council Agenda

5:00 p.m. - Thursday, August 13, 2026
Council Chambers
Zoom Meeting Registration

1. Call to Order

a) Public Notice regarding Recording of Meetings 12
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) August 13, 2026

Be It Resolved That Council approves the Agenda dated August 13, 2026, as circulated.

4. Disclosure of Pecuniary Interest and General Nature Thereof

5. Business Profile

None.

6. Presentations

a) Richard Allen, Manager of Economic Development, County of Frontenac: Update regarding K&P Trail Development 13 - 23

Be It Resolved That Council receives for information the presentation from Richard Allen, Manager of Economic Development, County of Frontenac providing an update regarding K&P Trail Development; and thanks him for his time spent today;
And That Council approves the use of the following road allowances:

- Road 509 from the Mississippi River to Snow Road Station;
- Unmaintained Road north/west of of 509 in Snow Road Station (Old Station Road);
- 600 meters of 509 North of Snow Road Station;

And That the Partnership Agreement with the County including the road allowances noted above be provided to Council at an upcoming meeting for consideration.

County of Frontenac Update regarding K&P Trail Development

7. Delegations

None.

8. Adoption of Minutes

a) Minutes of the Meeting(s) to be adopted by Council 24 - 32

Be It Resolved That Council adopts the Minutes of a Meeting held July 9, 2026, as circulated.

Regular Council - 09 Jul 2026 - Minutes - Pdf

9. Business Arising Out of Minutes

a) Resolution #176-26: Amendment to the Procedural Policy 33 - 37

Whereas at the meeting held May 21, 2026, Council passed Resolution #176-26 instructing the Clerk to review the process for amending Township By-laws passed under the Municipal Act and report back to Council;

Now Therefore Be It Resolved That Council receives for information an email dated July 14, 2026, from David Munday, Managing Partner with Cunningham Swan, advising in their opinion they do not feel that the Township has contravened the Procedural By-law by failing to provide notice of any of the relevant meetings where the matter was to be considered.

Resolution #176-26
Amendment to the Procedural Policy

b) Resolution #148-26: Lakelands Family Health Team - Signing of Agreement for Doctor 38 - 41

Whereas at the meeting held May 1, 2026, Council passed Resolution #148-26 advising Dr. Adewusi will be joining the Lakeland Family Health Team; and that prior to September 1, 2026, the Medical Services Agreement is to be provided to Council for consideration;

Now Therefore Be It Resolved That Council will consider the Signing By-law later in the meeting.

Resolution # 148-26
Draft Medical Agreement with Dr. Mas'ud Adewusi

c) By-law #2026-06 Final Tax Rate By-law - Correction to Schedule A 42 - 45

Whereas at the meeting held January 16, 2026, Council passed By-law #2026-06 being the Final Tax Rate By-law;

Now Therefore Be It Resolved That Council receives for information an email dated July 27, 2026 from the Treasurer advising there was an error in the Tax Rate By-law Schedule 'A';

And That Council will consider a By-law later in the meeting to amend the Final Tax Rate By-law.

2026-06 Final Tax Rate Bylaw
Treasurer Email

2026 Tax Rates Final

10. Communications

a) Communications of Interest 46 - 47

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 Municipal Finance Officers' Association of Ontario re: Municipal Resolutions Supporting a Permanent Doubling of Ontario Community Infrastructure Fund 48 - 50

Whereas recent municipal infrastructure funding programs by the Government of Canada and Province of Ontario have tended to prioritize growth-related or housing-enabling infrastructure projects over infrastructure renewal needs;
And Whereas the Government of Ontario has regulated municipal infrastructure asset management through O. Reg 588/17 (Asset Management Planning for Municipal Infrastructure) under the Infrastructure for Jobs and Prosperity Act, 2015;
And Whereas municipal asset management plans and the Financial Accountability Office of Ontario have identified that municipalities have significant state-of-good-repair backlogs and renewal needs for infrastructure;
And Whereas the Government of Ontario doubled the Ontario Community Infrastructure Fund (OCIF) from $200M/year to $400M/year for 2021-2026 but has not publicly committed to maintaining this level of funding beyond 2026;
And Whereas the OCIF has become a vital and indispensable resource for municipalities, assisting them with improving their asset management programs and meeting community-preserving infrastructure renewal needs;
And Whereas increased geopolitical uncertainty is threatening the economic prosperity of Canada, Ontario, and every municipality;
And Whereas municipal infrastructure is a key enabler and preserver of economic prosperity;
And Whereas the Municipal Finance Officers' Association of Ontario (MFOA) has heard from its members and their municipalities concerns regarding the potential erosion of existing municipal infrastructure and thus service levels in light of the ongoing focus on housing-enabling infrastructure by grant funding programs;
Now Therefore Be It Resolved That the Council of the Township of North Frontenac supports MFOA's letter to the Ministry of Infrastructure requesting that the doubling of the Ontario Community Infrastructure Fund be made permanent in advance of the allocations for the 2027 calendar year, helping municipalities to continue building housing-

enabling infrastructure while preserving the economic value provided by existing infrastructure.

MFOA Municipal Letter and Resolution Supporting a Permanent Doubling of Ontario Community Infrastructure Fund

B2 North Frontenac Astronomy Park re: Festival of Stars - Request for Camping 51

Be It Resolved That Council receives the email from Gary Colwell, North Frontenac Amateur Astronomy Club requesting camping to be permitted at the September 11-13, 2025 Festival of Stars;

And That Council approves an exemption from By-law #66-17 to Prohibit Camping on Municipal Property for the Festival of Stars to permit tent and trailer (maximum 12' trailers) camping for the 2026 Festival of Stars as well as all future Festival of Stars;

And That the following conditions will apply to this event and future Festival of the Stars events:

- Events will be covered under the Township insurance policy as a facility user;
- The fee of $250 shall be covered by the Astronomy Club; and
- Alcohol is not permitted;

And That security for the duration of camping and the layout of sites shall be approved by the Manager of Community Development prior to the event;

And That Council directs the Manager of Community Development to contact Ornge to request that the helipad is closed during for the duration of the 2026 Festival of Stars as well as the future Festival of Stars, noting that Ornge has the ability to land at helipads in Ompah, Northbrook or Sharbot Lake during this annual event, if required.

North Frontenac Astronomy Park re Festival of Stars - Request for Camping

B3 Mississippi Valley Conservation Authority: Proposed Municipal Representation on new CA Regional Board - ERO posting 52 - 54

Be It Resolved That Council receives for information an email dated July 29, 2026, from Sally McIntyre, General Manager of Mississippi Valley Conservation Authority (MVCA), providing a table showing the municipal representation proposed for the St. Lawrence River Region Conservation Authority;

And That the number of members allocated to Frontenac County under the proposed Tiered Allocation Formula is 1;

And That due to the number of dams within North Frontenac, Council does not feel the allocation of one member will provide adequate representation;

And That Council requests the Ministry of the Environment, Conservation and Parks (MECP) consider increasing the number of members for Frontenac County to two;

And That Council directs the Clerk to provide this Resolution to the MECP through the Environmental Registry of Ontario Posting; and Sally

McIntyre, General Manager of MVCA.

Proposed Municipal Representation on new CA Regional Board - ERO posting

B4 Economic Developers Council of Ontario re: Investment Table: Tourism Edition 55

Be It Resolved That Council receives for information the opportunity from the Economic Developers Council of Ontario regarding the 2026 Investment Table: Tourism Edition being held November 10, 2026;
And That the Council requests that the Economic Development Task Force review the information provided and provide recommendations to Council regarding potential participation in 2027.

Investment Table Tourism Edition - Economic Developers Council of Ontario

11. Council, CAO, and Managers' Administrative Reports

a) Tony Fleming, Integrity Commissioner for Township of North Frontenac - Code of Conduct Complaint - Final Report 56 - 64

Be It Resolved That Council receives for information the report prepared by Tony Fleming, Integrity Commissioner, regarding a Code of Conduct complaint.

Integrity Commissioner's Report

b) Manager of Community Planning, County of Frontenac - Updated Site Plan Control By-Law 65 - 67

Be It Resolved That Council receives for information the Administrative Report from Sonya Bolton, Manager of Community Planning, County of Frontenac entitled "Updated Site Plan Control By-law";
And That Council will consider the approval of the Site Plan Control By-law later in the meeting.

Updated Site Plan Control By-Law - Pdf

c) County of Frontenac Planning Staff - Recent and Proposed Legislative Changes to the Planning Act 68 - 80

Be It Resolved That Council receives for information the Administrative Report prepared by Lauren Breem, Planning Intern, County of Frontenac and Sonya Bolton, Manager of Community Planning, County of Frontenac, entitled "Recent and Proposed Legislative Changes to the Planning Act".

Recent and Proposed Legislative Changes to the Planning Act - Pdf
Attachment #1

d) Clerk/Planning Manager - Short Term Rental Licensing - Request for Quotations 81 - 106

Be It Resolved That Council receives the Clerk/Planning Managers Administrative Report entitled "Short Term Rental Licensing - Request

for Quotations";
And That Council instructs the Clerk to proceed with Option

_____

Short Term Rental Licensing - Request for Quotations - Pdf

e) Director of Emergency Services/Fire Chief - Proposed 2026-2028 Community Wildland Fire Protection Planning Grant Program Application — 107 - 108

Be It Resolved That Council receives for information the Director of Emergency Services/Fire Chief's (DESFC) Administrative Report entitled "Proposed 2026-2028 Community Wildland Fire Protection Planning Grant Program Application";
And That Council instructs the DESFC to make application for the Community Wildland Fire Protection Planning Grant Program for an estimated $15,000;
And That Council authorizes the DESFC to sign the Agreement for Funding if the Application is successful.

Proposed 2026-2028 Community Wildland Fire Protection Planning Grant Program Application - Pdf

f) Director of Emergency Services/Fire Chief - Proposed Fire Protection Grant Application For 2026-2027 — 109 - 111

Be It Resolved That Council receives for information the Director of Emergency Services/Fire Chief's (DESFC) Administrative Report entitled "Proposed Ontario Fire Protection Grant Application for 2026-2027";
And That Council instructs the DESFC to make application for the Ontario Fire Prevention Grant for an estimated $80,000 for:

- NFPA compliant - Dual certified personal protective gear (PPE)
- Bunker gear extractors
- Bunker gear drying racks

And That Council authorizes the Chief Administrative Officer to sign the Agreement for Funding if the Application is successful.

Proposed Fire Protection Grant Application For 2026-2027 - Pdf

g) Clerk/Planning Manager - Road Allowance Closure Approval in Principle - Oortwyn/Roshani, Brochu and Johnston/Nikiforuk — 112 - 119

Be It Resolved That Council receives for information the Clerk/Planning Manager’s Administrative Report entitled “Road Allowance Application for Approval in Principle – Oortwyn/Roshani, Brochu and Johnston/Nikiforuk";
And That Council approves in principle the Application to close, stop up and sell part of the Road Allowances described below:

- Part of the Shore Road Allowance described as lying in front of Part of Lot 26 and Lot 27, Concession 17, geographic Township of Barrie (Mazinaw Lake);

- Part of the Shore Road Allowance described as lying in front of Part of Lot 20, Concession 6, being Part 1 on Registered Plan 13R-1847, geographic Township of Barrie (Kashwakamak Lake);
- Part of the Shore Road Allowance described as lying in front of Part of Lot 6, Concession 12, being Parts 15 and 16 on Registered Plan 13R-214, geographic Township of Miller (Grindstone Lake).

Shore Road Allowance Closure Approval in Principle - Oortwyn/Roshani, Brochu and Johnston/Nikiforuk - Pdf

h) Clerk/Planning Manager - Road Allowance Closure and By-law - Seitz, Way, Branston/Hermer and Sosnovsky — 120 - 127

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Road Allowance Closure and Sale By-law – Seitz, Way, Branston/Hermer and Sosnovsky";
And That, as required by By-law #2026-25, the following be declared as surplus and sold to the adjoining owners:

- **All That Part** of the Shore Road Allowance abutting Sand Lake and adjoining Lot 36, Concession 13, geographic Township of Clarendon, being Part 5 on Registered Plan 13R-11394 (Sand Lake);
- **All That Part** of the Shore Road Allowance abutting Kashwakamak Lake and adjoining Lot 307, Registered Plan 1045, geographic Township of Barrie, being Part 2 on Registered Plan 13R-14741 (Kashwakamak Lake);
- **All That Part** of the Road Allowance described as part of the Road Allowance between Lot 31, South West Range and Lot 31 North East Range, geographic Township of Clarendon, being Parts 3, 4 and 5 on Registered Plan 13R-23424;
- **All That** Part of the Old Township Road Allowance described as part of Lot 26, South West Range in the geographic Township of Clarendon, being Part 2 on Plan 13R-23343;

And That Council will consider By-laws later in the meeting to Stop-up, Close and Sell these portions of the Road Allowances;
And That Council accepts the Transfer of Parts 1 and 2 on Registered Plan 13R-23424 for the Hermers with the applicants' lawyer completing the legal work for the Transfers and the Township transferring them to Hermer and Branston respectively at the time of transferring Parts 3, 4, and 5.

Road Allowance Closure and By-law - Seitz, Way, Branston/Hermer and Sosnovsky - Pdf

i) Clerk/Planning Manager - Transfer of a Portion of a Forced Road - Shugart — 128 - 129

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Land Exchange - Transfer of a Portion of a Forced Road - Shugart";

And That, as required by the Sale of Land Policy, the following be declared as surplus and transferred to the adjoining owners:

- **All That Part** of the Forced Road between Lot 41, Concession 13, in the geographic Township of Clarendon, being Part 11 on Registered Plan 13R-3568.

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

Transfer of a Portion of a Forced Road - Shugart - Pdf

j) Treasurer - Options for the failed Tax Sale Properties from June 25, 2026 — 130 - 134

Be It Resolved That Council receives for information the Treasurer's Administrative Report entitled "Options for the failed Tax Sale Properties from June 25, 2026";

And That Council wishes to vest the property not sold through the Public Tax Sale process described as 10-42-090-010-12300-0000 (Gulley Road);

And That Council instructs the Treasurer to transfer the cost of the written off Municipal taxes, P&I and legal fees to be funded from the Operating Contingency Reserve in the amount of $47,038.92 plus any additional fees to complete the transfer for vesting for 10-42-090-010-12300;

And That Council instructs the Treasurer to reduce the taxes owing by an additional 40% for the property 10-42-090-010-07402 (Roberstville Mine) and readvertise;

And That Council instructs the Treasuer to transfer the amount written off in the amount of $55,207.13 from the Operating Contingency Reserve.

Options for the failed Tax Sale Properties from June 25, 2026 - Pdf

k) Public Works Manager - Speed Control / Pedestrian Options - In the Vicinity of Clarendon Central Public School — 135 - 138

Be It Resolved That Council receives for information the Public Works Manager's Administrative Report entitled "Speed Control / Pedestrian Options - In the Vicinity of Clarendon Central Public School";

And That Council approves the shoulder widening and the crosswalk;

And That Council approves electronic speed signs within the school / reduced speed zone;

And That Council also approves the solar powered light bars at the crosswalk;

And That Council directs the Public Works Manager to complete the shoulder widening prior to school resuming;

And That Council instructs the Treasurer to transfer the additional cost of the approved items, to a maximum of $30,000 from the Infrastructure Sustainability TCA.

Speed Control / Pedestrian Options - In the Vicinity of Clarendon Central Public School - Pdf

l) Manager of Community Development and Mayor - ALTO - Proposed Communications Strategy - Phase One (1) 139 - 142

Whereas Council passed Resolution #156-26 at their meeting on May 1, 2026 receiving a Notice of Motion from Mayor Lichty requesting staff prepare a strategy to ensure North Frontenac residents remain informed and the Township is prepared to structure an organized response as and if necessary, regarding the ALTO project;
And Whereas Council passed Resolution #176-26 at their meeting on May 21, 2026 instructing the Manager of Community Development to work with Mayor Lichty to prepare a strategy with respect to the ALTO project to ensure the Township is prepared to organize a response and to ensure residents remain informed, including legal advice as to what is permitted;
Therefore Be It Resolved That Council receives for information the Manager of Community Development's (MCD) and Mayor's Administrative Report entitled "ALTO - Proposed Communications Strategy - Phase One (1)";
And That Council reaffirms its position that the Township does not support the proposed corridor going through the Township of North Frontenac;
And That Council approves a three (3) phase approach regarding ALTO:

- Phase 1 (Current): Monitor, Organize, Inform
- Phase 2 (Route Identification): Mobilize, Consult, Advocate
- Phase 3 (If Township Alignment is Confirmed): Escalate Advocacy, Coordinate Landowner Support, Intensify Public Engagement

And That should there be a need to move into Phase 2 or 3, another report will be provided to Council;
And That Council establish an ALTO Response Team consisting of the Mayor, Chief Administrative Officer, and Manager of Community Development (MCD) to monitor project developments, coordinate municipal communications, and provide updates to Council and residents;
And That Council directs the MCD to create a dedicated ALTO Project Information Hub through Engage Frontenac and the Township website to provide residents with project information, Township position statements, scheduled ALTO public consultation opportunities, and Council materials;
And That Council directs staff to provide ongoing public information updates through Engage Frontenac, the Township website and social media channels.

ALTO - Proposed Communications Strategy - Phase One (1) - Pdf

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

a) Committee of Adjustment/Planning Advisory Committee 143 - 152

Be It Resolved That Council receives for information the Minutes of a

Meeting of the Committee of Adjustment/Planning Advisory Committee held June 22, 2026.

Committee of Adjustment - 22 Jun 2026 - Minutes - Pdf

b) Economic Development Task Force 153 - 155

Be It Resolved That Council receives for information the Notes of a Meeting of the Economic Development Task Force held July 20, 2026.

Economic Development Task Force - 20 Jul 2026 - Minutes - Pdf

c) Environmental Task Force 156 - 159

Be It Resolved That Council receives for information the Notes of a Meeting of the Environmental Task Force held June 30, 2026.

Environmental Task Force - 30 Jun 2026 - Minutes - Pdf

d) Housing Advisory Task Force 160 - 166

Be It Resolved That Council receives for information the Notes of the meeting of the Housing Advisory Task Force held on July 8, 2026.

Housing Advisory Task Force - 08 Jul 2026 - Minutes - Pdf

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

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

None.

15. Council Portfolio Verbal Reports

a) Each Council member has a portfolio for which they are responsible. The Councillor may provide a verbal report for information purposes. 167 - 169

Council Portfolios

16. Introduction and Reading of By-laws

a) By-law(s) to be Considered: 170 - 185

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

- #2026-42 Road Closing - Seitz, Way, Branston-Hermer, Sosnovsky;
- #2026-43 To Establish a Site Plan Control By-law;
- #2026-44 To Sign Medical Service Agreement;
- #2026-45 To Amend By-law #2026-06 Final Tax Rate By-law

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

2026-42 Road Closing - Seitz, Way, Branston-Hermer, Sosnovsky
2026-43 Site Plan Control
2026-44 To Sign Medical Service Agreement
2026-45 To Amend By-law #2026-06 Final Tax Rate By-law

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 July 9, 2026;
b. Receive information regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board, specifically appeals to the Ontario Land Tribunal;
c. Review requests 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;

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

20. Confirmatory By-law

a) Confirming By-law #2026-46 186

Be It Resolved That By-law #2026-46, being a By-law to confirm all actions and proceedings of Council for its Regular Meeting held August 13, 2026 be read a first, second, and third time and finally passed.

2026-46 Confirming By-law - August 13, 2026

21. Adjournment

a) Adjournment of the Council Meeting

Be It Resolved That Council adjourns the Meeting at ___ .m. until September 11, 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.

K&P Trail Development Update: Snow Road Station to Wilbur

Presentation to Township of North Frontenac

August 13, 2026

FRONTENAC

Background

- 78 km rehabilitated into a multi-use trail
- Most recent project: Clarendon Station to Mississippi River
- County and Township Partnership (agreement)
- Federal Active Transportation Grant submitted in partnership with North Frontenac February 2025 – no response received to date
- Rural Ontario Development Program application submitted in partnership with North Frontenac on September 2025 to rehabilitate Snow Road Station to Wilbur

Antoine Creek Bridge Replacement (October 2025)

Updates

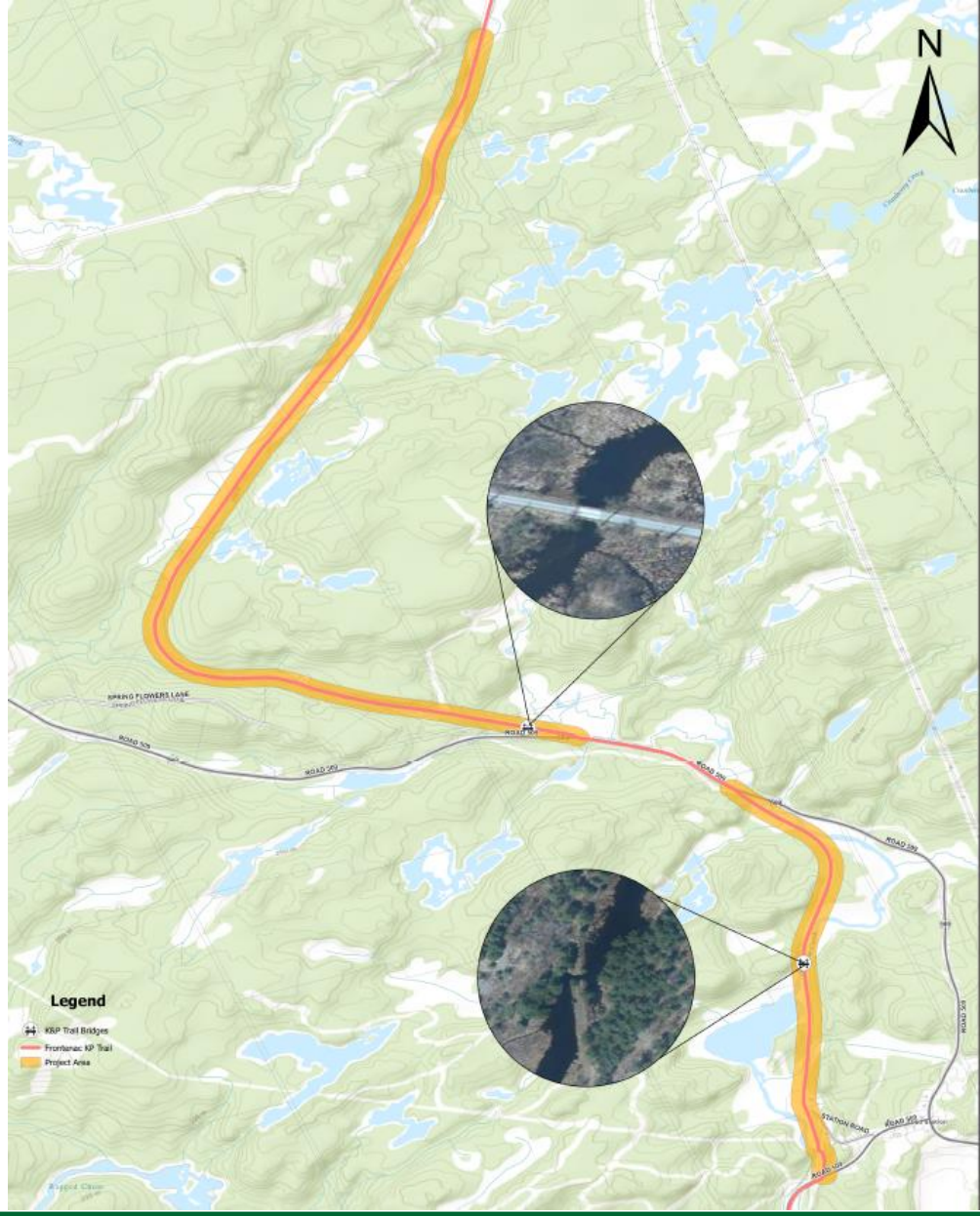
- **December 2025** - Agreement signed between Frontenac County, Lanark County, Renfrew County and MVCA for Transfer of K&P Trail owned by the conservation authority.
- **July 2, 2026** – MPP John Jordan announces $164,000 from the Rural Ontario Development program for rehabilitation of the K&P Trail between Snow Road Station and Wilbur
- **August 10, 2026** – Frontenac County issues Request for Proposals to develop the K&P Trail between Snow Road Station and Wilbur. This RFP closes on September 2.
- **October 5, 2026** – Start date for project

K&P Trail Phase 6B: Scope of Project

7.8 km of Trail to be rehabilitated in the Township of North Frontenac from Snow Road Station to Wilbur (approximately 1.5 km South of Wilbur Road)

Activities:

- Clearing and preparation of lands
- Drainage improvements / culvert replacement
- Placement of aggregates
- Grading, compaction, finishing
- Wayfinding signs and markers



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Context:
Eastern Ontario Rail Trail Loop

- Regional Trail Partnership led by Ontario's Highlands Tourism Organisation
- Development of a signature 320 km cycling experience with international appeal by 2030
- Rehabilitation of this section of trail essential to successful and safe experience
- Workshop for businesses and community members taking place at Kick & Push Brewery in Sharbot Lake on September 15 at 9:00 a.m.

FRONTENAC

Project Considerations

- Development within the Hamlet of Snow Road Station will be kept to as short of a window as possible (Target: 5 days).
- Access to the K&P will be from the unmaintained, southern section of Station Road. This road will not be upgraded.
- Existing culverts will be replaced or cleaned throughout project to improve drainage.
- Partnership Agreement with North Frontenac to be updated to reflect extension

Existing Conditions

Communications

- Project updates will be available on Engage Frontenac: engagefrontenac.ca/kp-trail
- Letters to be sent by mail and email in August to neighbouring property owners regarding the project.
- Property owners in Snow Road Station will receive additional communications in September regarding construction timing.
- Questions regarding the project can be sent to Richard Allen, Manager of Economic Development rallen@frontenaccounty.ca

As part of this project, the County will address this ongoing water feature located at KM 107.
On August 4, 2026 the trail was closed at this location due to extensive flooding from recent rains.

FRONTENAC

Next Steps

- Complete procurement process.
- Send construction notice to neighbouring property owners.
- Coordinate partnership elements related to Rural Ontario Development Program Grant.
- Update partnership agreement with North Frontenac to include:
  - » Road 509 from Mississippi River to Snow Road Station.
  - » Unmaintained Road in Snow Road Station.
  - » 600 meters of 509 North of Snow Road Station.
- Construction is planned commence October 5, 2026.

Regular Council Minutes

5:00 PM - Thursday, July 9, 2026
Council Chambers

Present:	Mayor Gerry Lichty; Deputy Mayor Roy Huetl; Councillor John Inglis: Councillor Fred Fowler; Councillor Vernon Hermer; Councillor Wayne Good; and Councillor Mike Hage
Also Present:	Corey Klatt, Chief Administrative Officer, Dipl. M.A. (CAO); Tara Mieske, Clerk/Planning Manager, Dipl. M.A., M.M. (CPM) ; Adam Robinson, Director of Emergency Services/Fire Chief (DESFC); Brooke Ross, Manager of Community Development, Dipl. M.A., M.M. (MCD); and Darwyn Sproule, Public Works Manager, P. Eng.

1. Call to Order

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

2. Traditional Land Acknowledgement

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

3. Approval of Agenda

a) ***July 9, 2026***

206-26 Moved by Councillor Mike Hage, Seconded by Councillor Fred Fowler

Be It Resolved That Council approves the Agenda dated July 9, 2026 as amended to remove Item 11(k) from the agenda.
Carried

4. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

5. Business Profile

None.

6. Presentations

a) ***Tyler Lalonde and Justin Bromberg - Frontenac Municipal Services Corporation***

207-26 Moved by Councillor Mike Hage, Seconded by Councillor Fred Fowler

Be It Resolved That Council receives for information the presentation from Tyler Lalonde, Administrative Coordinator, and Justin Bromberg, Chief Executive Officer at Frontenac Municipal Services providing an annual update; and thanks them for their time spent today.
Carried

7. Delegations

a) ***Kelly Willis - Robertsville Site***

208-26 Moved by Councillor Fred Fowler, Seconded by Councillor Mike Hage

Be It Resolved That Council receives for information the presentation from Kelly Willis "Robertsville Site - Land For Sale", and thanks her for her time spent today.
Carried

8. Adoption of Minutes

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

209-26 Moved by Councillor Fred Fowler, Seconded by Councillor Mike Hage

Be It Resolved That Council adopts the Minutes as circulated, of:
a) Public Meeting of Council dated June 11, 2026;
b) Regular Meeting of Council dated June 11, 2026; and
c) Regular Meeting of the Personnel and Audit Committee dated June 29, 2026.

Carried

9. Business Arising Out of Minutes

None.

10. Communications

a) ***Communications of Interest***

210-26 Moved by Councillor Mike Hage, Seconded by Councillor Fred Fowler

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

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

11. Council, CAO, and Managers' Administrative Reports

a) ***County Planner's Report: Recommendation Report for the 2026 Housekeeping Zoning By-law Amendment***

211-26 Moved by Councillor Mike Hage, Seconded by Councillor Fred Fowler

Be It Resolved That Council receives for information the Planning Report from Dmitry Kurylovich, Senior Planner, County of Frontenac regarding the administrative housekeeping
amendment for Zoning By-Law Number 55-19 (File Number Z03/26);
And That Council approves the proposed amendments as per Attachment 1;
And That Council determines that in accordance with Section 34(17) of the Planning Act, no
further notice is required prior to the passage of the By-Law;
And That Council will consider the amending by-law later in the meeting.
Carried

b) ***Public Works Manager - Plevna (Ward 2) Brine Tank Replacement***

212-26 Moved by Councillor Fred Fowler, Seconded by Councillor Mike Hage

Be It Resolved That Council receives for information the Public Works Manager's Administrative Report entitled "Plevna (Ward 2) Brine Tank Replacement";
And That Council authorizes the Public Works Manager to proceed with the purchase of the replacement calcium brine storage tank at the Plevna (Ward 2) garage;
And That Council instructs the Treasurer to transfer the cost of $34,000 from the Infrastructure Sustainability TCA Reserve Fund.
Carried

c) ***Public Works Manager - Increased funding for Action Plan at the Kashwakamak Waste Site***

213-26 Moved by Councillor Mike Hage, Seconded by Councillor Fred Fowler

Be It Resolved That Council receives for information the Public Works Manager's Administrative Report entitled "Increased funding for Action Plan at the Kashwakamak Waste Site";
And That Council approved increasing the approved budget amount for the 2026 contingency plan work from $20,000 to $25,000;

And That the additional $5,000 will be transferred from the Operating Contingency Reserve.
And That the Public Works Manager will provide an update to Council addressing the project status and cost to date at a future meeting.
Carried

d) ***Public Works Manager - Septic Re-inspection Program - Budget Request for 2026***

214-26 Moved by Councillor Fred Fowler, Seconded by Councillor Mike Hage

Be It resolved That Council receives for information the Public Works Manager's Administrative Report entitled "Septic Re-inspection Program - Budget Request for 2026";
And That Council approves an additional $1,300 to complete a maximum of 20 additional inspections during the 2026 season, beyond the 15 additional inspections previously approved by the Chief Administrative Office (CAO) at a cost of $975;
And That the additional cost totaling $2,275 will be taken from the Operating Contingency Reserve;
And That Council is pleased with the increasing interest in the program.
Carried

e) ***Clerk/Planning Manager - Short Term Rental Licensing Research***

215-26 Moved by Councillor Mike Hage, Seconded by Councillor Fred Fowler

Be It Resolved That Council receives the Clerk/Planning Managers Administrative Report entitled "Short Term Rental (STR) Licensing Research";
And That Council instructs the Clerk to obtain three quotes to have a consultant complete a business case for an STR Licensing Program; and report back to Council.
Carried

f) ***Clerk/Planning Manager - Road Allowance Closure Approval in Principle - Sosnovsky***

216-26 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 *"*Road Allowance Application for Approval in Principle – Sosnovsky";
And That Council approves in principle the Application to close, stop up and sell part of the Road Allowances described below:

- Part of an Old Township Road described as Part Lot 26, Southwest Range, geographic Township of Clarendon being Part 2 on 13R-23343.

And That Council instructs the Clerk to complete the remainder of the public notice in accordance with the Sale of Land Policy and once completed to provide a Road Closing By-law to Council for their consideration.
Carried

g) ***Clerk/Planning Manager - Road Allowance between Lots Closure and By-law - Schonauer***

217-26 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 "Road Allowance Closure and Sale By-law – Schonauer";
And That, as required by the Sale of Land Policy, the following be declared as surplus and sold to the adjoining owners:

- **All That Part** of the Road Allowance between Lots 25 and 26, Northeast Range, in the geographic Township of Clarendon, Township of North Frontenac, County of Frontenac being Part 2 on Registered Plan 13R-23551.

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

h) ***Clerk/Planning Manger - Assumption of Portions of Buckshot Lake Road***

218-26 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 "Assumption of Portions of Buckshot Lake Road";
And That Council will consider a By-law later in the meeting to dedicate and assume portions of Buckshot Lake Road as noted in the report;
And That Council instructs the Clerk to have the Municipal Solicitor register the By-law against each of the properties.
Carried

i) ***Clerk/ Planning Manager - Road Allowance Closure Approval in Principle - Branston/Hermer***

219-26 Moved by Councillor Vernon Hermer, Seconded by Deputy Mayor Roy Huetl

Be It Resolved That Council receives for information the Clerk/Planning Manager and Public Works Manager's Administrative Report entitled "Road Allowance Application for Approval in Principle – Branston/Hermer";
And That Council approves in principle the Application to close, stop up and sell part of the Road Allowances described below:

- Part of the Road Allowance described as Part of Lot 31 South West Range and North East Range, Geographic Township of Clarendon, Township of North Frontenac being Parts 3, 4 and 5 on Registered Plan 13R-23424;

And That Council approves accepting the Transfer of Parts 1 and 2 on Registered Plan 13R-23424 from the Hermers with the applicants' lawyer completing the legal work for the Transfers for signing by the Mayor and Clerk and transferring them to Hermer and Branston respectively at the time of transferring Parts 3, 4 and 5;
And That Council instructs the Clerk to complete the remainder of the public notice (including Parts 1 and 2) in accordance with the Sale of Land Policy and once completed

to provide a Road Closing By-law to Council for their consideration.
Carried

j) ***Deputy Mayor Huetl - Update on Clarendon Central Public School Virtual Meeting with Limestone District School Board.***

220-26 Moved by Deputy Mayor Roy Huetl, Seconded by Councillor Vernon Hermer

Be it Resolved That Council receives for information Deputy Mayor Huetl's Administrative Report entitled "Update from Deputy Mayor Roy Huetl re: Clarendon Central Public School Virtual Meeting with Limestone District School Board";
And That Council will continue to advocate for Clarendon Central Public School and will follow up when requested by Parent Council.
Carried

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

a) ***Joint Fire Committee - February 13, 2026***

221-26 Moved by Deputy Mayor Roy Huetl, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Minutes of the Joint Fire Committee dated February 13, 2026.
Carried

b) ***Committee of Adjustment/Planning Advisory Committee Meeting - May 25, 2026***

222-26 Moved by Councillor Vernon Hermer, Seconded by Deputy Mayor Roy Huetl

Be It Resolved That Council receives for information the Minutes of the Committee of Adjustment/Planning Advisory Committee dated May 25, 2026.
Carried

c) ***Joint Health and Safety Committee - January 12, 2026 and April 14, 2026***

223-26 Moved by Deputy Mayor Roy Huetl, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Minutes of the meetings of the Joint Health and Safety Committee dated January 12, 2026 and April 14, 2026.
Carried

d) ***Economic Development Task Force - June 15, 2026***

224-26 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 dated June 15, 2026.
Carried

13. Giving Notice of Motion (By a Member of Council to the Clerk for Council's

consideration for inclusion on the next Meeting Agenda)

None.

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

None.

15. Council Portfolio Verbal Reports

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

16. Introduction and Reading of By-laws

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

225-26 Moved by Deputy Mayor Roy Huetl, Seconded by Councillor Vernon Hermer

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

- By-law #2026-38 - Road Closing - Schonauer
- By-law #2026-39 - Zoning By-law Amendment - Housekeeping
- By-law #2026-40 - To Establish portions of Buckshot Lake Road as Highway

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

17. Public Forum

The Mayor invited 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 and PWM left the meeting at this time.

18. Closed Session

a) ***Closed Meeting of Council***

226-26 Moved by Councillor Vernon Hermer, Seconded by Deputy Mayor Roy Huetl

Be It Resolved That Council retires to Closed Session at 6:48 p.m. to:

a. To adopt the Minutes of a closed session of Council dated June 11, 2026 and a closed session of the Personnel and Audit Committee dated June 29, 2026;
b. Discuss items subject to advice that is subject to solicitor-client privilege and personal matters about identifiable individuals, more specifically confidential

complaints; and

c. Discuss personal matters about an identifiable individual, including municipal or local board employees.

Carried

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

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

1. Adopted the Minutes of a closed session of Council dated June 11, 2026 and a closed session of the Personnel and Audit Committee dated June 29, 2026;
2. Discussed items subject to advice that is subject to solicitor-client privilege and personal matters about identifiable individuals, more specifically confidential complaints; and
3. Discussed personal matters about an identifiable individual, including municipal or local board employees.

227-26 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That Council directs the Treasurer to transfer $15,000 for the deductible in regards to the Plevna Rink Roof incident, from the Operating Contingency Reserve and if funds are recuperated from the Insurance Company, Council directs the Treasurer to return the funds back into the Operating Contingency Reserve.

Carried

20. Confirmatory By-law

a) ***Confirming By-law #2026-41***

228-26 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That By-law #2026-41, being a By-law to confirm all actions and proceedings of Council for its Regular Meeting held July 9, 2026 be read a first, second, and third time and finally passed.

Carried

21. Adjournment

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

229-26 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That Council adjourns the Meeting at 7:30 p.m. until August 13, 2026 or at the call of the Chair.

Carried

Mayor

Clerk

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

Date: May 21, 2026	**Resolution # 176-26**
Moved By: Councillor Fred Fowler	**Seconded By:** Councillor Vernon Hermer

Whereas Council passed Resolution #155-26 at their meeting on May 1, 2026 receiving a Notice of Motion from Councillor Hermer regarding the rules around “housekeeping” with respect to By-laws and approved discussing the motion at today’s meeting;
Therefore Be It Resolved That Council instructs the Clerk to review the process for amending Township By-laws passed under the Municipal Act and report back to Council.

Carried

Mayor

From: Tara Mieske
Sent: May 29, 2026 9:30 AM
To: David Munday <dmunday@cswan.com>
Cc: Brooke Drechsler <deputyclerk@northfrontenac.ca>; Corey Klatt <CAO@northfrontenac.ca>
Subject: Amendment to the Procedural Policy

Hi David,

Council amended their Procedural Policy at the April 10, 2026 Council Meeting. Section 17 Policy Review provides, “No amendment or repeal of this Policy or any part thereof shall be considered at any Meeting of Council unless notice of the proposed amendment or repeal is given at a previous Meeting and the waiving of notice is prohibited.”

On February 6, 2026, Council passed 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

On March 20, 2026, the attached report was provided to Council for review and comment and the following Resolution was passed:
94-26 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 "Amendments to the Procedural Policy for Members of Council, Committees and Task Forces";
And That Council approves the recommended amendments, with no changes:
And That Council instructs the Clerk to provide Council with the amended policy at an upcoming meeting for consideration.
Carried

The By-law was provided to Council on April 10, 2026 for consideration and was passed with the amendments noted in the report.

On May 21, 2026 Council passed the following Resolution:
176-26 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Whereas Council passed Resolution #155-26 at their meeting on May 1, 2026 receiving a Notice of Motion from Councillor Hermer regarding the rules around “housekeeping” with respect to By-laws and approved discussing the motion at today’s meeting;
Therefore Be It Resolved That Council instructs the Clerk to review the process for amending Township By-laws passed under the Municipal Act and report back to Council.
Carried

For context this motion is in response to changes to the Public Forum Section of the By-law. The section was amended from “questions” to “comments”. The Councillor who raised these concerns advised Council needs to serve a Notice of Motion to amend a By-law as this gives the public notice of the proposed changes. He advised the additional changes (not included in the February 6th Resolution) but included in the March 20th Report and approved by Resolution) were unrelated and can’t be done. He also noted that housekeeping rules apply to minor issues and cannot apply to amendments that change the intent or purpose of the By-law or restrict public participation which this amendment has done. He feels the amendments were made without direction from Council.

Can you review the process followed and advise if there are concerns with the process and/or amendments? Also, this is specifically raised because of changes to the Procedural Policy but we frequently use staff reports to recommend amendments to By-laws and do not require a Notice of Motion and often bring the By-law to the same meeting for consideration. Is this process okay for amending By-laws with the exception of By-laws under the Planning Act.

I appreciate your assistance with this.

Thanks Tara

Tara Mieske, Dipl.M.A., Dipl.M.M.
Clerk/Planning Manager
Township of North Frontenac
6648 Road 506, Plevna, ON, K0H 2M0
1-800-234-3953 or 613-479-2231 Ext. 225
clerkplanning@northfrontenac.ca

From: David Munday <dmunday@cswan.com>
Sent: July 14, 2026 6:35 PM
To: Tara Mieske <Clerkplanning@northfrontenac.ca>
Cc: Brooke Drechsler <deputyclerk@northfrontenac.ca>
Subject: RE: Amendment to the Procedural Policy (12707.0547)

Hi Tara/Brooke,

We've been through your email summary and the report, we do not see any major issues or concerns. While there appears to have been no specific notice of motion provided for the amendments discussed at the March meeting, the clerk had been directed by council to provide the report. The report was received, the amended by-law was requested for consideration at the following meeting. It was not a situation where the public had no notice.

Your (existing) procedural by-law provides that 'no amendment of the Procedural Policy or any part thereof shall be considered at any Meeting of Council unless notice of the proposed amendment or repeal is given at a previous Meeting' (and the waiving of notice is prohibited – as an aside, it's questionable whether council can bind itself in that fashion, but that's not relevant to the current analysis).

Compliance with the procedural by-law turns on whether notice was given at **a** previous meeting; in our view, this requirement was likely met.

With respect to the councillor's concerns, the Municipal Act (s. 238) requires that municipalities:

a) pass a procedure by-law for governing the calling, place and proceedings of meetings; and
b) [that] the procedure by-law shall provide for public notice of meetings.

From the information provided, we do not see that the Township has contravened the procedural by-law by failing to provide notice of any of the relevant meetings where the matter was to be considered.

The Municipal Act itself does not specifically spell out how notice of the passing of a by-law is to be given, only that:

> **Adoption of policies**
> **270** (1) A municipality shall adopt and maintain policies with respect to the following matters:
> …
> 4. The circumstances in which the municipality shall provide notice to the public and, if notice is to be provided, the form, manner and times notice shall be given

The Township has such a policy, your 'Notice Requirement Policy' (101-19) points back to the Procedural Policy with respect to required notice.

Your practice regarding amendments is generally fine, you need only ensure you are adhering to your existing notice policy (e.g. Planning Act by-laws, road closings, etc.). Because the Procedural Policy contains its own notice provision, as a best practice, you may want to provide a specific notice of motion for proposed amendments to avoid concerns in future.

Finally, in our view, it is doubtful that the amendments cited in the report change the intent or purpose of the By-law or restrict public participation. With respect to the public forum component of the policy, 'comments' is arguably 'broader' than simply questions and the remainder of the changes do not impact public participation.

We trust the foregoing is helpful, however if you have any questions or wish to discuss, please do not hesitate to contact us.

Regards,

David

David C. Munday
Managing Partner
Practicing as a Professional Corporation
Cunningham, Swan, Carty, Little & Bonham LLP
T: 613.544.0211
D:613.546.8091
F: 613.542.9814

Township of North Frontenac

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

Date: May 1, 2026	**Resolution # 148-26**
Moved By: Wayne Stewart	**Seconded By:**

Be It Resolved That Council receives the request from the Lakelands Family Health Team dated April 23, 2026 advising Dr. Mas'ud Adewusi has committed to joining the Health Team and requesting Council approve a $15,000 per year physician incentive for five years commencing September 1, 2026;

And That the Council approves this request;

And That prior to September 1, 2026 the Medical Service Agreement be provided to Council for consideration;

And That Council instructs the Treasurer to take the money for 2026 from Medical Services Reserve Fund and the future expenses are to be included in the annual budget.

Carried

Mayor

THIS MEDICAL AGREEMENT made this 1st day of September, 2026

B E T W E E N:

THE CORPORATION OF THE TOWNSHIP OF NORTH FRONTENAC
(the "Township")

OF THE FIRST PART

-and-

DR. MAS'UD ADEWUSI
(the "Doctor")

OF THE SECOND PART

WHEREAS the Township lacks a sufficient number of family physicians to provide medical services to the Township and the Township desires to ensure that its residents have access to high-quality medical services; and

AND WHEREAS, the Doctor is a licensed and qualified medical practitioner in the Province of Ontario who is willing to provide such services to the residents of the Township;

NOW THEREFORE WITNESSETH that in consideration of the mutual covenants and agreements contained herein and other good and valuable consideration, the parties agree with each other as follows:

In this Agreement,

1) Scope of Services

    a) The Doctor agrees to provide the following full-time medical services ("Services") to the residents of the Township:

        i) General medical consultations and treatments.
        ii) Preventative health services.
        iii) Health education and promotion activities.
        iv) Complete all necessary documentation, including insurance forms and other administrative tasks.
        v) Maintain accurate and complete patient records.
        vi) Follow all relevant professional and ethical standards.
        vii) Any other medical services as mutually agreed upon by the Parties
        viii) The Services shall be provided at the Northbrook Medical Centre located at 12357 Hwy 41, Northbrook, ON K0H 2G0, and 31 Central Street, Denbigh, ON, K0H 1L0, and, if necessary, at other locations within the Township as agreed upon by the Parties.

2) The Term

    a) This Agreement shall commence on September 1st, 2026 and continue for a period of five (5) years of full time services, unless terminated earlier in accordance with the provisions of this Agreement.

3) Compensation

    a) In consideration of the Services provided by the Doctor, the Township agrees to pay the Doctor a fee of fifteen thousand ($15,000.00 CAD) dollars per year for the term of this agreement. Payments occurring on the 1st of September of each year for a total of seventy-five thousand ($75,000.00 CAD) dollars. With the first payment being made on the commencement date of September 1st, 2026, and the last payment being made on September 1st, 2030.

4) Duties and Obligations

    a) The Doctor shall perform the Services in accordance with the highest standards of medical practice and in compliance with all applicable laws, regulations, and professional standards.

b) The Doctor shall have access to the premises of the Northbrook Medical Centre located at 12357 Hwy 41, Northbrook, ON K0H 2G0 and 31 Central Street, Denbigh, ON, K0H 1L0, where he practices and to the books and records related to his practice.

5) Termination

a) Termination With Cause - The Township may terminate this agreement at any time for cause without notice or payment in lieu of notice. In such a case, the Township shall have no further obligation to the Doctor, other than the Doctor shall be entitled payment on a per day basis for the days of the current year worked on a full-time basis at an amount of $41.10 dollars a day. All other amounts prepaid by the Township to the Doctor under this agreement for the year of termination shall be refunded to the Township and due and payable forthwith upon demand by the Township together with interest from the date of demand at the rate of 15 per cent per annum calculated annually. Conduct which constitutes just cause includes, but is not limited to:

i) a material breach of this Agreement (including but not limited to the failure of the Doctor to practice medicine in the Township of Addington Highlands or failing to complete the term of service required in this agreement);
ii) the laws of Canada, including but not limited to the Human Rights Code, R.S.O. 1990, c. H.19);
iii) the Township's policies;
iv) theft, dishonesty, or falsifying records;
v) intentional destruction, improper use, or abuse of the Township's property; and
vi) any other serious misconduct that puts the Township or its staff or personnel, including its reputation, at risk.

b) Termination Without Cause - The Township may terminate this Agreement at its sole discretion for any reason upon providing the Doctor with reasonable notice, both Parties agree that reasonable and sufficient notice of termination of this Agreement by the Township is one (1) month. In such a case, the Township shall have no further obligation to the Doctor, other than the Doctor shall be entitled payment on a per day basis for the days of the current year worked on a full-time basis at an amount of $41.10 dollars a day. All other amounts prepaid by the Township to the Doctor under this agreement for the year of termination shall be refunded to the Township and due and payable forthwith upon demand by the Township together with interest from the date of demand at the rate of 15 per cent per annum calculated annually.

c) Notwithstanding paragraph no 5. (a) & (b) of this agreement, the Township, in its sole and absolute discretion, may reduce any refund required to be paid by the Doctor or may agree on reasonable repayment terms of such refund in the event that the Doctor commences to practice medicine in the Township of Addington Highlands and does not complete the full term of service as provided in this agreement for reasons not within the control of the Doctor or otherwise on compassionate grounds to be determined by the Township.

6) Insurance

a) The Doctor shall maintain professional liability insurance in an amount satisfactory to the Township in their absolute discretion.

b) The Doctor shall provide the Township with a certificate of insurance evidencing such coverage upon request.

c) The Doctor shall promptly notify Township of any claims or potential claims arising out of or related to its provision of services under this agreement and shall cooperate fully with Township in the defense of any such claims.

7) Confidentiality

a) The Doctor agrees to maintain the confidentiality of all patient information and records in accordance with applicable laws and regulations.

b) The Township agrees to maintain the confidentiality of any proprietary information provided by the Doctor.

8) Independent Contractor

a) The Doctor is an independent contractor and not an employee of the Township. Nothing in this Agreement shall be construed to create an employer-employee relationship between the Parties.

b) The Doctor acknowledges that they are an independent contractor and that this agreement does not create an employment, partnership, or agency relationship with the Township. The Doctor shall be solely responsible for the payment of all taxes, fees, deductions required by law and expenses related to their services.

9) Indemnification

a) The Doctor agrees to indemnify, defend, and hold harmless the Township and its officers, employees, and agents from and against any and all claims, liabilities, damages, losses, and expenses, including reasonable lawyer fees, arising out of or in any way connected with the performance of the Services by the Doctor.

b) The Doctor agrees to indemnify and hold Township harmless from any claims or liabilities arising out of Doctor's failure to comply with any applicable tax laws.

10) Miscellaneous

a) This Agreement constitutes the entire agreement between the Parties with respect to the subject matter hereof and supersedes all prior agreements, understandings, and representations.
b) This Agreement may be amended only by a written instrument signed by both Parties.
c) This Agreement may be executed in counterparts. Electronic signatures are binding and are considered to be original signatures.
d) This Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario.
e) Any notices required or permitted under this Agreement shall be in writing and shall be deemed given when delivered in person, sent by certified mail, or sent by recognized courier service to the addresses of the Parties set forth above.
f) The Doctor acknowledges that he has been given an opportunity to seek independent legal advice, or such other advice as he may desire, prior to entering into this agreement. The Doctor acknowledges that he has entered into this Agreement freely, voluntarily and without duress.

IN WITNESS WHEREOF the parties have affixed their seals and executed this Agreement as at the date first set out above.

SIGNED, SEALED AND DELIVERED
IN THE PRESENCE OF

THE CORPORATION OF THE
TOWNSHIP OF NORTH FRONTENAC

_____
Gerry Lichty, Mayor

_____
Tara Mieske, Clerk

We have authority to bind the Corporation

The undersigned accepts the terms hereof and certifies that he is a qualified Doctor:

_____ _____
Witness Signature Dr. Mas'ud Adewusi

The Corporation of The Township of North Frontenac

By-law # 2026-06

Being a By-law to Provide for the Adoption of the Estimates for the Sums required during the year 2026 for the purposes of the Township of North Frontenac and to provide for the adoption of tax rates and to further provide for penalty and interest in default of payment thereof for 2026.

Whereas pursuant to Section 290(1) of the Municipal Act, 2001 S.O. 2001, Chapter 25 and amendments thereto, the Township of North Frontenac shall in each year prepare and adopt estimates of the sums it requires during the year for the purposes of the municipality;

And Whereas pursuant to Section 312(2) of the Municipal Act, 2001 S.O. 2001, Chapter 25, and amendments thereto, the Township of North Frontenac shall pass a By-law levying a separate Tax Rate, as specified in the By-law, on the assessment in each property class in the Township of North Frontenac rateable for local municipality purposes;

And Whereas all property assessment rolls on which the 2026 taxes are to be levied have been returned and revised pursuant to the provisions of the Assessment Act, R.S.O. 1990, chapter A.31, and amendments thereto, subject to appeals at present before the Assessment Review Board, the Ontario Municipal Board and the District Court;

And Whereas the County tax rate, tax ratios and tax rate reductions for prescribed property subclasses are established by the County of Frontenac;

And Whereas the Province approved O.Reg. 5/24 under the Education Act, amending O.Reg. 400-98 to prescribe the education rates for the assessment in each property class for 2026;

And Whereas the Municipal Act, 2001 S.O. 2001, Chapter 25, Section 342, 345, 346, and 347, as amended, authorizes Council to establish due dates, penalties for non-payment of taxes, installments, payment into bank, and acceptance of part payments and disposition of part payments.

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

1. **That** the interim tax levy is hereby imposed and levied at 50 percent of the total amount of taxes for municipal, county and education purposes levied on properties in 2025;

2. **That** the said interim tax levy shall become due and payable in two installments as follows:
    - 50% of the interim levy shall become due and payable on the 26th day of March 2026;
    - The balance of the interim levy shall become due and payable on the 27th day of May 2026;
    - Non-payment of the amount, as noted, on the dates stated in accordance with this section shall constitute default.

3. **That** for the year 2026, the tax rates to be applied to the “Residential/Farm Assessment”, “Multi-Residential Assessment”, “Commercial Assessment” including Excess, Vacant, New Construction and On Farm Business 2, “Industrial Assessment” including Vacant, Small Scale on Farm Business 1&2 and Aggregate Extraction, “Pipeline Assessment”, “Farmlands Assessment”, and “Managed Forests Assessment” and the applicable subclasses pursuant to Section 7 of the Assessment Act have been determined on the basis of the aforementioned taxable assessment of North Frontenac Township be set out in Schedule ‘A’, attached hereto.

4. **That** the levy provided for in Schedule “A” attached to this by-law shall be reduced by the amount of the interim levy for 2026.

5. **That** for payments-in-lieu of taxes due to the Corporation of the Township of North Frontenac, the actual amount due to the Corporation of the Township of North Frontenac shall be based on the assessment roll and the tax rates for the year 2026.

6. **That** every owner of land within the Residential, Commercial, Industrial, Farmland and Management Forest Class, shall be levied according to the County, Education and Municipal Tax Rates and the final levy for 2026 shall become due and payable in two installments as follows:
    - 50% of the final levy shall become due and payable on the 26th day of August 2026;
    - The balance of the final levy shall become due and payable on the 28th day of October 2026;
    - Non-payment of the amount, as noted, on the dates stated in accordance with this section shall constitute default.

7. **That** as provided under Section 345(2) of the Municipal Act 2001, there shall be imposed a penalty of 1.25% per month on the first day of each month following default of payment on all taxes of the current year remaining unpaid after the due date of said taxes.

8. **That** on all taxes in default on January 1st, 2026, interest shall be added at the rate of 1.25% per month for each month in which the default continues.

9. **That** penalties and interest added in default shall become due and payable and shall be collected as if the same had originally been imposed and formed part of such unpaid tax levy. All penalties and interest are to be collected first and the principle will be applied to the rates payable as taxes.

10. **That** monthly Tax Arrears Notices shall not be sent if the balance outstanding is less than twenty dollars ($20.00).

11. **That** the Treasurer shall send a tax bill to the taxpayer's residence or place of business or to the premises in respect of which the taxes are payable based on the address provided in the Tax Roll provided by the Municipal Property Assessment Corporation unless the taxpayer directs the Treasurer to send the bill to another address, in which case it shall be sent to that address. The Treasurer may send a tax bill to the taxpayer electronically in the manner specified by the municipality, if the taxpayer has chosen to receive the tax bill in that manner.

12. **That** taxes shall be payable to The Corporation of the Township of North Frontenac by cheque (mailed or in person); cash or Debit Card (in person) and paid into the office of the Treasurer, 6648 Road 506, Plevna, Ontario K0H 2M0; or via telebanking or Internet banking systems with major specified banks (including online Credit Card Payments for property taxes only).

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

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

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

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

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

_____
Gerry Lichty, Mayor

_____

Tara Mieske, Clerk

From: Kelly Watkins <Treasurer@northfrontenac.ca>
Sent: July 27, 2026 2:27 PM
To: Brooke Drechsler <deputyclerk@northfrontenac.ca>; Tara Mieske <Clerkplanning@northfrontenac.ca>
Cc: Corey Klatt <CAO@northfrontenac.ca>
Subject: Correction to Schedule A of Bylaw 2026-06

It has been discovered that the Schedule A attached to Bylaw 2026-06 was incorrect. Please find attached the corrected Schedule A to attach to the Bylaw. If this could be included in the August 13th Agenda package.

Thank you,
Kelly

Kelly Watkins, Dipl.M.A., M.M.
Treasurer
Township of North Frontenac

Township of North Frontenac
2026 Taxation Year
TAX RATES

BASED ON $ 7,825,995 TO BE RAISED FOR MUNICIPAL TAXATION

CLASS	DESCRIPTION	MUNICIPAL	COUNTY	EDUCATION	TOTAL
CT	Commercial	**0.00812106**	0.00229301	0.00880000	0.01921407
CU	Commercial (Excess Land)	**0.00568474**	0.00160511	0.00880000	0.01608985
CX	Commercial (Vacant Land)	**0.00568474**	0.00160511	0.00880000	0.01608985
XT	Commercial New Construction	**0.00812106**	0.00229301	0.00880000	0.01921407
XU	Commercial New Construction (Excess)	**0.00568474**	0.00160511	0.00880000	0.01608985
CO	Commercial - On Farm Business 2	**0.00203027**	0.00057325	0.00220000	0.00480352
FT	Farmlands	**0.00203027**	0.00057325	0.00038250	0.00298602
IT	Industrial	**0.00812106**	0.00229301	0.00880000	0.01921407
IX	Industrial (Vacant Land)	**0.00527869**	0.00149046	0.00880000	0.01556915
I0	Industrial - Small Scale on Farm Business 2	**0.00203027**	0.00057325	0.00220000	0.00480352
I7	Industrial - Small Scale on Farm Business 1	**0.00203027**	0.00057325	0.00220000	0.00480352
VT	Industrial - Aggregate Extraction	**0.00812106**	0.00229301	0.00511000	0.01552407
RT	Residential/Farm	**0.00812106**	0.00229301	0.00153000	0.01194407
TT	Managed forest	**0.00203027**	0.00057325	0.00038250	0.00298602

EXAMPLE BASED ON $100,000 RESIDENTIAL ASSESSMENT

		MUNICIPAL	COUNTY	EDUCATION	TOTAL
2025-2026	**DOLLAR INCREASE/DECREASE**	**$30.03**	**$8.30**	**$0.00**	**$38.33**
	% INCREASE/DECREASE	**3.84%**	**3.76%**	**0.00%**	**3.32%**
	2026	$812.10	$229.30	$153.00	$1,194.40
	2025	$782.07	$221.00	$153.00	$1,156.07

To:	Mayor and Members of Council
From:	Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M.
Approved by:	
Date of Meeting:	13 Aug 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. Lennox and Addington County General Hospital Foundation re: Thank You for Donation
2. EORN re: Monthly Update - June 2026 - Frontenac County Townships
3. Town of Caledon re: Request for Support - Provincial Support, Funding and Coordinated Plans to Combat Tick Borne Diseases
4. Federation of Ontario Cottagers' Association re: June 2026 Newsletter
5. Ombudsman Ontario re: June Newsletter
6. Village of Burke' Falls re: Retention of of the Cancer/Oncology Clinic at the Huntsville District Memorial Hospital Site- MAHC
7. OCBCC and CUPE re: Request for Support - Annual Child Care Worker and Early Childhood Educator Appreciation Day
8. Planning Secretary re: File #A10/26 - Planning File (Request for Permission) - Amended Application
9. Ministry of Tourism, Culture and Gaming re: Seniors Community Grant 2026–27 – Approval Letter
10. Municipality of South Dundas re: Opposition to Alto Rail Project
11. Town of Bruce Mines re: Request for Support - Practice Ready Ontario Program
12. Planning Secretary re: File #A13/26 - Planning File (Minor Variance)- 1042 K&A Lane (Tomalty)
13. Top Aggregate Producing Municipalities of Ontario (TAPMO) re: Newsletter
14. john Jordan, MPP re: Bill 109, Protecting Ontario's Food Independence Act Public Consultation Extension to respond for Committee presentation July 29 2026
15. Planning Secretary re: Severance File #B07/26 - Notice of Decision - 1028 Hamilton Hills Lane
16. Township of Addington Highlands re: Official Plan Review and Update - Circulation Draft and Notice of Open House
17. Township of South-West Oxford re: Request for Support - Pesticide Use in Public Recreational Spaces
18. Planning Secretary re: Severance File #B05/26 and #B06/26 - Creation of Right-of-Way - 1945 River Road and 3080 Mississippi River
19. Planning Secretary re: File #A14/26 - Planning File (Request for Permission) - 1441B South Kash Lake Lane (Whitmore/Rukavina)

20. Municipality of Wawa re: Request for Support – Increased Provincial Funding for Ontario Hospitals
21. City of Kingston re: Kingston-Frontenac Renovates Program
22. Planning Secretary re: Severance File #B08/26 - Application for Lot Addition - 1026 Dead End Lane
23. Municipality of Central Manitoulin re: Request for Support - Need for Health Care System Support
24. Planning Secretary re: File #A10/26 - Planning File (Request for Permission) - Notice of Decision - 1198A Helen Lane (Racki)
25. Planning Secretary re: File #A11/26 - Planning File (Minor Variance) - Notice of Decision - 1043 Lake Road
26. Planning Secretary re: File #A12/26 - Planning File (Request for Permission) - Notice of Decision - 1105A North Pinnacle Point Lane (Price)
27. John Jordan, MPP re: Bill 109, Protecting Ontario's Food Independence Act Public Consultation Extension to respond for Committee present
28. Land O' Lakes Community Services re: 50th Anniversary - Save the Date Invitation
29. Ontario Provincial Conservation Agency re: Project Executive Announcement
30. Mississippi Valley Conservation Authority re: Amalgamation FAQs
31. Township of Central Frontenac re: Request for Support - Highway 7 Safety Improvements and Passing Lanes
32. Ontario Provincial Conservation Agency re: Conservation Authority Transition Committees
33. Ombudsman Ontario re: July Newsletter
34. Village of Merrickville-Wolford re: Request for Support - Sustainable Fire Service Funding
35. Eastern Ontario Wardens' Caucus re: July 2026 Newsletter
36. Township of Tudor and Cashel re: Request for Support - Disposal Costs of Single Use Propane Cylinders

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

1. Municipal Finance Officers' Association of Ontario re: Municipal Resolutions Supporting a Permanent Doubling of Ontario Community Infrastructure Fund
2. North Frontenac Astronomy Park re: Festival of Stars - Request for Camping
3. Mississippi Valley Conservation Authority re: Proposed Municipal Representation on New CA Regional Board - ERO Posting
4. Economic Developers Council of Ontario re: Investment Table: Tourism Edition

MFOA | MUNICIPAL FINANCE OFFICERS' ASSOCIATION OF ONTARIO

Hon. Todd McCarthy
Acting Minister of Infrastructure
5th Floor
777 Bay St.
Toronto, ON M7A 2J3

June 25, 2026

Dear Minister McCarthy,

RE: Making permanent the doubling of the Ontario Community Infrastructure Fund (OCIF) that is scheduled to end after the 2026 allocation

I am writing on behalf of the Municipal Finance Officers' Association of Ontario, and the municipalities it serves, to request that the Government of Ontario make permanent the five-year doubling of the Ontario Community Infrastructure Fund (OCIF) from $200 million/year to $400 million/year in advance of the 2027 OCIF allocation calculations.

The Municipal Finance Officers' Association of Ontario (MFOA) is the professional association of municipal finance officers with more than 2,300 individual members. We represent individuals who are responsible for handling the financial affairs of municipalities and who are key advisors to councils. MFOA is a strong advocate for best practices that encourage long-term fiscal sustainability, including long-term financial planning and asset management planning.

In recent years, governments at all levels have reoriented their priorities to address the ongoing housing crisis, with heightened attention on growth-related infrastructure and increasing housing production. Application-based or incentive-based funding programs for municipalities have placed greater emphasis on growth-related or housing-enabling capital projects (e.g., Development Charge Reduction Program, Building Communities Strong Fund – Community Stream, Municipal Housing Infrastructure Program, Building Faster Fund). OCIF remains one of the few federal or provincial funding programs where the focus remains primarily on the preservation and renewal of existing infrastructure to maintain or improve municipal service levels.

With support from the Government of Ontario and MFOA, municipalities have made significant improvements to their municipal asset management plans and programs. The Government of Ontario introduced O. Reg 588/17 (Asset Management Planning for Municipal Infrastructure) in late 2017, which provided a standard framework for infrastructure planning. To support the transition to O. Reg. 588/17, MFOA has partnered with the Government of Ontario on many asset management initiatives, including guides, workshops, direct consulting support and other resources. As a result of these and significant municipal efforts, most municipalities in Ontario have an asset management inventory that identifies their infrastructure assets, including conditions, replacement costs and renewal schedules of those assets.

By leveraging municipal asset management plans in 2020, the Financial Accountability Office of Ontario estimated the state-of-good-repair backlog to be $52.1 billion for core municipal infrastructure. That is an estimated cost of restoring such infrastructure to a 'good' condition. The report notably focused primarily on core assets and thus likely understated the full extent of the backlog. Addressing this should not be a priority that falls by the wayside due to an increased focus on growth-related capital projects by other funding programs. OCIF's flexible design provides municipalities with the opportunity to fund asset management staff, which can improve data and analysis quality, and it provides a critical means by which municipalities address the infrastructure funding challenges identified in their asset management plans.

In 2021, the Government of Ontario doubled OCIF for a five-year period. Minister Surma, in announcing that initiative, commented that the Government of Ontario was "providing stability and predictability to small, rural and northern communities as they repair, upgrade and modernize their critical infrastructure so that they are safer, healthier and more reliable for all." And Minister Bethlenfalvy said that "by nearly doubling our investment in the Ontario Community Infrastructure Fund, our government is supporting public safety, job creation and economic growth." In the current climate of geopolitical uncertainty, tariffs and the resulting economic shocks and instability, the need to provide municipalities predictability and to preserve and enhance the economic activity and benefits provided by well-supported and well-maintained municipal infrastructure is as imperative as it was in 2021.

We have also heard from our members on this matter. Municipalities outside of high-growth regions have expressed concern about the diminishing level of grant funding opportunities for municipalities trying to preserve the economic value of their existing infrastructure. Additionally, while growing municipalities have made significant efforts to emplace new, housing-enabling infrastructure, which has been rewarded through the Building Faster Fund, many of their state-of-good-repair capital plans remain underfunded. To maximize the economic potential of federal and provincial investment in infrastructure, all orders of government must work together to preserve service levels and the public value of existing infrastructure, and permanently doubling OCIF to $400 million/year will especially help small and rural municipalities preserve that economic foundation throughout Ontario.

By adopting a Team Ontario approach during recent and ongoing economic challenges, we have seen how significant progress can be made when municipalities and the provincial government work together to achieve a common goal. Should you wish to follow up on this letter, please contact MFOA Executive Director, Donna Herridge (donna@mfoa.on.ca).

Sincerely,

Adam Found

Dr. Adam Found, Ph.D., PLE
President and Chair

cc. Hon. Rob Flack, Minister of Municipal Affairs and Housing
cc. Hon. Peter Bethlenfalvy, Minister of Finance

MFOA | MUNICIPAL FINANCE OFFICERS' ASSOCIATION OF ONTARIO

MFOA Request for the Permanent Doubling of the Ontario Community Infrastructure Fund (OCIF) Beyond 2026

WHEREAS recent municipal infrastructure funding programs by the Government of Canada and Province of Ontario have tended to prioritize growth-related or housing-enabling infrastructure projects over infrastructure renewal needs;

AND WHEREAS the Government of Ontario has regulated municipal infrastructure asset management through O. Reg 588/17 (Asset Management Planning for Municipal Infrastructure) under the *Infrastructure for Jobs and Prosperity Act, 2015*;

AND WHEREAS municipal asset management plans and the Financial Accountability Office of Ontario have identified that municipalities have significant state-of-good-repair backlogs and renewal needs for infrastructure;

AND WHEREAS the Government of Ontario doubled the Ontario Community Infrastructure Fund (OCIF) from $200M/year to $400M/year for 2021-2026 but has not publicly committed to maintaining this level of funding beyond 2026;

AND WHEREAS the OCIF has become a vital and indispensable resource for municipalities, assisting them with improving their asset management programs and meeting community-preserving infrastructure renewal needs;

AND WHEREAS increased geopolitical uncertainty is threatening the economic prosperity of Canada, Ontario, and every municipality;

AND WHEREAS municipal infrastructure is a key enabler and preserver of economic prosperity;

AND WHEREAS the Municipal Finance Officers' Association of Ontario (MFOA) has heard from its members and their municipalities concerns regarding the potential erosion of existing municipal infrastructure and thus service levels in light of the ongoing focus on housing-enabling infrastructure by grant funding programs;

NOW THEREFORE BE IT RESOLVED that **THE MUNICIPALITY OF** _____ supports MFOA's letter to the Ministry of Infrastructure requesting that the doubling of the Ontario Community Infrastructure Fund be made permanent in advance of the allocations for the 2027 calendar year, helping municipalities to continue building housing-enabling infrastructure while preserving the economic value provided by existing infrastructure.

From: Gary Colwell
Sent: July 21, 2026 5:11 AM
To: Brooke Ross <Recreation@northfrontenac.ca>
Cc: Betty Hunter; Tara Mieske <Clerkplanning@northfrontenac.ca>; Brooke Drechsler <deputyclerk@northfrontenac.ca>; John Inglis

Subject: Re: Festival of Stars - Request for Camping

Hello Brooke, I just want to send this formal request to allow camping at the festival of stars this coming up September11 to 13th

We will need again to close the helicopter pad from 9 AM Friday, September11until Sunday, September 13 at 12 PM noon

If you require any more information, please let me know

Kind regards

Gary Colwell

From: Sally McIntyre <smcintyre@mvc.on.ca>
Sent: July 29, 2026 4:31 PM
To: Christine Reed <clerk@addingtonhighlands.ca>; Cassandra McGregor <cmcgregor@twp.beckwith.on.ca>; Diane Smithson <dsmithson@carletonplace.ca>; Stacey Blair <sblair@carletonplace.ca>; Cathy Macmunn <cmacmunn@centralfrontenac.com>; jlegue@centralfrontenac.com; Stephanson, Wendy <wendy.stephanson@ottawa.ca>; caitlin.salter-macdonald@ottawa.ca; Cathy Ryder <cryder@dnetownship.ca>; jlaidlaw@dnetownship.ca; Renee Mask (Township CAO) <cao@greatermadawaska.com>; Township Clerk <clerk@greatermadawaska.com>; CAO <cao@lanarkhighlands.ca>; LH CLERK <lhclerk@lanarkhighlands.ca>; Ken Kelly <kkelly@mississippimills.ca>; Jeanne Harfield <jharfield@mississippimills.ca>; cmunro@mississippimills.ca; Corey Klatt <CAO@northfrontenac.ca>; Riley Kay <info@northfrontenac.ca>; Tara Mieske <Clerkplanning@northfrontenac.ca>; TVT CAO <cao@tayvalleytwp.ca>; TVT Deputy Clerk <deputyclerk@tayvalleytwp.ca>
Cc: Kurt Greaves <kgreaves@lanarkcounty.ca>; Kevin Farrell <kfarrell@frontenaccounty.ca>; Craig Kelley <ckelley@countyofrenfrew.on.ca>
Subject: Proposed Municipal Representation on new CA Regional Board - ERO posting

Good afternoon,
The following table shows the municipal representation proposed for the St. Lawrence River Region CA. It is contained within an ERO Posting published earlier today.
Please share this with your council and copy me if your council decides to submit comments regarding the new model.
Sincerest regards,
Sally

Sally McIntyre | General Manager | Mississippi Valley Conservation Authority
10970 Highway 7, Carleton Place, ON K7C 3P1
www.mvc.on.ca |t. 613 253 0006 ext. 223 | smcintyre@mvc.on.ca

This e-mail originates from the Mississippi Valley Conservation e-mail system. Any distribution, use or copying of this e-mail or the information it contains by other than the intended recipient(s) is unauthorized. If you are not the intended recipient, please notify me at the telephone number shown above or by return e-mail and delete this communication and any copy immediately. Thank you.

9 – St. Lawrence River Regional CA | Total Population within RCA : 1,454,986

Number of members allocated under proposed Tiered Allocation Formula

Municipality	Total Population	% of Municipality within RCA	Population within RCA (% of total RCA population)	Number of Members:
Ottawa	1,017,449	100%	1,017,449 (69.8%)	4
Stormont, Dundas & Glengarry County	114,637	99.79%	114,396 (7.9%)	2
Frontenac County	161,780	44.29%	71,652 (4.9%)	1
Lanark County	75,760	94.36%	71,487 (4.9%)	1
Prescott and Russell County	95,639	61.53%	58,847 (4.1%)	1
Leeds & Grenville County	104,070	56.35%	58,643 (4.1%)	1
Cornwall	47,845	100%	47,845 (3.3%)	1
Smiths Falls	9,254	100%	9,254 (0.6%)	1
Lennox & Addington County	45,182	10.85%	4,902 (0.3%)	1
Renfrew County	106,365	0.48%	511 (0.04%)	1
Total Number of Members Appointed				**14**

From: ca.office (MECP) <ca.office@ontario.ca>
Sent: July 29, 2026 3:52 PM
To: ca.office (MECP) <ca.office@ontario.ca>
Subject: Consultation on Two Proposed Regulations Under the Conservation Authorities Act

Greetings,

We are writing to notify you of a proposal notice posting regarding two proposed regulations under the *Conservation Authorities Act* (CAA), available for comment on the Ontario Regulatory Registry, and the Environmental Registry of Ontario at posting #026-0740 for 45 days, closing September 14, 2026.

These proposals include:

1. **Proposed regulation setting out the method for determining the number of members appointed to regional conservation authorities:**
    - The ministry is proposing a Tiered Allocation Formula to determine how many members each participating municipality appoints to their regional conservation authority (CA) based on its share of the regional CA's total population.
    - In April 2026, the *Conservation Authorities Act* was amended to provide for the regional consolidation of conservation authorities. To support implementation, the Act sets out that the number of members each participating municipality appoints to the regional conservation authorities are to be determined by a method prescribed in regulation (s. 1.5 and s. 14).

- For a more detailed and visual depiction of the application of the Tiered Allocation Formula for each of the planned nine regional CAs, please review the proposal notice posting and the supplemental document attached to the proposal notice posting.

2. **Proposed regulation for Ontario Provincial Conservation Agency board member ineligibility:**
    - The ministry is also proposing additional ineligibility criteria for appointments to the board of directors of the Ontario Provincial Conservation Agency (OPCA).
    - In November 2025, the *Conservation Authorities Act* was amended to create the Ontario Provincial Conservation Agency; the Act sets out that members of Parliament or the Assembly are not eligible to be appointed to the board of directors of the Agency and that a person who satisfies any other criteria prescribed in regulation would also be ineligible to be appointed (s. 35.6 (2)).
    - The ministry is proposing that a regulation be made to prescribe that if an individual is a registered lobbyist under Ontario's *Lobbyists Registration Act*, a current member of the CA, or an individual currently employed as a CA officer or senior staff member of the CA, the individual would be ineligible to be appointed to the board of directors of the Ontario Provincial Conservation Agency.

These regulatory proposals are part of broader action that Ontario is taking to improve the conservation authority system to reduce duplicative costs, free-up resources, and better align the work of conservation authorities with provincial priorities on housing, infrastructure, the economy and climate resilience.

For more information on these proposals, **the ministry will be holding virtual Information Sessions on August 5 and August 12, please click on the links below to register:**

- August 5th session 1:30pm – 3:00pm: Info Session Registration - August 5, 2026
- August 12th session 10:30am – 12:00pm: Info Session Registration – August 12, 2026

We look forward to receiving any feedback you may have on the proposals by submitting comments on the RR or ERO posting, or by email to ca.office@ontario.ca

Best regards,

Kirsten Service
Director, Conservation Branch, Conservation and Parks Division
Ministry of the Environment, Conservation and Parks

Ontario

From: Michel Hage <management@myerscaveresort.com>
Sent: July 19, 2026 10:42 AM
To: Corey Klatt <CAO@northfrontenac.ca>; Tara Mieske <Clerkplanning@northfrontenac.ca>
Subject: Investment Table: Tourism Edition - Economic Developers Council of Ontario

Good Day,

Wondering if the Township can participate in this event, knowing it is free of charge or minimal cost.
if Council resolution is required, please include for discussion in next Council meeting

https://edco.on.ca/engage-with-us/tourism-investment-table/?mc_cid=9f29f9ef1c&mc_eid=52f3040cda#

Thanks

Sincerely,

Mike Hage

Myers Cave Resort
Beyond the Legend

Tony E. Fleming
Direct Line: 613.546.8096
E-mail: tfleming@cswan.com

July 6, 2026

SENT BY EMAIL TO: CAO@northfrontenac.ca

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

Dear Mayor and Council:

RE: Code of Conduct Complaint- Final Report
Our File No. 12707-727

This public report of our investigation is being provided to Council in accordance with Section 223.6(1) of the *Municipal Act*. We note that Section 223.6(3) of the *Municipal Act* requires that Council make the report public. The Clerk should identify on the agenda for the next open session Council meeting that this report will be discussed. Staff should consider whether it is appropriate to place the full report on the agenda in advance of Council deciding how the report should otherwise be made public.

Should Council desire, the Integrity Commissioner is prepared to attend virtually at the open session meeting to present the report and answer any questions from Council.

At the meeting, Council must first receive the report for information. The only decision Council is afforded under the *Municipal Act* is to decide how the report will be made public, and whether to adopt any recommendations made by the Integrity Commissioner. Council does not have the authority to alter the findings of the report, only consider the recommendations.

The Integrity Commissioner has included only the information in this report that is necessary to understand the findings. In making decisions about what information to include, the Integrity Commissioner is guided by the duties set out in the *Municipal Act*. Members of

TEL:613-544-0211
FAX:613-542-9814
EMAIL:INFO@CSWAN.COM
WEB:WWW.CSWAN.COM

Smith Robinson Building, Suite 300 • 27 Princess St, Kingston, ON, K7L 1A3

Council are also reminded that Council has assigned to the Integrity Commissioner the duty to conduct investigations in response to complaints under the Code of Conduct, and that the Integrity Commissioner is bound by the statutory framework to undertake a thorough process in an independent manner. The findings of this report represent the Integrity Commissioner's final decision in this matter.

Timeline of Investigation

- May 20, 2026, Complaint received;
- May 25, 2025, conduct preliminary review;
- May 26, 2026, request further details from complainant;
- May 28, 2026, complaint sent to Member;
- June 10, 2026, response from Member received;
- June 17, 2026, Member's response sent to complainant;
- June 19, 2026, reply from complainant received;
- June 25, 2026, additional clarification information sought and received.

Complaint Overview

A complaint was received that Mayor Gerry Lichty (the "Member") had breached the Code of Conduct related to communications made by Facebook messenger and email related to a local resident. The complaint alleged that statements made were false, that the Member had used Township resources improperly in the context of election activity and that the Member had disparaged a member of the public.

Code of Conduct

The Code of Conduct provides:

> 4.1 In all respects, a Member shall:
>
> …
>
> (f) refrain from making statements known to be false or with the intent to mislead Council or the public;
>
> …
>
> (j) refrain from making disparaging comments about another Member or person or unfounded accusations about the motives of another Member or person
>
> 5.5 A Member shall respect the role of staff in the administration of the business and governmental affairs of the Township, and acknowledge and appreciate that staff:
>
> …

(c) carry out their duties based on political neutrality and without undue influence from any individual Member and, therefore, a Member must not invite or pressure any member of staff to engage in partisan political activities or be subjected to discrimination or reprisal for refusing to engage in such activities.

6.2 By virtue of their office or appointment, a Member must not use or permit the use of the Township's land, facilities, equipment, supplies, services, staff or other resources for activities other than the business of the Township. No Member shall seek financial gain for themselves, family or friends from the use or sale of Township's intellectual property, computer programs, technological innovations, or other patent, trademarks or copyright held by the Township.

9.1 A Member shall treat all members of the public, one another and staff with respect and without abuse, bullying or intimidation and ensure that their work environment is free from discrimination and harassment.

10.1 A Member shall not use the influence of their office or appointment for any purpose other than the exercise of his or her official duties in the public interest.

10.2 A Member shall not use the status of their position to influence the decision of another person to the private advantage or non-pecuniary interest of themselves, their parents, children or grandchildren, spouse, or friends or associates, or for the purpose of creating a disadvantage to another person or for providing an advantage to themselves.

13.1 A Member is required to conduct themselves in accordance with the *Municipal Elections Act, 1996* and any Township policies pertaining to elections. The use of the Township's resources, both property and staff time, for any election-related activity is strictly prohibited. Election-related activity applies to the Member's campaign and any other election campaigns for municipal, provincial or federal office.

Allegation 1 – Attempted Use of Township Resources/false claims

Use of Township Resources

The Member made a number of statements to person X by way of Facebook Messenger. As part of this series of communications, the Member wrote to person X and accused the complainant of spreading, "terrible accusations about people when they have no knowledge of any details. I find this absolutely disgusting."

The Member then stated, "In fact, maybe it is time that we got a lawyer involved!"

When advised by person X that the complainant was not spreading rumours, but was merely telling them what another person had said, the Member responded, "Wrong. [the complainant] is spreading rumours. Maybe not actively but he has not remained silent."

The complainant confirmed that the allegation that the Member was using Township resources to investigate them was confined to the statement, "In fact, maybe it is time that we got a lawyer involved!".

The relevant Code of Conduct provisions engaged by this allegation include:

> 6.2 By virtue of their office or appointment, a Member must not use or permit the use of the Township's land, facilities, equipment, supplies, services, staff or other resources for activities other than the business of the Township. No Member shall seek financial gain for themselves, family or friends from the use or sale of Township's intellectual property, computer programs, technological innovations, or other patent, trademarks or copyright held by the Township.
>
> …
>
> 13.1 A Member is required to conduct themselves in accordance with the *Municipal Elections Act, 1996* and any Township policies pertaining to elections. The use of the Township's resources, both property and staff time, for any election-related activity is strictly prohibited. Election-related activity applies to the Member's campaign and any other election campaigns for municipal, provincial or federal office.

The complainant had advised the Member that they intended to run for Council at the time this communication occurred and therefore alleged that the threat to involve lawyers was campaign related.

The Member denies asking the Township's lawyers to investigate the alleged defamatory statements made by the complainant. The Township confirmed that the Member never requested that staff investigate or involve legal counsel. The Township did not engage legal counsel to investigate. The allegation is therefore not supported by the factual record.

The unfounded rumours disparaging staff that were alleged to have been made or supported by the complainant is what the Member suggested might be "time that we got a lawyer involved!" to address. The Code of Conduct does not prohibit suggesting the use of a municipal solicitor to conduct an investigation. The Code of Conduct prohibits actually using municipal resources in election related activity. Even if we assume the threat was election related (a finding not supported by the evidence) because no municipal resources were used and no investigation of the complainant occurred, this aspect of the complaint is without merit and is dismissed.

As part of the complaint, the complainant mentioned the Member's use of their Township email as evidence of the Member engaging in Township acts that engaged the Code of Conduct. The source of communications (Township or personal email) is not relevant to this investigation as the Code of Conduct does not distinguish between the mode of communication.

False Claims

Any assessment of the Code of Conduct prohibition against a member of Council making false statements engages Section 2(b) of the Charter of Rights and Freedoms – freedom of expression. Political expression is a highly protected form of expression. The cases dealing with this freedom obligate an Integrity Commissioner to undertake a balancing analysis to assess the purpose of the Code of Conduct provision and balance that purpose against the protections for freedom of expression.

In this case, the Integrity Commissioner sees the value in obligating members of Council to be truthful – that will advance good governance and give the public confidence in their elected officials and the decisions that they make. This purpose, however, must be balanced under the Charter to allow politicians freedom to express themselves without fear that any misstatement will be used against them and form the basis for a Code of Conduct complaint.

The Integrity Commissioner finds that an interpretation of the Code of Conduct that exposes a member of Council to a complaint for making an honest misstatement cannot be what Council intended and would not be consistent with the Charter. The proper balance requires that the below constituent elements must be present in order to find a member of Council has breached the Code of Conduct. This establishes an appropriate balance. Therefore, in order to find a breach of section 4.1(f) the following elements must be present:

1. The statement must be untrue; and
2. The member must know that the statement is false; and
3. The statement must be made with the intent to mislead Council or members of the public.

In the circumstances of this complaint, the statements were made to person X only and the Integrity Commissioner is satisfied that they were entirely private in nature. This does not mean that this section does not apply, but rather that the statement must have been made with the intent to mislead person X. Even if the Integrity Commissioner assumes that the Member should have expected person X to tell others, the analysis is the same. If the intent was not to mislead person X, even if person X told others, the intent was the same.

The Member denies that his statement that the complainant was spreading, "terrible accusations about people when they have no knowledge of any details. I find this absolutely disgusting" was untrue.

Person X in fact confirmed that the complainant was spreading rumours in the same message thread when they stated, "well no [the complainant] is not spreading rumours about this. He heard from [redacted] and then came to me." Telling person X about unfounded rumours constitutes spreading that rumour. In the complainant's response to the written reply of the Member in this investigation the complainant described how he met with the

Member to talk about information and concerns expressed by other members of the public. The Member saw firsthand that the complainant was spreading rumours.

The Member also stated that he was contacted by others who named the complainant as the source of rumours. The complainant disputed this and questioned the chronology of when the Member could have been advised that the complainant was spreading rumours. The Integrity Commissioner does not need to investigate this aspect of the allegations or determine who told the Member what at what time – the evidence of the complainant and person X are sufficient to corroborate that the Member's opinion was credible.

The complainant argues that the Member was obligated to investigate the allegations before writing his message and that lack of due diligence contributes to the breach.

The Integrity Commissioner rejects the argument that every member of Council has an obligation to investigate their statements before they make them to avoid a breach of this section. While there may be circumstances where it is obvious that the member made a statement they knew was more likely than not untrue, there is no obligation to fact-check statements before making them. To import this requirement into the Code of Conduct would have a chilling effect on member's freedom of expression.

The Integrity Commissioner prefers the evidence of the Member that he believed that the complainant was contributing to the rumours. Therefore, the Integrity Commissioner finds that the Member did not know that the statement was false and the statement was not made with the intent to mislead person X, or anyone else. This aspect of the complaint is dismissed.

Allegation 2 – False Claims/Disparagement

In another communication to person X by email (which we understand was forwarded by person X to the complainant) the Member wrote that the complainant had blocked them on Facebook. The complainant had in fact not blocked the Member.

The Member then stated, "Based on your email of this week, I am drawing the conclusion that the three of you [person X, the complainant and another member of the public] are working together [redacted]".

The email also stated that the Member did not trust person X and accused them of factual distortions in a specific context.

There are two possible Code of Conduct breaches disclosed in this email;

1. Making a false statement contrary to Section 4.1(f); and
2. Making disparaging or abusive statements about a member of the public, contrary to Sections 4.1(j) and 9.1

False Claims

The Charter analysis above applies equally to this claim and the same assessment is necessary.

In this circumstance, the Member was incorrect when he claimed that the complainant had blocked him on Facebook; this was untrue. The Member responded to this accusation by stating that he would see posts from the complainant on social media, and then the post would disappear and not return. The Member interpreted this as the complainant blocking him. The explanation provided by the Member is credible and there is no evidence to demonstrate the requisite elements necessary to find a breach of Section 4.1(f). While the statement was untrue, on a balance of probabilities we find that the Member believed it was correct and there was therefore no intent to mislead the recipient of the message. This claim is dismissed.

The second possibly untrue statement is that the Member stated that the complainant, person X and another member of the public were working together for purposes that are not necessary to disclose in this report as it is not relevant to the analysis. The complainant disputes the truth of this statement. In his response, the Member explained why his conclusion that the three individuals were working together was reasonable. There is evidence to support the Member's conclusion. More importantly, the text of the email to person X reads as follows:

> "Based on your email of this week, I am drawing the conclusion that the three of you are working together [redacted]. All for one and one for all. I never thought that you would give up your independence."

The Member is not making a statement to a third party with the intent to mislead that person. The Member is "drawing the conclusion" based on other facts and informing one of the people involved of his conclusion. It is impossible to deliberately mislead person X about person X's involvement in something; this is simply a statement from the Member expressing his opinion about what he believes is happening. Even assuming that the Member was incorrect, the constituent elements necessary to find a breach are not present, because there is no intent to mislead. The Member did not share this email with anyone and therefore had no intent to mislead anyone. This claim is dismissed.

Disparagement

Section 4.1 (j) reads:

> 4.1 In all respects, a Member shall:
>
> …
>
> (j) refrain from making disparaging comments about another Member or person or unfounded accusations about the motives of another Member or person

Section 9.1 reads:

> 9.1 A Member shall treat all members of the public, one another and staff with respect and without abuse, bullying or intimidation and ensure that their work environment is free from discrimination and harassment.

The comments alleged to breach these sections read as follows (from the same email):

> "It appears, at least from my perspective, that we have a major issue between us. Basically I don't trust you!
>
> In my opinion, you twist words, meanings, take out of context, create facts that never existed, used words from "off the record" conversations, and on and on."

The Member did not use intemperate or offensive language and was clear that this was his perspective/opinion of how person X was behaving. The Member explained that his email was a response to what he perceived as inappropriate communications from person X and his response was to establish a new direction for future communications.

The accusations from the Member state clearly that the Member does not respect person X, but fall short of being abusive, bullying or intimidating.

Having found that the statement is disrespectful, the Integrity Commissioner is then obliged to engage in the same balancing exercise that was necessary under the sections of the Code of Conduct that prohibit making untruthful statements. In this context, the purpose of the Code of Conduct is to foster respectful dialogue and to maintain the respect of constituents by ensuring that members of Council do not treat the public, staff or each other in ways that bring disrepute to the Township and the process of governance. This does not mean that every instance of impolite behaviour is a breach of the Code of Conduct. Members of Council have the right to express themselves, and in order not to unreasonably chill their ability to speak freely on issues a balance must be established.

The Integrity Commissioner finds that the language used was not polite, but was not a breach of the Code of Conduct. While the old adage "if you don't have something good to say don't say anything at all" might be counsel of perfection; a politician should not be curtailed from making a statement for fear of a complaint under the Code of Conduct – provided the comment itself is moderate and displays a minimum level of respect. The statement excerpted above is not abusive, does not use intemperate language or insults and expresses the Member's opinion as politely as the subject matter allows.

This aspect of the complaint is dismissed.

Conclusion

Based on the analysis above, the complaint is dismissed in its entirety. There are no recommendations to Council necessary based on the opinion of the Integrity Commissioner that the Code of Conduct was not breached.

Sincerely,

Cunningham, Swan, Carty, Little & Bonham LLP

Tony E. Fleming,
Senior Legal Counsel
Anthony Fleming Professional Corporation
TEF

To:	Mayor and Members of Council
From:	Sonya Bolton, Manager of Community Planning, County of Frontenac
Approved by:	
Date of Meeting:	13 Aug 2026
Re:	Updated Site Plan Control By-Law

Recommendation:

Be It Resolved That Council receives for information the Administrative Report from Sonya Bolton, Manager of Community Planning, County of Frontenac entitled "Updated Site Plan Control By-law";
And That Council will consider the approval of the Site Plan Control By-law later in the meeting.

Background:

Site plan control is a municipal planning tool used to ensure that development is well designed, safe, functional, and compatible with surrounding properties, while meeting municipal development standards. Under Section 41 of the Ontario Planning Act, municipalities may apply site plan control in areas designated in the Official Plan.

The process includes a site plan agreement between the municipality and the property owner, which is registered on title and continues to apply even if the property is sold. Through site plan control, municipalities may review and approve matters such as building location and design, site layout, pedestrian and vehicle access, landscaping and buffering, lighting and servicing, grading and drainage, sustainable design features, and road access or widening requirements.

The Township's Official Plan policies on site plan control (Section 6.9.10) were recently updated through Official Plan Amendment (OPA) Number 3 to ensure consistency with the Planning Act. OPA Number 3 was adopted by Township By-Law Number 2026-17 on February 27, 2026 and approved by County Council on April 15, 2026.

Since the Township's Official Plan has been updated, staff have been working on updating the existing Site Plan Control By-Law. A draft of the new By-Law was presented to Council on June 11, 2026.

Researched By:

Tara Mieske, Clerk/Planning Manager, Township of North Frontenac
Sonya Bolton, Manager of Community Planning, County of Frontenac

Comments:

Existing By-Laws

By-Law Number 20-21 is the Township's existing Site Plan Control By-Law. The current by-law applies site plan control to the following land uses:

a. Any industrial, commercial, or public service use;
b. Any multiple residential use consisting of six or more dwelling units;
c. Any lands abutting a lake, water body, or natural heritage features and areas;
d. All land uses within the Environmental Protection Area; and,

e. All conversions and redevelopment within any of the above categories.

In addition to Site Plan Control By-Law Number 20-21, the Township also has By-Law Number 20-20, which is a separate by-law related to securities for Site Plan Control. Staff are proposing that both by-laws be repealed and be replaced with one new by-law that deals with all issues associated with site plan control.

Proposed New By-Law

A final version of the new Site Plan Control By-Law for the Township is included in the Agenda under By-laws. No changes have been made to the by-law since the draft was presented to Council on June 11, 2026.

Similar to the existing Site Plan Control By-Law, the focus is on non-residential and multi-residential land uses. The types of development subject to site plan control are listed in Section 3 of the by-law and exemptions are listed in Section 4. The following are a few key highlights from the revised by-law:

- Commercial and industrial uses are still covered by the by-law, as are most institutional uses and buildings. The exceptions would be portables added to an existing school site (the Planning Act requires them to be exempt) and public works and utilities (but not buildings such as community halls, etc.).
- Agricultural uses are still exempt, but clarification has been added that this does not include intensive livestock facilities or agri-tourism uses that provide on-site goods or services for sale to the public. It is a best practice to include these in site plan control because of the impacts that such operations can have on surrounding properties.
- Based on recent changes to the Planning Act, site plan control does not apply to developments with 10 or fewer residential units, unless they are within 120 metres of wetland, lake or stream. Principal residential dwellings and permitted accessory dwellings are exempt, except where development is in proximity to identified natural heritage features, natural hazards, or known archaeological deposits, the protection of which requires the registration of a Site Plan Control Agreement on title. This allows the Township the flexibility to use the site plan control tool in certain circumstances to protect human health and safety or the preservation of important cultural or natural heritage features.

Ontario Bill 109, the More Homes for Everyone Act, 2022, required site plan control decisions to be made by municipal staff instead of local councils. Since that time, applications for site plan control must be approved by the Township Clerk, in accordance with the Township's Delegated Authority By-Law.

Public Consultation

There was a formal public consultation process for OPA Number 3 and the site plan control policies for the Township's Official Plan, because they are required by the Planning Act. There is no similar public consultation requirement for a Site Plan Control By-Law, but staff are provided the draft by-law to Council for review and comment.

No comments were received from the public. There was a question from a member of Council about the application of site plan control as it relates to the Rural Cooperative Zone and how the new by-law would impact the one existing rural cooperative in the Township.

The existing cooperative is designated as Rural Cooperative in the Township Official Plan and then is also zoned as Rural Cooperative in the Township Zoning By-Law. While the Zoning By-Law says that site plan control is required for the Rural Cooperative Zone, the Official Plan says that the application of site plan control will depend on the type and scale of activity proposed for the cooperative. In addition to this, there is now provincial legislation that prohibits a municipality from applying site plan control 10 or fewer residential units, unless the subject property is within 120 metres of a wetland or waterbody or 300 metres of a rail line. This requirement takes precedence over anything in the Township's planning documents.

With respect to the existing cooperative in the Township, site plan control wouldn't apply unless there was an expansion proposed that either (1) increased the number of residential units above a total of 10 or (2) that added new communal buildings on the property.

Financial Impact:

The County Planner's hours spent on this file will be included in the Township's annual billing from the County. As per the Shared Services Agreement, the billing is based on the percentage of County Planning staff hours used by North Frontenac. The annual costs are based on a three-year rolling average. There has also been Township Planning staff time to assist with the process.

Strategic Implications:

Economic Prosperity > Prepare for potential development opportunities

To:	Mayor and Members of Council
From:	Sonya Bolton, Manager of Community Planning, County of Frontenac Lauren Breen, Planning Intern, County of Frontenac
Approved by:	
Date of Meeting:	13 Aug 2026
Re:	Recent and Proposed Legislative Changes to the Planning Act

Recommendation:

Be It Resolved That Council receives for information the Administrative Report prepared by Lauren Breem, Planning Intern, County of Frontenac and Sonya Bolton, Manager of Community Planning, County of Frontenac, entitled "Recent and Proposed Legislative Changes to the Planning Act".

Background:

On March 30th, 2026, the Minister of Municipal Affairs and Housing, presented the first reading of Bill 98, the *Building Homes and Improving Transportation Infrastructure Act, 2026*. This bill proposes major changes and amendments to several Acts, including -- but not limited to:

- the Planning Act
- the Municipal Act
- the Building Code Act
- Acts related to transit, such as the Fare Alignment and Seamless Transit Act.

A complete list of the changes can be found in the full bill. On June 2nd, 2026, the bill received Royal Assent and is now in effect.

Changes that impact the Planning Act include:

- Changes to the entire contents and structure of Official Plans;
- Removal of requirements for climate-related policies within Official Plans;
- Removal of “sustainable design” references in site plans and electric vehicle (EV) parking requirements from by-laws; and
- Changes to the conditions of and conveyance of parklands through criteria created to go with Bill-23, *More Homes Built Faster Act, 2022*.

In addition to these changes to the Planning Act, a newly proposed bill, Bill-119, *Protecting Ontario’s Streets and Communities Act, 2026*, proposes to add monetary penalty options to municipalities for certain zoning infractions.

Beyond the Planning Act, postings currently on the Environmental Registry of Ontario (ERO) indicate the direction of future legislative amendments related to Official Plan conformity between upper- and lower-tier municipalities, the approval process for municipal and communal servicing for water and wastewater, site plan control processes, and provincial standardization of planning approvals and technical requirements.

Researched By:

Lauren Breen Planning Intern, County of Frontenac

Comments:

Bill 98 and Changes to the Planning Act

1. Changes to the Contents and Structure of Official Plans

Section 16(1) of the Planning Act requires official plans to include goals, objectives, and policies for managing physical change and its social, economic, built, and natural environmental impacts. It also requires policies on matters such as affordable housing and public consultation procedures for Official Plan amendments, zoning by-laws, plans of subdivision, consents, and other prescribed matters.

Section 16(2) allows Official Plans to include measures and procedures to achieve their objectives and to inform and obtain public input on planning matters not addressed in subsection (1). Together, these provisions provide broad direction from the Province but do not prescribe the overall structure, format, or labelling of official plans.

This changes entirely with Bill 98, where Sections 16 (1) and (2) have been removed and substituted such that an Official Plan must contain the chapters, sections, schedules, and use only the land use designations described in Schedule 1. Schedule 1, which has been added to the Planning Act, lays out an entirely new and standardized official plan framework containing required chapters, sections, and schedules, along with twelve land use designations and permitted uses that, in essence, streamline official plan contents and create uniformity (see Attachment 1 of this report for the new framework, designations, and permitted uses).

Only the chapters, sections, and schedules listed can be used. Where one or more may not apply to the municipality or planning board, they must still be listed in the Official Plan, with the words “Not Applicable” immediately following the title and number of the chapter. Further, it is optional for the municipality or planning board to include a description of the goals and objectives related to the subject matter of that chapter. Currently, these changes apply to single-tier and lower-tier municipalities. The province is still consulting on the content and framework of upper-tier official plans.

With these changes now in effect, future Official Plan updates undertaken by the Township may require substantial restructuring to align with the province’s standardized framework. This may reduce flexibility in how municipalities organize and present planning policies, while also creating additional administrative and implementation considerations during future official plan reviews and updates.

Most of the changes made through Bill 98 came into effect upon Royal Assent. However, this differs for the implementation of the new Official Plan framework, where transition dates are dependent on the specific municipality.

The 29 municipalities listed in Table 1 of Schedule 7 of the Bill, including the City of Kingston and the City of Ottawa, have a transition date of January 1, 2028, while all other municipalities not listed in Table 1 have a transition date of January 1st, 2029.

These dates do not mean municipalities must conform their Official Plans to the new framework before or by these dates. The former Official Plan framework continues to apply until a new or amended Official Plan comes into effect after these dates. For example, if a municipality updates their Official Plan in 2027 using the former framework, they would not be required to conform to the new Official Plan framework until their next 5-year review in 2032.

Therefore, Township should be aware of the January 1, 2029 transition date and future conformity requirements.

Amendments to Section 27 of the Planning Act allow the Minister to exempt prescribed lower-tier municipalities from the requirement to conform with upper-tier official plans, but no regulations or criteria identifying eligible municipalities have been released to date. Based on recent provincial planning reforms, including changes affecting upper-tier planning responsibilities in certain large urban and high-growth municipalities, this authority may be intended primarily for selected municipalities rather than broad province-wide application. However, until regulations are released, it remains unclear whether or how this authority could affect the Township.

2. Changes to Climate Change Policies in Official Plans
Section 16 (14) of the Planning Act, which currently requires official plans to contain goals, objectives, and actions related to mitigating greenhouse gas emissions and adapting to a changing climate, have been repealed through Bill 98 and are no longer required as part of official plan contents.

Municipalities are no longer provincially required to include climate change mitigation and adaptation policies within official plans. While municipalities may still choose to include such policies voluntarily, this may affect consistency in climate-related planning approaches across municipalities and future environmental policy directions.

3. Changes to the Reference of “Sustainable Design” and Electric Vehicle (EV) Parking Requirements

At the Site Plan level, Bill 98 removes the wording “sustainable design” under Section 41 (4.1.1) as a criterion for evaluating proposed development. In essence, this limits the ability for municipalities to impose green development standards through Site Plan Approval.

At the same time, under Section 34 regarding zoning by-laws, the bill amends this section to add wording that despite being able to pass a by-law to allow for owners or occupants of a structure/building to maintain loading and parking facilities, a zoning by-law may not require an owner or occupant to maintain electric vehicle supply equipment in connection to loading and parking facilities.

These amendments may reduce municipal authority to require sustainable development measures and EV infrastructure through development approvals and zoning by-laws. This may affect future approaches to sustainability planning and implementation of green development standards at the township level.

4. Changes to the Conveyance of Land for Park Purposes

Under the Planning Act, municipalities are permitted to pass by-laws requiring that where there is development or redevelopment of lands, lands are to be conveyed to the municipality, or cash-in-lieu provided, to count toward parkland requirements. This can be up to 2% for commercial developments and up to 5% for residential developments.

Alternatively, for residential developments municipalities can request one hectare for every 600 residential units, or based on land size, 10% for 5 hectares or less or 15% for lands greater than 5 hectares, whichever is the lesser ratio. Non-profit housing and most Additional Residential Unit (ARU) developments are exempt from conveyance clauses. Further, these by-laws cannot be in place

unless there are already official plan policies regarding the provision of parklands and a parks plan showing the need for such lands.

Bill 98 aims to clarify the criteria for what can be considered lands to be conveyed that was introduced in Bill 23, *More Homes Built Faster Act, 2022*. Under this legislation, developer-identified lands can count, including encumbered lands (contributing a minimum credit of 70% of required dedication or higher as determined by the municipality), privately-owned public spaces (POPS), lands with easements, and strata parks (e.g., green rooftops), so long as they are not considered “ineligible lands” and meet secondary criteria as shown below:

a. Ineligible Land
    - Contaminated sites
    - Sites with natural and human-made hazards (set out in the Provincial Planning Statement (PPS), 2024)
    - Lands in or adjacent to natural heritage areas, unless it can be proven the park will not compromise these features
b. Land Accessibility / Comfort for Use
    - Must be accessible to all users and visible to the public
    - Must have a size and shape capable of serving as a park

The rationale appears to be greater developer freedom in contributing to parkland requirements for lands once considered ineligible, along with appeal processes available through the Ontario Land Tribunal (OLT) where eligible lands under these standards are denied by the municipality or where there is a non-decision within 90 days of filing their identification of lands.

These changes may create added complexity in evaluating parkland conveyances and may increase flexibility for developers in satisfying parkland requirements. The expanded appeal opportunities through the OLT may also affect municipal decision-making timelines and review processes related to parkland dedication.

5. Maximum Lot Sizes for Urban Residential Parcels of Land

Bill 98 introduces amendments to Section 34 of the Planning Act establishing a prescribed minimum lot area of 175 m² (1,884 sq ft) for Urban Residential Parcels of Land. Urban Residential Parcels are defined as lands within settlement areas that are used for residential purposes (excluding accessory uses) and are fully serviced by municipal water and wastewater systems.

For lands meeting this definition, municipalities may not require a minimum lot area greater than 175 m² through their zoning by-laws. While municipalities retain the ability to permit smaller lot areas where appropriate, they cannot establish a larger minimum lot area requirement.

These changes are not expected to have an immediate impact within the Township, as there are currently no areas that meet the requirement for being on full municipal water and wastewater services. However, the amendments may become increasingly relevant as the Township continues to invest in and support municipal communal servicing infrastructure to facilitate housing and community growth.

Through the establishment of Frontenac Municipal Servicing (FMS), a municipally owned service corporation, the County is advancing communal water and wastewater servicing projects that support residential development in rural settlement areas. Under the Provincial Planning Statement (2024), communal/decentralized servicing owned by a public utility is considered a form of municipal servicing and may bring future development lands within the scope of these provisions. Current FMS

initiatives include the Verona Housing Project in South Frontenac, the proposed village expansion in Marysville on Wolfe Island, and the redevelopment of the former school site in Sharbot Lake.

6. Municipal and Communal Servicing Approvals

Bill 98 introduces changes to the approval process for municipal and communal servicing systems. The legislation removes duplicate approval requirements that previously existed under both the Municipal Act and the Safe Drinking Water Act. Where an approval is granted under one Act, it is deemed approved under the other, reducing administrative duplication and streamlining the approval process.

Bill 98 also repeals and replaces Section 93 of the Municipal Act, allowing the province to establish regulations prescribing criteria for municipal and non-municipal communal servicing approvals. Where an application meets the prescribed criteria, approval may be required. As a result, future provincial regulations could standardize servicing approval requirements and potentially limit municipal discretion in certain circumstances. The practical implications of these amendments will depend on the details of future provincial regulations, particularly with respect to communal servicing systems and the approval criteria that may be prescribed.

Proposed Changes to the Planning Act under Bill 119

Introduced on May 25, 2026, Bill 119, *Protecting Ontario's Streets and Communities Act, 2026*, proposes amendments to several existing statutes, including the Planning Act. A significant proposed amendment would permit municipalities to use an Administrative Monetary Penalty System (AMPS) to address certain zoning by-law contraventions. Under proposed subsection 67.2 of the *Planning Act*, municipalities could establish a system of administrative penalties for violations of zoning by-laws related to certain land use restrictions. This authority would apply to prohibited land uses but would not extend to building-related regulations or performance standards such as maximum building height.

Administrative penalties must be designed to promote compliance and cannot be punitive in nature. The proposed legislation specifies that penalties cannot exceed an amount reasonably required to achieve compliance. Consistent with existing AMPS frameworks, unpaid penalties would generally be added to the tax roll of any property owned by the responsible party and collected in the same manner as municipal taxes.

Administrative penalties are already widely used by municipalities under section 102.1 of the *Municipal Act, 2001*. Initially introduced for parking infractions, their use has expanded to encompass most municipal by-laws. However, zoning by-law violations currently remain subject to the enforcement provisions of the *Planning Act*, which require prosecution through the Provincial Offences Court. Existing penalties under the Planning Act can be substantial, including fines of up to $25,000 for individuals and $50,000 for corporations upon a first conviction.

The province has indicated that extending AMPS to certain zoning by-law contraventions could provide municipalities with a more efficient and cost-effective enforcement option than court proceedings. Importantly, the existing offence provisions under section 67(1) of the Planning Act would remain available. Municipalities would therefore have discretion to determine, on a case-by-case basis, whether an AMPS penalty or court prosecution is the most appropriate enforcement tool. However, a person who has paid an AMPS penalty for a specific contravention could not subsequently be charged for the same offence.

If enacted, these changes would provide municipalities with an additional enforcement mechanism to address land-use-related zoning violations while maintaining access to existing court-based remedies where warranted.

Separate ERO Postings (comments closed as of May 14, 2026)

1. ERO #026-0315: Upper-tier Official Plans, Secondary Plans, and Site Area Specific Plans (SASPs)

The ERO put feedback out last fall regarding Upper-tier plans, Site and Area-Specific Plans (SASPs), and Secondary Plans as part of preparing for Bill 98. Given the proposed changes under the bill to the official plan framework and tiered responsibilities, the province, through consultation, heard that upper-tier official plans are most effective when focused on regional matters such as growth management, infrastructure coordination, and cross-boundary land use planning, while lower-tier municipalities address detailed, site-specific policies.

To reduce duplication in upper-tier plans, the province is considering modifications of the standardized official plan framework for upper-tier municipalities, including broader land use designations such as “Community Areas” to encompass Neighbourhoods, Mixed Use Areas, and Mixed-Use Commercial Areas for example. Discussion questions put forward include asking for input on any other land-use designations other than “Community Areas”, any table of contents, schedules, etc. that would not apply to upper-tier municipalities, and any other considerations that need to be considered.

The province is also proposing a separate framework for secondary plans and site- and area-specific policies, including standalone secondary plan documents, clearer rules regarding where they apply, and exemptions from Ministerial approval in certain circumstances (lower-tiers with an upper-tier with planning responsibilities would not be exempt from the upper-tier approval).

2. ERO #026-0310: Reform Options that are Being Considered for Site Plan Control

In addition to Bill 98, the ERO has posted a proposal and public comment period on greater future amendments to Site Plan Control under the Planning Act with rationale reports attached based on municipalities exceeding 60-day approval timelines and increased costs as a result.
The ERO has stated the following as potential reform pathways:

- Remove Site Plan Control entirely from the Planning Act and City of Toronto Act
- Cap the maximum circulations from municipalities to three before a meeting with relevant agencies, applicants, and the municipality is triggered to solve outstanding issues
- Scope site plan requirements down to a standard checklist, where a municipality cannot require additional studies beyond this checklist
- Specific Arbitration/Panel for Site Plan Control Applications that go beyond 60-day decision date as an alternative to the OLT
- Establishing different site approval standards depending on the scope of matters (e.g. “full” site plan control and studies only required for larger development projects)

3. ERO #026-0313: Streamlining the information and material that planning authorities can require as part of a Complete Application

This posting was put out to obtain feedback related to standardizing the information and studies that municipalities may require as part of a complete planning application. Currently, requirements vary

significantly across Ontario, which the province has identified as a source of additional costs, uncertainty, and delays in the development approval process.

Under the proposal, municipalities would be limited to requiring studies identified on a provincial list, delineated as either “Core Studies” such as Planning Justification Reports, Functional Servicing Reports, and Environmental Impact Statements, as well as “Contingent Studies” that would only be required in specific circumstances, such as Agricultural Impact Assessments, Archaeological Assessments, Natural Hazard Assessments, and Servicing Options Reports. The stated objective is to improve consistency and predictability while ensuring municipalities have the information needed to evaluate development applications.

4. ERO # 026-0314: Seeking Feedback on Additional “Prescribed Professionals” for the Purpose of a Complete Application in the Planning Act

This proposal builds onto Bill 17, *Protect Ontario by Building Faster and Smarter Act, 2025*, which amended the Planning Act to create new authority for the Minister to prescribe professions by regulation and link those directly to “complete application” requirements for planning applications. The key effect is that if required studies/reports are prepared by a “prescribed professional”, then the application satisfies the completeness requirement.
At the time, “prescribed professional” and a list was not defined, however, recent updates to regulations for different planning applications include Professional Engineers (P. Eng.) as part of prescribed professionals for complete applications under various sections of the Act including site plan control, plans of subdivision, official plan, etc.

This posting, now closed, was seeking feedback on other prescribed professionals to add to this list including, for example, landscape architects and registered professional planners (RPPs).

Conclusion
Bill-98 makes significant changes to Ontario’s planning framework and continues the province’s broader approach toward standardized planning processes, accelerated housing and infrastructure approvals, and reduced municipal discretion in certain planning matters. For the Township, the proposed changes may affect future Official Plans including conformity requirements, sustainability planning approaches, parkland conveyance review, servicing approvals, and broader regional planning coordination between the County and the Township.
At this stage, many implementation details remain subject to future regulations and further provincial direction. Continued monitoring of related regulations and associated ERO postings will therefore be important in understanding the long-term implications.

Financial Impact:

None.

Strategic Implications:

None.

Attachments:

Attachment #1

Attachment 1: New Official Plan Framework (Schedule 1 of the Planning Act, as amended by Bill 98)

The “new official plan framework” consists of the following chapters and sections:

1. Introduction and How to Use this Plan
    1.1. Purpose
    1.2. Plan Organization
2. Strategic Planning Framework
    2.1. Provincial and Regional Planning Context
3. Indigenous Engagement
    3.1. Indigenous Engagement
4. Settlement Area Structure and Growth Needs and Management
    4.1. Settlement Areas
    4.2. Growth Management
5. Residential and Mixed Uses
    5.1. Housing
    5.2. Mixed Uses
6. Economy and Employment Areas
    6.1. Economic Development
    6.2. Employment Uses
7. Rural Areas and Agricultural System
    7.1. Rural Areas
    7.2. Agricultural Land Base
    7.3. Agri-Food Network
8. Infrastructure, Facilities and Community Services
    8.1. Transportation
    8.2. Infrastructure Corridors
    8.3. Public Service Facilities
    8.4. Water and Wastewater
    8.5. Waste Management
    8.6. Parks and Open Space

9. Local Landscape and Resource Management
    9.1. Natural Heritage
    9.2. Water Resources
    9.3. Cultural Heritage and Archaeology
    9.4. Mineral Aggregate Resources
    9.5. Petroleum, Salt and Mineral Resources
    9.6. Energy Conservation
    9.7. Waterfronts and Shorelines
    9.8. Natural Hazards
    9.9. Human-Made Hazards
10. Implementation and Interpretation
    10.1. Land Use Designations
    10.2. Processes
    10.3. Implementation Tools
    10.4. Definitions
11. Schedules
    11.1. Settlement Boundaries, Urban/Rural Structure and Provincial Plans
    11.2. Strategic Growth Areas and Intensification Areas
    11.3. Land Use Designations
    11.4. Transportation Corridors
    11.5. Infrastructure
    11.6. Public Service Facilities
    11.7. Natural Environment
    11.8. Water Resources
    11.9. Resource Potential
    11.10. Natural and Human-Made Hazards

Mandatory Land Use Designations and Permitted Uses

The proposed framework would establish the following mandatory land use designations and associated permitted uses:

- **Neighbourhoods**: Residential uses, small-scale commercial uses, institutional uses (including cemeteries), and other prescribed uses.
- **Mixed Use Areas**: Residential, commercial and institutional uses; industrial, manufacturing and small-scale warehousing uses that are compatible with sensitive land uses; and other prescribed uses.
- **Mixed Use Commercial Areas**: All uses permitted within Mixed Use Areas, provided they are not sensitive land uses.
- **Employment Areas**: Manufacturing, research and development, warehousing and goods movement, associated retail and office uses, ancillary facilities, and other prescribed business and economic uses.
- **Major Facilities**: Manufacturing, industrial and infrastructure uses, and other prescribed uses.
- **Parks and Open Spaces**: Recreational uses, cemetery uses, and other prescribed uses.
- **Natural Environment and Water Resources Areas**: Conservation uses and other prescribed uses.
- **Resource Areas**: Resource extraction uses and other prescribed uses.
- **Rural Lands**: Residential, small-scale commercial and industrial uses, agricultural and agriculture-related uses, on-farm diversified uses, resource management uses, resource-based recreational uses, cemetery uses, and other prescribed uses.
- **Prime Agricultural Areas**: Agricultural uses, agriculture-related uses, on-farm diversified uses, and other prescribed uses.
- **Specialty Crop Areas**: Agricultural uses, agriculture-related uses, on-farm diversified uses, and other prescribed uses.
- **Shoreline Areas**: Marina uses, recreational uses, residential uses, and other prescribed uses.

Attachment 1: New Official Plan Framework (Schedule 1 of the Planning Act, as amended by Bill 98)

The “new official plan framework” consists of the following chapters and sections:

1. Introduction and How to Use this Plan
    1.1. Purpose
    1.2. Plan Organization
2. Strategic Planning Framework
    2.1. Provincial and Regional Planning Context
3. Indigenous Engagement
    3.1. Indigenous Engagement
4. Settlement Area Structure and Growth Needs and Management
    4.1. Settlement Areas
    4.2. Growth Management
5. Residential and Mixed Uses
    5.1. Housing
    5.2. Mixed Uses
6. Economy and Employment Areas
    6.1. Economic Development
    6.2. Employment Uses
7. Rural Areas and Agricultural System
    7.1. Rural Areas
    7.2. Agricultural Land Base
    7.3. Agri-Food Network
8. Infrastructure, Facilities and Community Services
    8.1. Transportation
    8.2. Infrastructure Corridors
    8.3. Public Service Facilities
    8.4. Water and Wastewater
    8.5. Waste Management
    8.6. Parks and Open Space

9. Local Landscape and Resource Management
    9.1. Natural Heritage
    9.2. Water Resources
    9.3. Cultural Heritage and Archaeology
    9.4. Mineral Aggregate Resources
    9.5. Petroleum, Salt and Mineral Resources
    9.6. Energy Conservation
    9.7. Waterfronts and Shorelines
    9.8. Natural Hazards
    9.9. Human-Made Hazards
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    10.4. Definitions
11. Schedules
    11.1. Settlement Boundaries, Urban/Rural Structure and Provincial Plans
    11.2. Strategic Growth Areas and Intensification Areas
    11.3. Land Use Designations
    11.4. Transportation Corridors
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- **Specialty Crop Areas**: Agricultural uses, agriculture-related uses, on-farm diversified uses, and other prescribed uses.
- **Shoreline Areas**: Marina uses, recreational uses, residential uses, and other prescribed uses.

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:	13 Aug 2026
Re:	Short Term Rental Licensing - Request for Quotations

Recommendation:

Be It Resolved That Council receives the Clerk/Planning Managers Administrative Report entitled "Short Term Rental Licensing - Request for Quotations";
And That Council instructs the Clerk to proceed with Option _____

Background:

On July 9, 2026 Council received an Administrative Report and passed the following Resolution:
#215-26 Moved by Councillor Mike Hage, Seconded by Councillor Fred Fowler
Be It Resolved That Council receives the Clerk/Planning Managers Administrative Report entitled "Short Term Rental (STR) Licensing Research";
And That Council instructs the Clerk to obtain three quotes to have a consultant complete a business case for an STR Licensing Program; and report back to Council.
Carried

Researched By:

Tara Mieske, Clerk/Planning Manager
Kelly Watkins, Treasurer

Comments:

Following the July 9, 2026 Council Meeting Richard Allen, Manager of Economic Development, County of Frontenac advised he had provided a presentation (Attachment #1) and report (Attachment #2) to County Council regarding the Municipal Accommodation Tax (MAT). County Council directed staff to continue the MAT feasibility review by undertaking the next phase of work and provided $21,500 be allocated to support the next phase of work including a Tourism Economic Impact and Seasonal Analysis. A portion of the work to be completed includes reviewing administrative options for implementing a STR licensing program. It will not replace the details the Township is seeking in the business case. However; there may be some overlap. Council may want to wait to proceed with the business case until the additional information is provided by County staff in the spring of 2027 and consider a County-wide approach to STR licensing.

The Clerk and Treasurer contacted three consultants to discuss the project and obtained three quotes in the amount of $7,000; $15,000 and $14,050. All of the quotations received will fulfill the requirements for a business case.

Option 1
Council may choose to proceed with having a consultant complete a business case which will be provided to Council for consideration and next steps. The costs to complete the business case will need to be taken from Operating Contingency Reserve.

Option 2
Council may choose to defer the STR licensing program until the information from the County has been provided in the spring of 2027. If Council chooses this option, costs to complete the business case can be incorporated into the 2027 Budget.

Financial Impact:

It is recommended that the cost for the business case, to be taken from the Operating Contingency Reserve with a current estimated year end balance of $1,496,124.80.

Strategic Implications:

Environmental Stewardship - Develop policies and programs to protect the environment.

Attachments:

Attachment #1
Attachment #2

Municipal Accommodation Tax (MAT)
Feasibility Update
Planning and Economic Development Committee
June 2026

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Accommodation Tax Feasibility

- work completed to date
- research and engagement results
- preliminary accommodation and revenue findings
- key issues requiring further review
- Recommended next steps

Work Completed to Date

- public information and project updates through Engage Frontenac
- discussions with Township administrative staff;
- in-person and virtual engagement with residents, hosts, and tourism businesses
- online survey and one-on-one operator discussions
- review of Ontario MAT examples and administration models
- preliminary accommodation inventory and revenue analysis;
- initial review of eligible tourism entity options.

Engagement Summary

- Online survey – 8 Weeks – 38 Responses
- One Virtual information session – Nov 13, 2025 - 6 Participants
- Four In-person open houses - Oct 29 & 30 – 33 Participants
- One-on-one discussions with operators – 8 businesses

Engagement Themes – What We Heard

- Public Understanding – What MAT is, the role of Tourism in local economy
- Transparency about collection and use of funds
- Fairness for accommodation businesses
- Ensuring benefits are felt County-wide
- Administrative Approach and Potential Costs
- Re-investment in Tourism (not other municipal priorities)
- Industry involvement in the process

Additional direct input is needed from accommodation businesses and hosts, particularly traditional roofed accommodations and smaller seasonal operators.

Accommodation Market Context

- STRs are the largest and most dynamic segment
- Many small, part-time, and seasonal operators
- Strong seasonality affects occupancy, revenue and operations
- Multi-platform and direct bookings (many resorts will be on Airbnb)

	Lodges & Resorts	Camp grounds	Hotels, Motels & Inns	B&B	Retreat Center	Short Term Rentals
Total Accommodations	**53**	**19**	**11**	**6**	**2**	**428**

Short Term Rental MAT Revenue Analysis

Township	Avg. Rentals	Occupancy	Average Daily Rate	Estimated Annual Sales	Gross MAT Potential at 4%
Frontenac Islands	20	34.6%	$360	$0.92M	$36,925
South Frontenac	129	29.3%	$388	$5.37M	$214,948
North Frontenac	53	34.8%	$430	$2.92M	$116,778
Central Frontenac	225	27.1%	$498	$11.10M	$443,983
Total / Average	**428**	**29.1%**	**$447**	**$20.32M**	**$812,633**

Revenue Analysis Considerations & Data Gaps

- Additional research required to understand economic performance of hotels, motels, resorts, B&B's and other traditional roofed accommodations.
- The current scenario considers revenue only from Short Term Rental Operators at 100% compliance
- Many Ontario models allocate a municipal share and a tourism entity share after eligible administration and collection costs. The table on the previous slide shows an estimate of gross revenues, from which expenses would be deducted and the net revenue split between municipalities and tourism entity.

Eligible Tourism Entity

- Under Ontario's Municipal Accommodation Tax framework, a share (at least 50%) of net proceeds from a MAT must be directed to an eligible tourism entity.
- The eligible tourism entity must have a tourism-related mandate and must use its share of funding for tourism promotion and development.
- Many municipalities rely on an existing destination marketing or destination management organization to serve this role. Municipalities have worked with tourism associations, regional tourism organizations, chambers of commerce, or newly created organizations.
- Frontenac County does not currently have a local County-wide tourism organization that clearly fulfills this function across all four Township areas. The County itself does not qualify as a eligible tourism entity

Option for Exploration: Frontenac Tourism Corporation

A Municipal Services Corporation, for example, a Frontenac Tourism Corporation, could serve as the eligible tourism entity while also providing the following:

- a dedicated tourism mandate;
- an arms-length structure with clear reporting back to partners and industry
- geographic representation from across Frontenac County;
- participation from accommodation and tourism businesses;
- clear separation of funds dedicated to tourism purposes;
- formal accountability;
- a structure that can evolve over time

Consideration: Administrative Approach

A future MAT process would need to work for:

- small and seasonal accommodation businesses
- short-term rental hosts using online platforms
- operators taking direct bookings by phone, email, website or other platform
- Township partners regarding administration, processing, bylaw enforcement
- any future eligible tourism entity.

Options to review: Municipal administration, Third-party administration, Digital remittance tools, or a hybrid model.

Discussions with Municipalities

- Haliburton County, Lake of Bays, Huntsville, Bay of Quinte, Renfrew County, Town of Blue Mountain, Brockville, Kingston
- Revenues are used to support local priorities, off-set impacts from tourism, improve marketing materials, support bids (for large events), invest in downtowns, provide tourism activation grants, etc.
- Successful implementations take place in locations with industry on-side, short-term rental licensing in place, and clear plans for use of funds

Ontario Examples: How Other Communities Invest with MAT

Community	Project / Initiative Description
Huntsville	**Physician Recruitment:** Provides incentives and car leases to attract doctors, ensuring the local healthcare system can handle the seasonal population surge.
Prince Edward County	**Arts & Heritage Grants:** A dedicated $50,000 Arts Fund and $100,000 in Heritage Grants to maintain the cultural assets that draw visitors to the region year-round.
N. Bruce Peninsula	**Environmental Protection:** Funding for bear-proof waste bins, public seating, and surveillance in Tobermory to manage the environmental impact of heavy foot traffic.
Thunder Bay	**Sports & Cultural Fund:** A dedicated fund for upgrading arenas and cultural venues to bid on provincial and national tournaments that bring in out-of-town spending.
Gravenhurst	**Cultural Grants:** Supporting local concerts and festivals that maintain the town's identity. **Ambassador Program:** Training local residents and workers to be better informed about the town's history, improving the overall visitor experience
Petawawa	**Event & Tourism Development Grants**: Using MAT funds, the Ottawa Valley Tourist Association provides grants to Tourism Businesses in the Town of Petawawa to strengthen tourism promotion and grow visitor attraction.

Summary / What remains unresolved

1. No implementation decision is being requested at this time
2. Stronger operator outreach and connection is needed
3. Traditional accommodation data is incomplete
4. Preferred administration model to be selected
5. An Eligible Tourism Entity needs to be established
6. Township participation and harmonization needs further discussion, including coordination with Township short-term rental licensing work.

Next Steps

1. Communications and Industry Outreach
2. Conduct a Tourism Economic Impact Analysis
3. Create an industry advisory group for this project
4. Review administration options, including options for short-term rental licensing
5. Develop a draft business plan for a Frontenac Tourism Corporation
6. Report back to PEDAC in Spring of 2027 with updated findings, options and recommendations concerning MAT in Frontenac County.

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Report 2026-060

Report to the Planning and Economic Development Advisory Committee

To: Chair and Members of the Planning and Economic Development Advisory Committee

From: Richard Allen, Manager of Economic Development

Prepared by: Richard Allen, Manager of Economic Development

Date of meeting: June 25, 2026

Re: **Planning and Economic Development Municipal Accommodation Tax Feasibility Update**

Recommendation

Be It Resolved That the Planning and Economic Development Advisory Committee receive Report 2026-035, Municipal Accommodation Tax Feasibility Update;

And Further That the committee recommends to County Council that staff be directed to continue the Municipal Accommodation Tax feasibility review by undertaking the next phase of work outlined in Report 2026-035;

And Further That the committee recommends to County Council that up to **$21,500 be allocated from the Community Development Reserve** to support the next phase of work, including a Tourism Economic Impact and Seasonal Analysis, continued project support, and the development of communications materials;

And Further That staff report back to the Planning and Economic Development Advisory Committee in Q2 2027 with findings, options, and recommendations prior to any future decision regarding implementation.

Background

The Municipal Accommodation Tax (MAT) is a visitor-paid fee applied to short-term stays in eligible accommodations. If implemented, it would be collected by accommodation businesses from visitors and remitted through an approved municipal

process. Provincial requirements include that a minimum share of net proceeds be directed to an eligible tourism entity to support tourism promotion and development.

On June 5, 2025, the Planning and Economic Development Advisory Committee received Report 2025-051, Municipal Accommodation Tax Feasibility. Following that report, County Council directed staff to explore the feasibility of a MAT in Frontenac County and allocated funding from the Community Development Reserve to support facilitation and engagement costs associated with the review.

Since that direction was provided, staff have undertaken an initial phase of feasibility work. This has included public information and project updates through Engage Frontenac, discussions with Township administrative staff, engagement with residents, hosts, and accommodation businesses, discussions with peer municipalities and tourism organizations, and preliminary analysis of accommodation inventory, revenue potential, governance options, and administration considerations.

This report does not recommend implementation of a MAT at this time. The purpose of this report is to summarize the work completed to date, identify what has been learned, outline the key issues that remain unresolved, and recommend a focused next phase of feasibility work before any future implementation recommendation is considered.

Detailed supporting information is provided through the appendices. The body of this report focuses on staff analysis and the implications of the work completed to date.

Project Timeline:

- June 2025 – Committee and Council directed staff to undertake a feasibility review and approved limited funding to support this work.
- July & August 2025 – Staff engaged Township administration, developed a project website and began discussions with other municipalities and destinations
- September – November 2025: Formal public engagement, operator outreach, survey work, and peer municipality review were completed.
- December 2025 - April 2026 – findings were compiled and recommendations to launch a second phase of targeted work established and are described in this report.

Comment

Project Activities to Date:

The initial feasibility review has focused on understanding whether a MAT could be workable in the Frontenac County context, what conditions would need to be in place, and what concerns or implementation issues would need to be addressed before any formal recommendation is brought forward.

To date, County staff and project partners have undertaken five main streams of work:

1. **Public information and communications**
   A dedicated project page was established on Engage Frontenac to provide general information, project updates, engagement opportunities, and plain-language responses to common questions.

2. **Engagement with residents, hosts, and accommodation businesses**
   Public engagement included in-person open houses in each of the four Townships, a virtual public session, an online survey, and direct discussions with accommodation operators. Bannikin was retained to support public engagement and prepare an engagement summary report.

3. **Township and municipal administration discussions**
   Staff held discussions with administrative staff from each of the four Township partners to understand local considerations, administrative concerns, potential implementation issues, and areas where coordination would be needed.

4. **Peer municipality and best-practices review**
   Staff reviewed examples from other Ontario municipalities and tourism organizations to understand how MAT is structured, administered, governed, and reported in different local contexts.

5. **Initial feasibility analysis**
   Staff reviewed preliminary accommodation inventory, short-term rental revenue estimates, governance requirements for an eligible tourism entity, possible third-party administration models, and the potential relationship between MAT and short-term rental oversight.

The information gathered through these activities provides a useful starting point. However, it does not yet provide a sufficient basis for a final recommendation on implementation.

Research and Engagement Results

The feasibility work completed to date confirms that Frontenac County's accommodation market is different from many larger Ontario destinations that have already implemented MAT. Frontenac does not have a large hotel base. Instead, the local accommodation market is heavily weighted toward short-term rentals, cottage resorts, lodges, inns, bed and breakfasts, and other small-scale operators.

Based on the best available inventory estimates compiled through this project, there are approximately 430 short-term rentals available during the summer season, compared with a smaller number of traditional roofed accommodation businesses. This accommodation mix is important because it affects how any future MAT would need to be communicated, collected, administered, and reported.

Many of the accommodation businesses in Frontenac County are small, seasonal, and operated with limited staff capacity. This creates a practical consideration for any future program: requirements would need to be clear, simple, and realistic for operators who may not have dedicated administrative staff or year-round operations.

Engagement also identified that bookings are managed in different ways. Some operators rely primarily on third-party platforms such as Airbnb or Vrbo, while others use direct bookings through websites, phone, email, or a combination of approaches. A future MAT model would need to work across these different booking channels in a consistent and fair manner.

The engagement process identified several recurring themes:

- Participants asked for clear information about who pays MAT, who remits it, what types of accommodations would be included, and how funds would be used.
- Participants emphasized transparency, including clear separation of funds, public reporting, and visible decision-making.
- Accommodation businesses raised concerns about fairness, especially if some operators comply while others do not.
- Participants wanted assurance that benefits would be visible across communities in Frontenac County.
- Small operators raised concerns about administrative effort and the need for standardized tools and support.
- Some participants raised concerns about competitiveness with nearby destinations that do not currently apply MAT.

The preliminary revenue analysis suggests that MAT could generate a meaningful new revenue source for tourism promotion and destination development. However, the current revenue estimate is based primarily on short-term rental performance data. A more complete estimate would require additional information from traditional roofed accommodation businesses, including room or unit counts, seasonal occupancy, and average rates.

The governance analysis also identified a significant issue for Frontenac County. Provincial requirements require a portion of net proceeds to be directed to an eligible tourism entity. Frontenac County does not currently have a local destination organization that clearly serves this role across the County. As a result, staff have been exploring whether a tourism-focused Municipal Services Corporation could provide an appropriate made-in-Frontenac model.

Staff Analysis

The information gathered to date suggests that there may be potential to continue exploring MAT in Frontenac County. However, the work also shows that any future approach would need to be designed carefully to reflect the County's rural context, small and seasonal accommodation base, and need for transparent reinvestment in tourism and visitor-facing priorities.

The current market mix means that administration would be one of the most important feasibility considerations. A program designed around larger hotels would not necessarily work well in Frontenac County. If MAT were ever implemented, the

remittance process would need to be practical for small operators and hosts, and the County and Township partners would need access to accurate information about eligible accommodations.

The engagement results also suggest that public understanding remains uneven. Many questions and concerns raised through the process were not only about whether MAT should proceed, but about how it would work, how funds would be protected, who would make decisions, and whether the benefits would be visible. This points to the need for plain-language communications before any more detailed implementation discussion takes place.

The preliminary revenue estimate is useful for understanding potential scale, but it should not be treated as a final forecast. Additional data from traditional roofed accommodations is needed to provide a more complete County-wide picture. This is particularly important because a revenue discussion based mainly on short-term rentals may not fully reflect the overall accommodation sector.

The governance question remains central. In municipalities with an existing destination organization, the eligible tourism entity question may be relatively straightforward. In Frontenac County, a new or adapted structure is likely required. A Municipal Services Corporation is the preferred model at this time for further exploration because it may offer benefits related to transparency, geographic representation, industry participation, and public reporting. Developing a business plan would allow this model to be considered in greater detail before any future recommendation is brought forward.

The relationship between MAT and short-term rental oversight also requires careful consideration. Some Township partners are already exploring their own approaches to short-term rental licensing. For example, the Township of North Frontenac is exploring the creation of a licensing program. In this context, County staff do not recommend advancing a separate County-wide licensing program through this report. However, if local licensing programs are developed by Township partners, there may be value in considering how those programs could be harmonized where appropriate to support consistency, fairness, and future administrative readiness.

The work completed to date does not point to immediate implementation. Instead, it points to a focused second phase of feasibility work centred on communications, direct industry engagement, improved local data, administration options, governance design, and coordination with Township partners.

Preliminary Conclusions

Based on the work completed to date, staff have identified the following conclusions:

1. **There is enough potential to continue the feasibility review.**
   The preliminary revenue analysis and peer municipality review suggest that MAT could provide a dedicated source of funding for tourism promotion, destination development, and visitor-facing priorities.

2. **The current information is not yet sufficient to support an implementation recommendation.**

Additional direct engagement with accommodation businesses and hosts is needed. More complete market data is also required, particularly from traditional roofed accommodations.

3. **Any future model would need to be transparent and clearly separated from general municipal revenue.**
   Public reporting, clear governance, and visible reinvestment would be essential to building confidence.

4. **Fairness and compliance readiness are core design issues.**
   A future approach would need to apply consistently across eligible accommodations and avoid creating an unfair situation where only some businesses remit.

5. **Administration must be simple and practical.**
   Given the number of small and seasonal operators, third-party administration and standardized tools should be explored further.

6. **Governance remains unresolved.**
   A tourism-focused Municipal Services Corporation is the preferred model for further exploration at this time, but a business plan and governance framework are required before any recommendation to create such an entity is considered.

Recommended Next Steps

The next phase of feasibility work should focus on improving public understanding, broadening direct input from accommodation businesses and hosts, strengthening the local evidence base, and developing the preferred governance model. These activities are recommended before any future report on implementation is prepared.

1. **Communications and Industry Outreach**
   Continue direct engagement with accommodation businesses and hosts while strengthening plain-language communications about MAT, including who pays, who remits, what is included, and how funds would be used and reported. This would be led by Economic Development staff, with consultant support as required.
   Timeline: August to January 2027
   Budget: $5,000 for graphic design and printing costs. Staff time for coordinating face to face meetings with accommodation industry partners.

2. **Tourism Economic Impact Analysis**
   Ask project consultant Bannikin to prepare a Tourism Economic Impact Analysis describing the scale and seasonality of tourism and accommodations in Frontenac County. This work would strengthen the current preliminary revenue analysis and provide a clearer evidence base for future discussion on tourism's role in the economy.
   Timeline: July 2026 to February 2027
   Budget: $11,000.

3. **Industry Advisory Group**
   Establish an informal advisory group with representation from different accommodation types, geographies, and tourism businesses to provide practical input during the next phase of feasibility work.
   Timeline: Recruitment in 2026; meetings through the next phase as required.
   Budget: Staff time

4. **Administration of MAT and Short-Term Rental Licensing**
   Review third-party MAT administration options and monitor short-term rental licensing work being considered by Township partners, including North Frontenac. The County should not replace local licensing work currently being explored by Township partners. However, staff should consider where harmonization may be useful across the County to support fairness, consistency, and future administration.
   Timeline: May to December 2026
   Budget: Primarily staff time, with some consultant support

5. **Municipal Services Corporation Business Plan**
   Develop a business plan and governance framework for a tourism-focused Municipal Services Corporation as the preferred model at this time for serving as the County's eligible tourism entity. The business plan would explore mandate, governance, accountability, reporting, geographic representation, and high-level operating requirements. This does not approve creation of the corporation; it provides the information needed for future Committee and Council consideration.
   Timeline: December 2026 to April 2027
   Budget: Staff Time, with some legal review required.

Staff would report back to the Planning and Economic Development Advisory Committee in the Spring of 2027 following completion of the above steps with updated findings, options, and recommendations concerning a MAT in Frontenac County.

Strategic Priority Implications

County Council approved the Frontenac County Strategic Plan for 2023–2026. This project is aligned with the intent of the priorities listed below.

Priority 2. Contribute to the Progress of Sustainable Economic Growth and Prosperity Throughout the County.

This work supports the County's efforts to strengthen tourism, support local businesses, attract investment, and improve visitor-facing infrastructure and services. Tourism is an important part of the local economy and supports a wide range of businesses, including accommodations, food and beverage, retail, outdoor recreation, local events, arts and culture, and farm-based experiences.

This work also aligns with the following areas identified under Priority 2:

- Work with Townships to improve and sustain the villages and hamlets across the region.

- Provide business support and resources to existing and prospective businesses.
- Attract new investments and businesses to Frontenac County.

Priority 4. Maximize Administrative Leadership within the County Administration.

The recommended next phase supports administrative leadership by emphasizing transparent governance, evidence-based decision-making, responsible financial planning, and collaboration with Township partners.

This work also aligns with the following areas identified under Priority 4:

- Ensure efficient and responsible financial management of County resources.
- Ensure transparency and accountability of the governance of the County of Frontenac, Council, and its Committees.
- Ensure community engagement remains a continued priority and develop dynamic solutions to improve citizen awareness and involvement in County activities and promote collaboration with member municipalities.

The work is also consistent with the Frontenac County Destination Development Plan. That plan emphasizes sustainable tourism growth, stronger coordination across the County, outdoor recreation, culinary tourism, arts and culture, and local business development. Any future consideration of MAT should be grounded in these tourism development priorities.

Financial Implications

The recommendation in this report does not approve implementation of a Municipal Accommodation Tax and does not create a new revenue stream at this time. The financial implications relate to the next phase of feasibility work.

Staff recommend that up to **$21,500 be allocated from the Community Development Reserve** to support the next phase of work, as follows:

- **$11,000** for a consultant-led Tourism Economic Impact and Seasonal Analysis;
- **$5,500** for a Bannikin advisory retainer to support ongoing MAT project work, including research, engagement support, and review of key implementation considerations;
- **$5,000** for graphic design, printing, and plain-language communications materials.

Bannikin has provided a proposed scope for continued support. The proposal identifies an Economic Impact of Tourism and Seasonal Analysis Report, including project setup, research and analysis, and development of an economic profile of tourism. The quoted cost for this work is $10,750, excluding HST. The proposal also identifies an advisory retainer model to provide flexible support for tasks such as MAT administration model

review, short-term rental oversight considerations, Municipal Services Corporation business plan input, and traditional accommodation data collection. A retainer of approximately $5,500 would allow Bannikin to assist with selected tasks as staff capacity and project needs are confirmed.

Organizations, Departments and Individuals Consulted and/or Affected

- Township of South Frontenac
- Township of Central Frontenac
- Township of North Frontenac
- Township of Frontenac Islands
- Regional Tourism Organization 9 – Southeastern Ontario
- Regional Tourism Organization 11 – Ontario's Highlands
- Tourism Industry Association of Ontario
- Ontario Restaurant Hotel & Motel Association
- Haliburton County
- Town of Huntsville
- Township of Lake of Bays
- Town of The Blue Mountains
- City of Brockville
- Tourism Kingston
- Kingston Accommodation Partners
- Bay of Quinte Regional Marketing Board
- County of Renfrew
- Bannikin

To:	Mayor and Members of Council
From:	Adam Robinson, Director of Emergency Management / Fire Chief
Approved by:	Corey Klatt, Chief Administrative Officer
Date of Meeting:	13 Aug 2026
Re:	Proposed 2026-2028 Community Wildland Fire Protection Planning Grant Program Application

Recommendation:

Be It Resolved That Council receives for information the Director of Emergency Services/Fire Chief's (DESFC) Administrative Report entitled "Proposed 2026-2028 Community Wildland Fire Protection Planning Grant Program Application";

And That Council instructs the DESFC to make application for the Community Wildland Fire Protection Planning Grant Program for an estimated $15,000;

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

Background:

Recent amendments to the Forest Fires Prevention Act, now known as the Wildland FireManagement Act, require all municipalities located within Ontario's designated Fire Region to develop a Community Wildland Fire Protection Plan (CWPP).

To support municipalities in meeting these requirements, the Ontario Ministry of Natural Resources, through Aviation, Forest Fire and Emergency Services (AFFES), has developed guidance, technical resources, and funding opportunities to assist with the development of Community Wildland Fire Protection Plans.

For municipalities to be considered for this funding, completed Applications must be received by September 29, 2026, at 4:30 p.m.

Researched By:

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

Comments:

The Ontario Community Wildland Fire Protection Planning Grant Program provides municipalities with up to $15,000 in funding to develop a Community Wildland Fire Protection Plan (CWPP). A CWPP identifies community-specific wildfire risks, establishes mitigation priorities, and supports long-term wildfire preparedness and resilience.

If the grant application is successful, the DESFC would retain a qualified third-party consultant to develop the CWPP, which would include:

- A community-wide wildland fire risk assessment.
- Wildland fuel hazard and wildland-urban interface mapping.
- Identification of critical infrastructure and assets at risk.
- Assessment of vulnerable neighborhoods and high-risk areas.
- Recommendations for vegetation and fuel management.
- FireSmart community mitigation strategies.
- Stakeholder consultation.
- Public education and community engagement initiatives.
- Recommendations to enhance emergency preparedness.
- An implementation strategy identifying short, medium, and long-term priorities.
- Recommendations to strengthen wildfire-related by-laws, open-air burning regulations, and cost recovery measures to support compliance and accountability.

Developing a CWPP will help position the Township of North Frontenac to meet the requirements of the Wildland Fire Prevention Act while providing Council with a strategic framework to guide decisions related to public fire safety education, Fire Code inspections and enforcement, emergency response planning, and long-term wildfire risk reduction.

The estimated cost to complete a CWPP is $15,000.

Financial Impact:

Township staff time to apply for the the Community Wildland Fire Protection Planning Grant Program.

Strategic Implications:

ENVIRONMENTAL STEWARDSHIP - Development of an action plan to manage/mitigate climate change impacts

To:	Mayor and Members of Council
From:	Adam Robinson, Director of Emergency Management / Fire Chief
Approved by:	Corey Klatt, Chief Administrative Officer
Date of Meeting:	13 Aug 2026
Re:	Proposed Fire Protection Grant Application For 2026-2027

Recommendation:

Be It Resolved That Council receives for information the Director of Emergency Services/Fire Chief's (DESFC) Administrative Report entitled "Proposed Ontario Fire Protection Grant Application for 2026-2027";
And That Council instructs the DESFC to make application for the Ontario Fire Prevention Grant for an estimated $80,000 for:

- NFPA compliant - Dual certified personal protective gear (PPE)
- Bunker gear extractors
- Bunker gear drying racks

And That Council authorizes the Chief Administrative Officer to sign the Agreement for Funding if the Application is successful.

Background:

The Fire Protection (FP) Grant program was announced in the government's 2024 Budget and is designed to support cancer prevention efforts by municipal fire departments across Ontario. For the 2026-27 year, project eligibility has been expanded to include equipment and supplies for lithium-ion incident response. The FP Grant will assist fire departments in acquiring critical equipment to enhance firefighter health and safety, and minor infrastructure at the local level.

The FP Grant will be awarded over three years. For the 2026-27 year, the funding envelope has been increased by $10M, bringing the total available funding to $20M. The types of projects eligible for grant funding will be revisited annually to ensure that the FP Grant continues to meet local and provincial priorities.

For Fire Departments to be considered for this funding, completed Applications must be received by 5:00 p.m. (Eastern Standard Time) on September 1, 2026.

Researched By:

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

Comments:

The Fire Protection (FP) Grant is designed to provide funding to support firefighter cancer prevention programs, and Lithium-Ion response equipment.

Cancer Prevention:

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

Personal Protective Equipment (PPE) Decontamination -
Currently, the Department has one bunker gear washer/extractor located at the Clarendon-Miller Fire Station. To improve firefighter access to gear decontamination and support timely cleaning of PPE, the DESFC will include two (2) additional bunker gear washers/extractors in the Fire Protection Grant application, with one unit designated for the Ompah Fire Station and one for the Snow Road Fire Station.

Personal Protective Equipment (PPE) Drying -
Currently, all decontaminated PPE must be hang dried, a process that can take several days and delay its return to service. Adding PPE drying racks to each station will significantly reduce drying time, allowing firefighters to return properly decontaminated gear to service sooner while supporting compliance with current NFPA standards.

The DESFC will include the following items, listed by station, in the Fire Protection Grant application to strengthen the Department's cancer reduction initiatives by enhancing its personal protective equipment (PPE) program.

Clarendon-Miller Station:

- NFPA compliant, PFAS-free, dual certified personal protective gear (PPE)
- PPE drying rack

Ompah Station:

- NFPA compliant, PFAS-free, dual certified personal protective gear (PPE)
- Bunker gear extractor
- PPE drying rack

Snow Road Station:

- NFPA compliant, PFAS-free, dual certified personal protective gear (PPE)
- Bunker gear extractor
- PPE drying rack

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

Financial Impact:

All Applicants are required to report their (approved) operating and capital budgets for the past three fiscal years. While all Applications will be considered, assessment of the application will weigh the approved operating and capital budgets for the fire department over the past three years. In the FP Grant application, fire chiefs are encouraged to identify if they have requested funding for the

initiatives being applied for and what level of funding they received (full, partial or none) or not approved.

It is anticipated that the total Application for funding will be approximately $80,000 plus HST; however as mentioned above the Application will be for 100% of the costs; therefore other than staff time to apply and report back to the Province no money is required from the Township.

To:	Mayor and Members of Council
From:	Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M.
Approved by:	Corey Klatt, Chief Administrative Officer
Date of Meeting:	13 Aug 2026
Re:	Shore Road Allowance Closure Approval in Principle - Oortwyn/Roshani, Brochu and Johnston/Nikiforuk

Recommendation:

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Shore Road Allowance Application for Approval in Principle – Oortwyn/Roshani, Brochu and Johnston/Nikiforuk";

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

- Part of the Shore Road Allowance described as lying in front of Part of Lots 26 and Lot 27, Concession 17, geographic Township Barrie (Mazinaw Lake); and
- Part of the Shore Road Allowance described as lying in front of Part of Lot 20, Concession 6, being Part 1 on Registered Plan 13R-1847, geographic Township of Barrie (Kashwakamak Lake).
- Part of the Shore Road Allowance described as lying in front of Part Lot 6, Concession 12, being Parts 15 and 16 on Registered Plan 13R-214, geographic Township of Miller (Grindstone Lake).

Background:

The Township received three Shore Road Allowance Applications to close and purchase the Shore Road Allowances abutting the Applicants' properties.

#2026-01 Oortwyn/Roshani

The following is a summary of the information provided by the applicant regarding Application #2026-01 - 3960 Upper Mazinaw Lake (water access):

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

#2026-05 Brochu

The following is a summary of the information provided by the applicant regarding Application #2026-05 1167 Forest Lane (Kashwakamak Lake):

- The Road Allowance has never been used as a public road;
- The closure and sale of the road will not prohibit access to any other property; and

- There are no easements or restrictive covenants affecting the closure of this Road Allowance.

#2026-07 Johnston/Nikiforuk

The following is a summary of the information provided by the applicant regarding Application #2026-07 2323 Grindstone Lake Road (Grindstone Lake):

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

Researched By:

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

Comments:

#2026-01 - Oortwyn/Roshini

The Municipal Road Allowance Inspector's Inspection form dated July 3, 2026 advised the following:

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

The key map showing the subject property (Figure A) an aerial photo showing the subject property (Figure B) and the Municipal Inspector's sketch (Figure C) are shown below:

Figure A

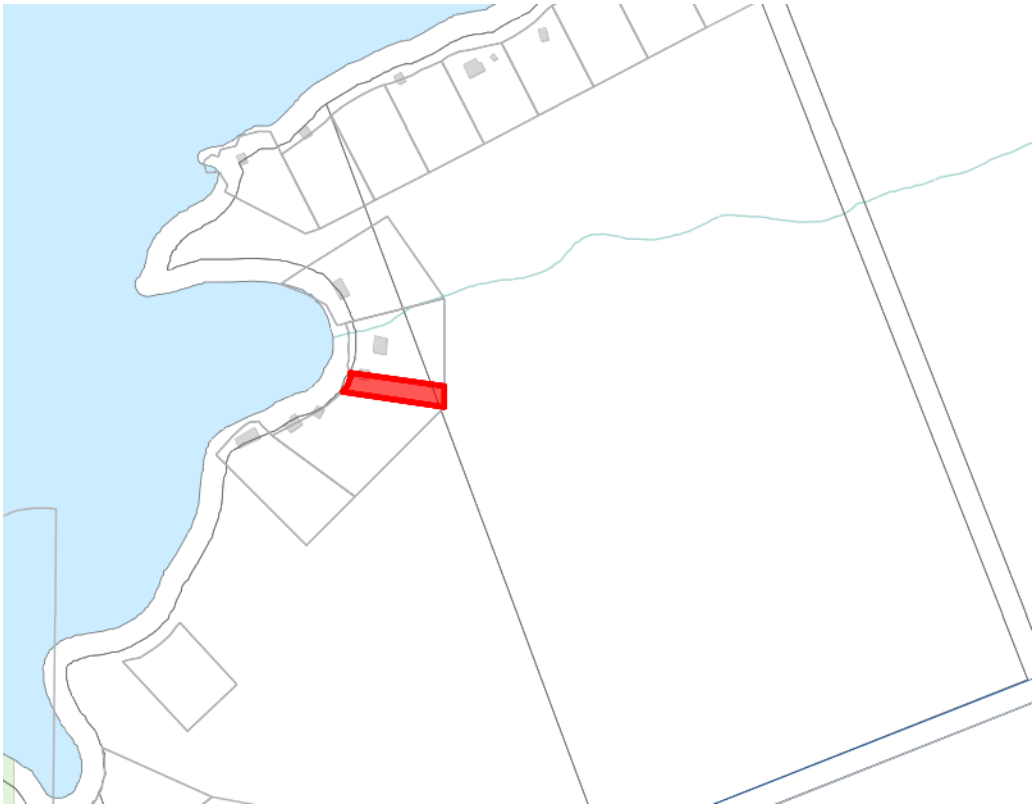
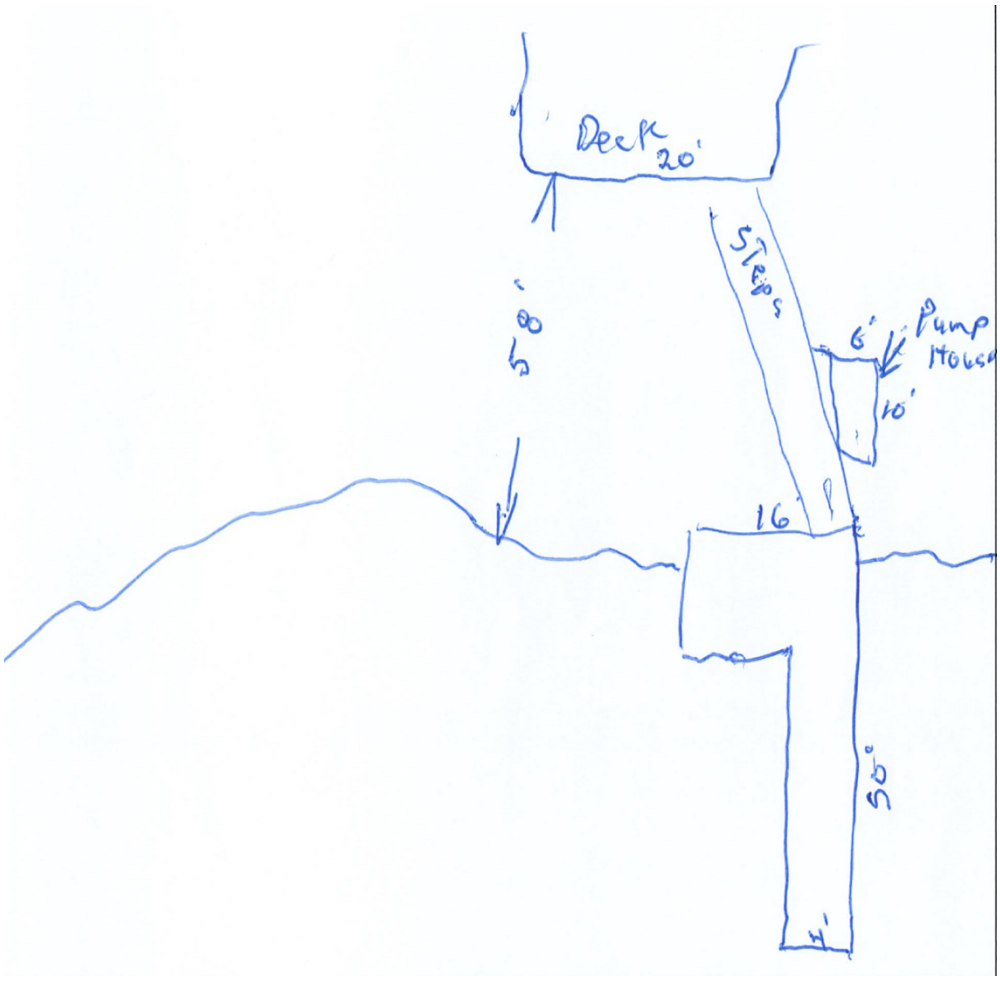


Figure B

Figure C



#2026-05 - Brochu

The Municipal Road Allowance Inspector's Inspection form dated July 3, 2026 advised the following:

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

The key map showing the subject property (Figure A) an aerial photo showing the subject property (Figure B) and the Municipal Inspector's sketch (Figure C) are shown below:

Figure A

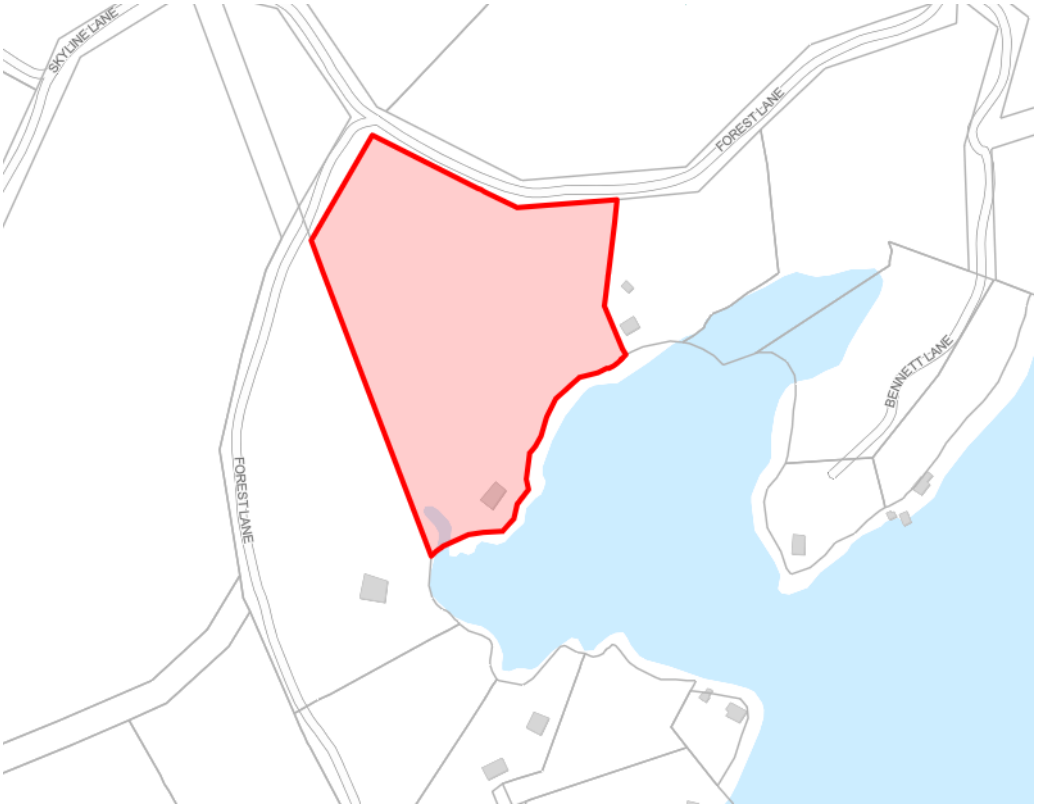


Figure B

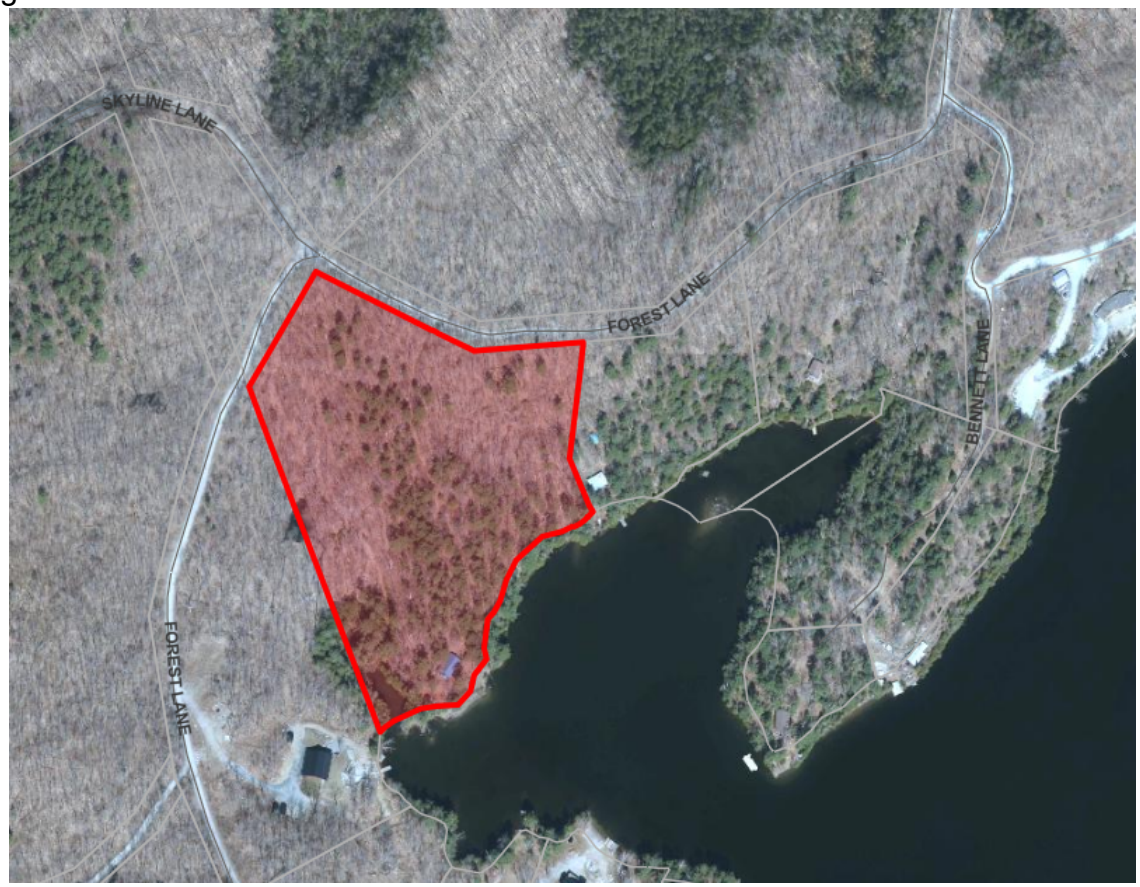
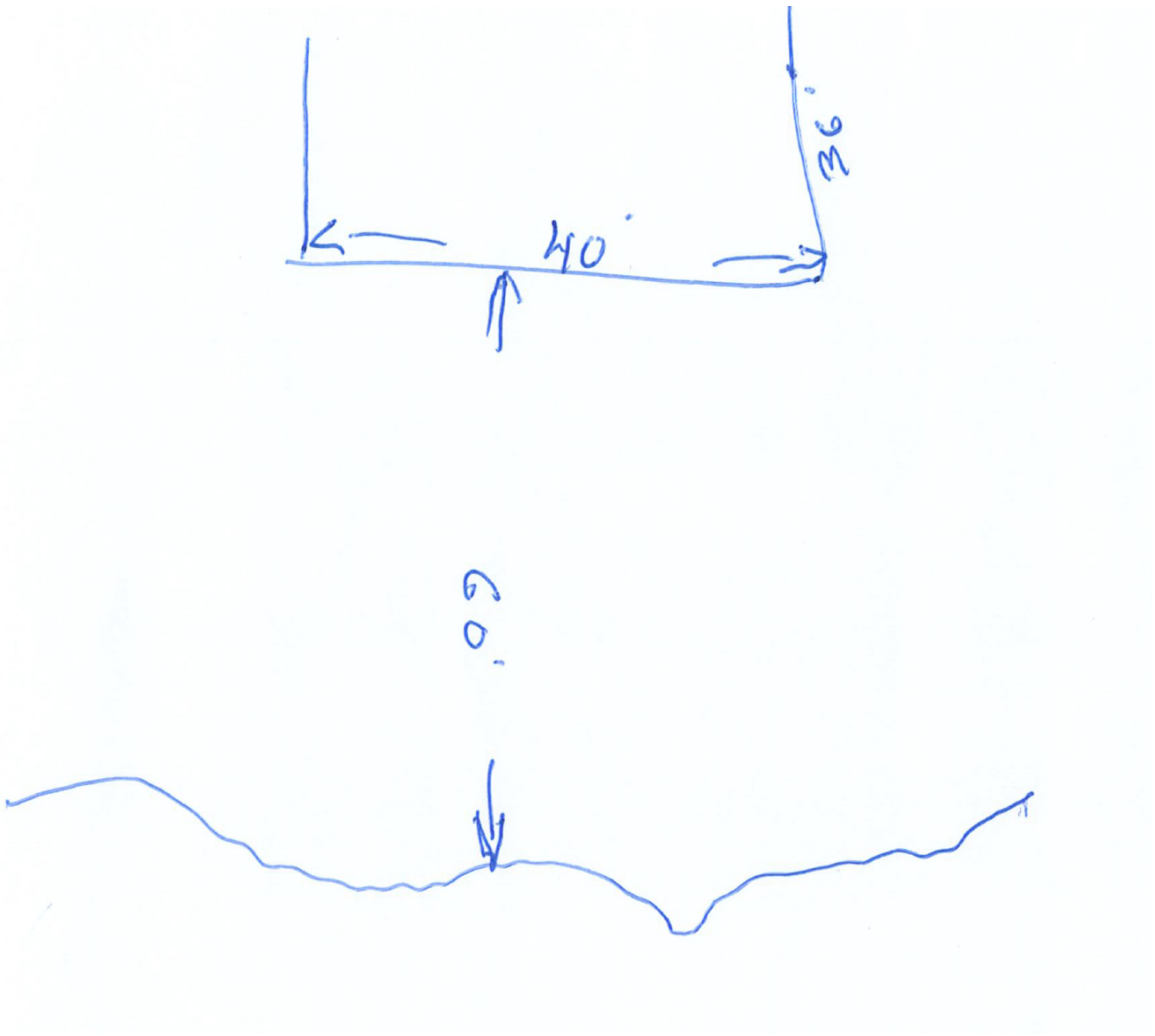


Figure C



#2026-07 Johnston/Nikiforuk

The Municipal Road Allowance Inspector's Inspection form dated July 24, 2026 advised the following:

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

The key map showing the subject property (Figure A) an aerial photo showing the subject property (Figure B) and the Municipal Inspector's sketch (Figure C) are shown below:

Figure A

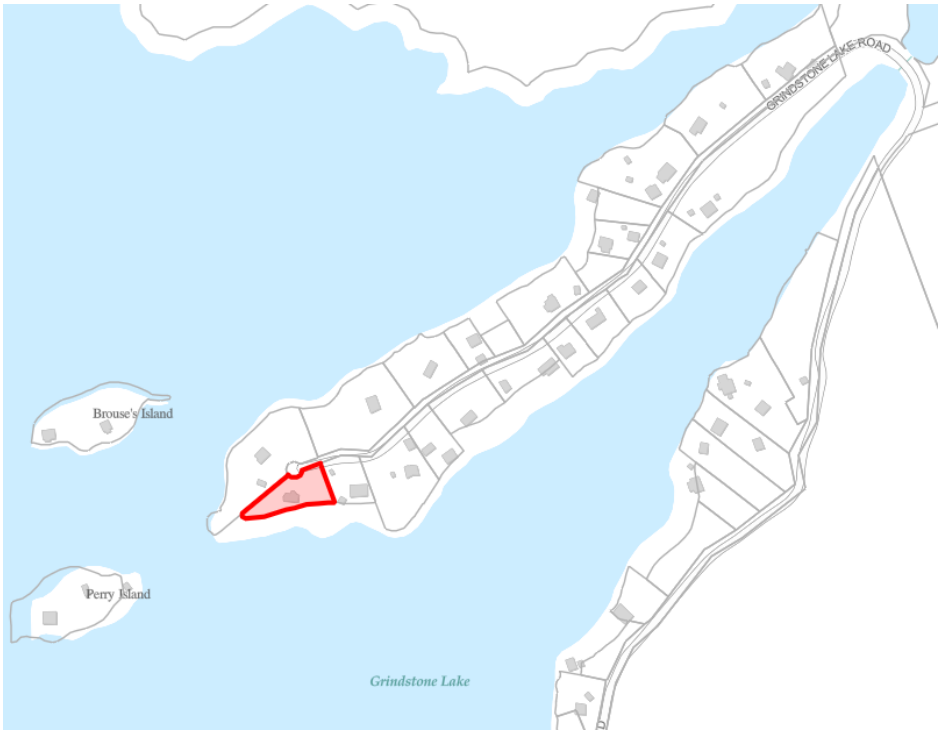
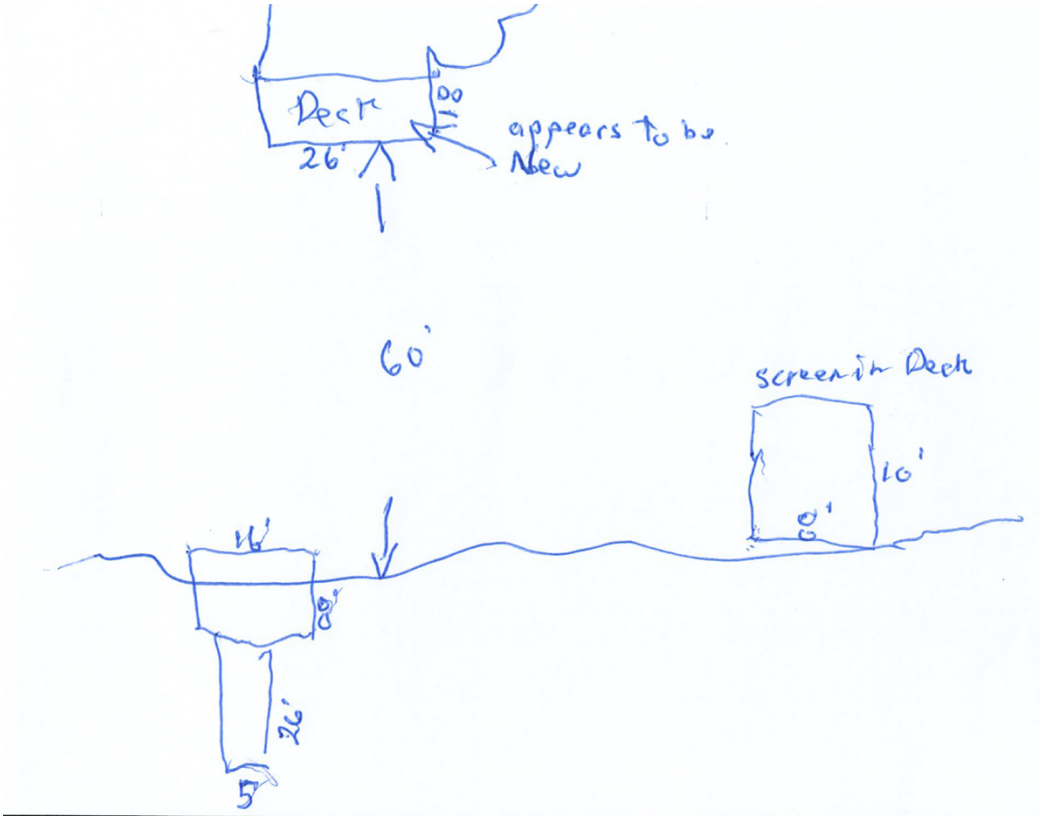


Figure B

Figure C



Financial Impact:

The applicants provided the Administrative Fee of $1,200 + $156 HST total of $1,356, at the time of submitting the Applications.

Strategic Implications:

None.

To:	Mayor and Members of Council
From:	Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M.
Approved by:	Corey Klatt, Chief Administrative Officer
Date of Meeting:	13 Aug 2026
Re:	Road Allowance Closure and By-law - Seitz, Way, Branston/Hermer and Sosnovsky

Recommendation:

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Road Allowance Closure and Sale By-law – Seitz, Way, Branston/Hermer and Sosnovsky";

And That, as required by By-law #2026-25, the following be declared as surplus and sold to the adjoining owners:

- **All That Part** of the Shore Road Allowance abutting Sand Lake and adjoining Lot 36, Concession 13, geographic Township of Clarendon, being Part 5 on Registered Plan 13R-11394 (Sand Lake);
- **All That Part** of the Shore Road Allowance abutting Kashwakamak Lake and adjoining Lot 307, Registered Plan 1045, geographic Township of Barrie, being Part 2 on Registered Plan 13R-14741 (Kashwakamak Lake);
- **All That Part** of the Road Allowance described as part of the Road Allowance between Lot 31, South West Range and Lot 31 North East Range, geographic Township of Clarendon, being Parts 3, 4 and 5 on Registered Plan 13R-23424;
- **All That** Part of the Old Township Road Allowance described as part of Lot 26, South West Range in the geographic Township of Clarendon, being Part 2 on Plan 13R-23343;

And That Council will consider By-laws later in the meeting to Stop-up, Close and Sell these portions of the Road Allowances;

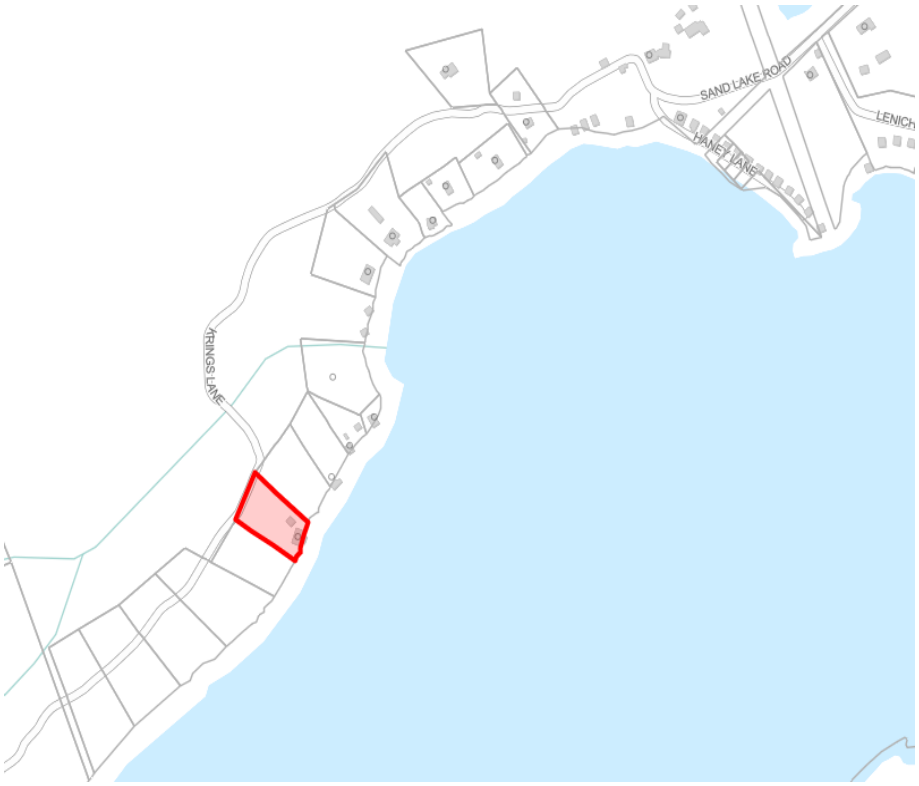
And That Council accepts the Transfer of Parts 1 and 2 on Registered Plan 13R-23424 for the Hermers with the applicants' lawyer completing the legal work for the Transfers and the Township transferring them to Hermer and Branston respectively at the time of transferring Parts 3, 4, and 5.

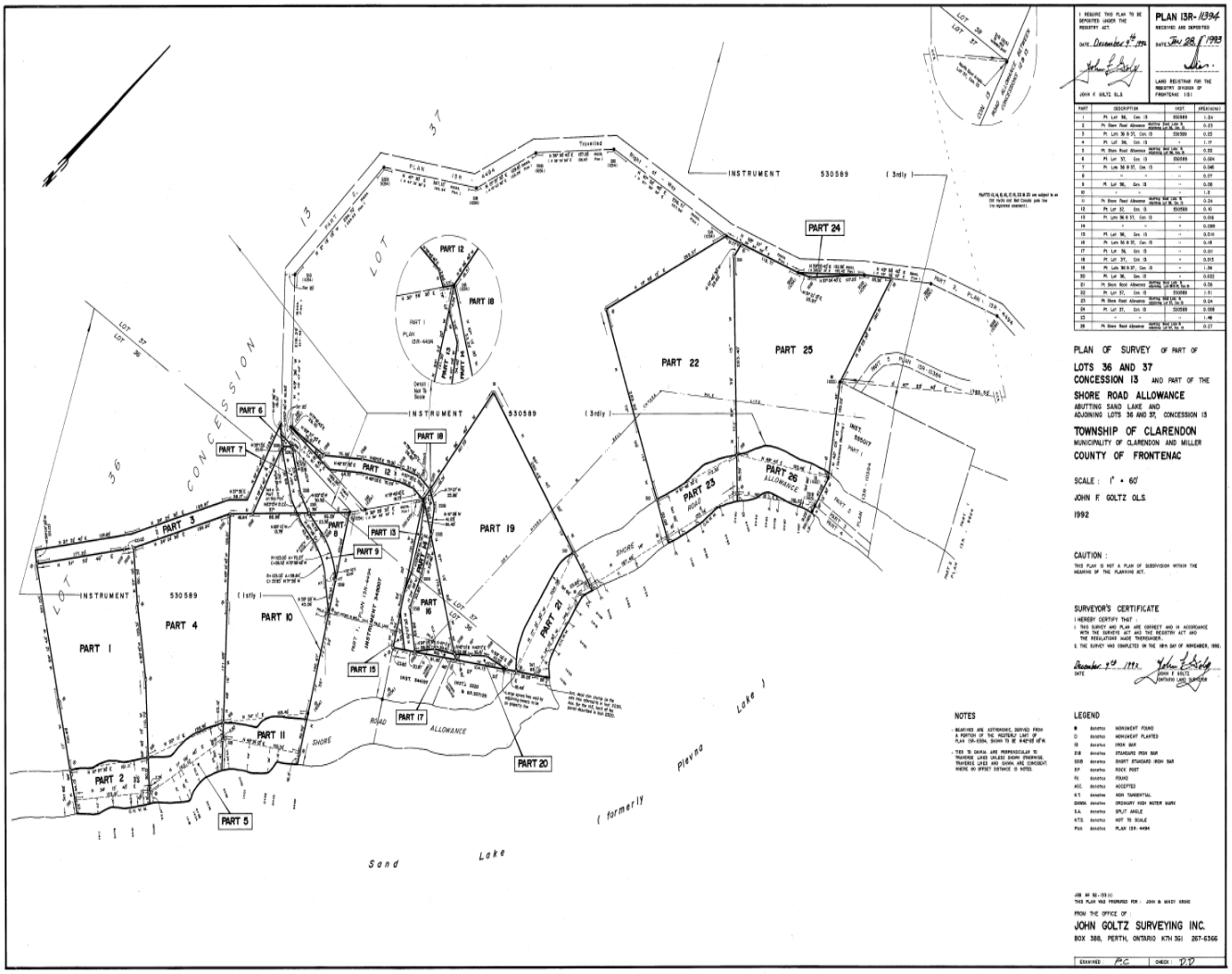
Background:

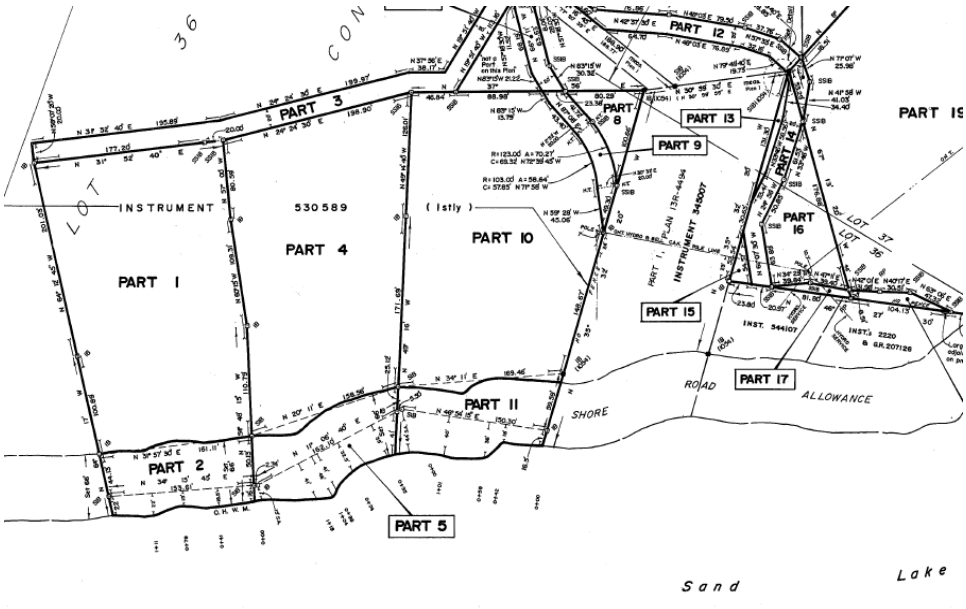
#2025-15 - Seitz

An Application was submitted by Tammy Seitz to purchase the Shore Road Allowance along the shore of Sand Lake, in front of their property described as Lot 36, Concession 13, geographic Township Clarendon, Township of North Frontenac, County of Frontenac being Part 5 on Registered Plan 13R-11394. (see location map and survey).

Council passed Resolution #167-26 on May 21, 2026, approving in principal the above noted Shore Road Allowance. Notice was provided in accordance with Sale and Disposition of Land Policy (By-law 2026-25).


SAND LAKE ROAD
LANEY LANE
TRINGS LANE

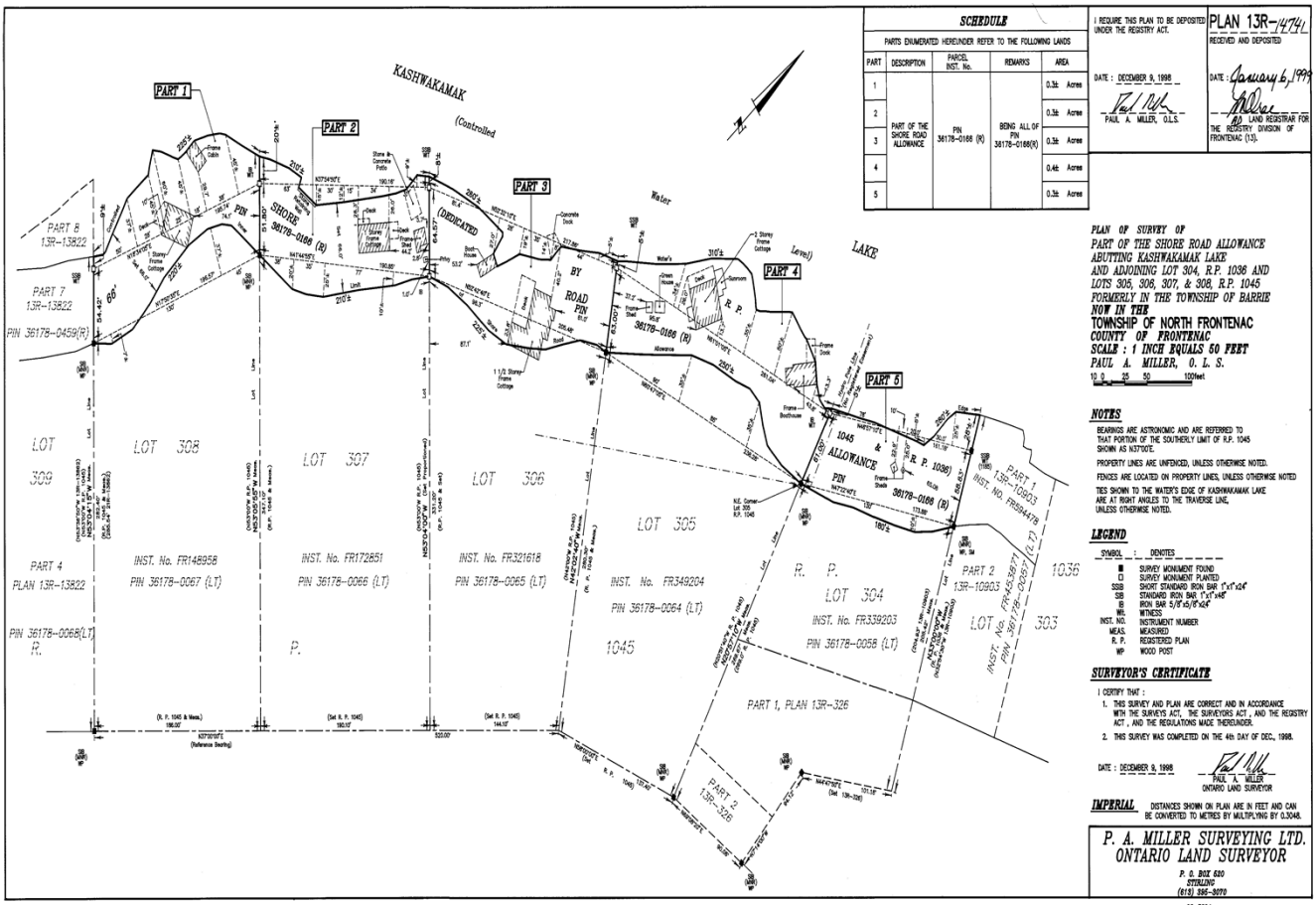

PLAN 13R-11394
RECEIVED AND DEPOSITED
DATE Jan 28 / 1993
LAND REGISTRAR FOR THE REGISTRY DIVISION OF FRONTENAC (13)
PLAN OF SURVEY OF PART OF
LOTS 36 AND 37
CONCESSION 13 AND PART OF THE
SHORE ROAD ALLOWANCE
ABUTTING SAND LAKE AND
ADJOINING LOTS 36 AND 37, CONCESSION 13
TOWNSHIP OF CLARENDON
MUNICIPALITY OF CLARENDON AND MILLER
COUNTY OF FRONTENAC
SCALE : 1" = 60'
JOHN F. GOLTZ O.L.S.
1992
CAUTION :
SURVEYOR'S CERTIFICATE
I HEREBY CERTIFY THAT :
NOTES
LEGEND
JOHN GOLTZ SURVEYING INC.
BOX 388, PERTH, ONTARIO K7H 3G1 267-6366
INSTRUMENT 530589 (3rdly)
PART 1
PART 2
PART 3
PART 4
PART 5
PART 6
PART 7
PART 8
PART 9
PART 10
PART 11
PART 12
PART 13
PART 15
PART 16
PART 17
PART 18
PART 19
PART 20
PART 21
PART 22
PART 23
PART 24
PART 25
PART 26
LOT 36
LOT 37
CONCESSION 13
ROAD ALLOWANCE
SHORE
Sand Lake
(formerly Plevna Lake)


PART 1
PART 2
PART 3
PART 4
PART 5
PART 8
PART 9
PART 10
PART 11
PART 12
PART 13
PART 15
PART 16
PART 17
INSTRUMENT 530589 (1stly)
INSTRUMENT 345007
PART 1, PLAN 13R-4494
LOT 36
LOT 37
ROAD ALLOWANCE
SHORE
Sand Lake

#2026-02 Way

An Application was submitted by Janice Way to purchase the Shore Road Allowance along the shore of Kashwakamak Lake, in front of their property described as Lot 307, Registered Plan 1045, formerly in the Township of Barrie, Township of North Frontenac, County of Frontenac, being Part 2 on Registered Plan 13R-14741. (see location map and survey).

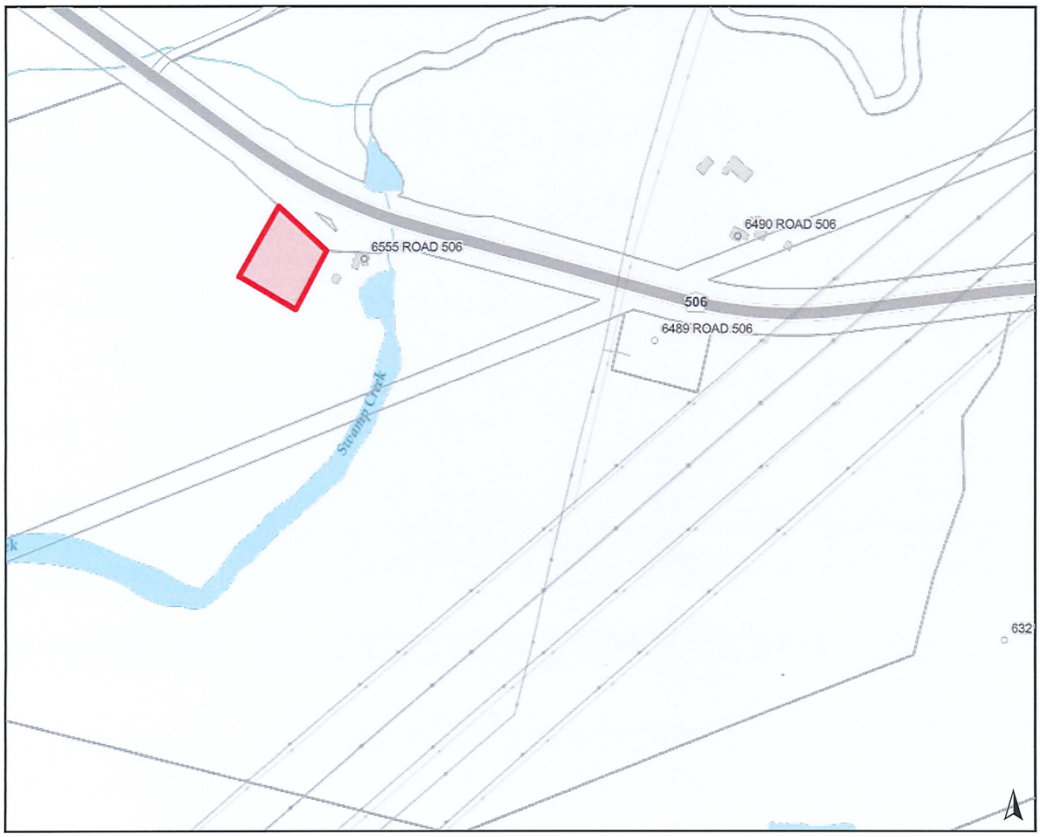
Council passed Resolution #167-26 on May 21, 2026, approving in principal the above noted Shore Road Allowance. Notice was provided in accordance with Sale and Disposition of Land Policy (By-law 2026-25).

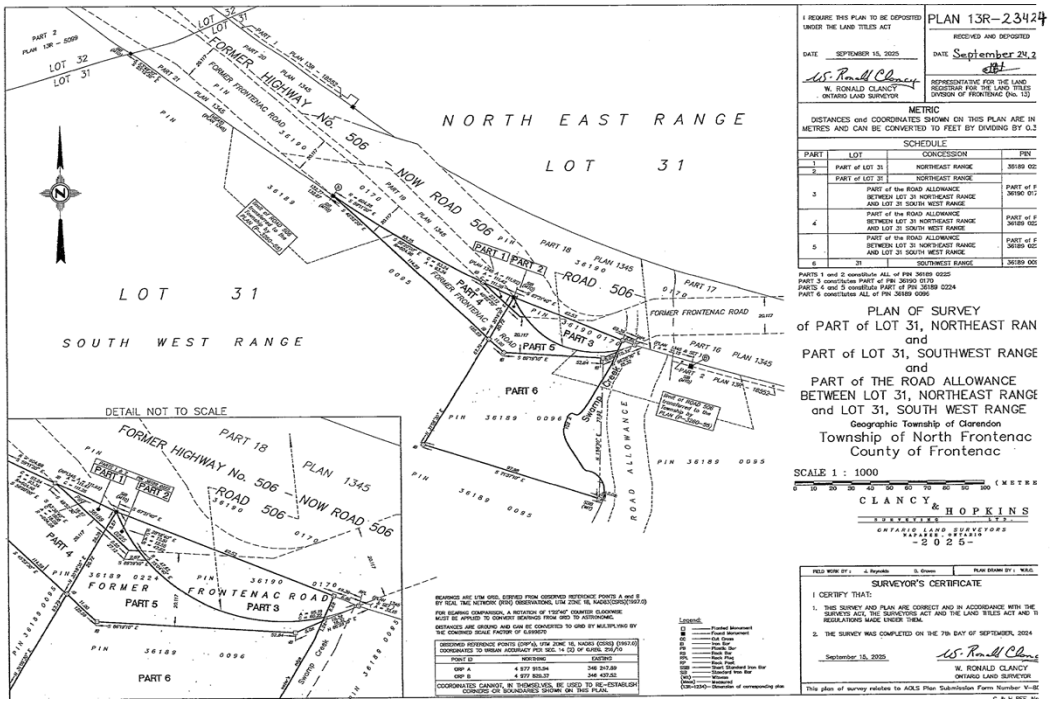


#2026-04 Branston/Hermer

An Application was submitted by Daniel & Helen Branston and William & Wendy Hermer to purchase the Road Allowance described as Part of the Road Allowance between Lot 31, South West Range and Lot 31, North East Range, geographic Township of Clarendon, Township of North Frontenac, County of Frontenac being Parts 3, 4 and 5 on Registered Plan 13R-23424 (see location map and survey).

Council passed Resolution #219-26 on July 9, 2026, approving in principal the above noted Road Allowance. Notice was provided in accordance with Sale and Disposition of Land Policy (By-law 2026-25). Council also approved accepting Part 1 and 2 on 13R-23424 from the Hermers and transferring them to Hermer and Branston respectively.

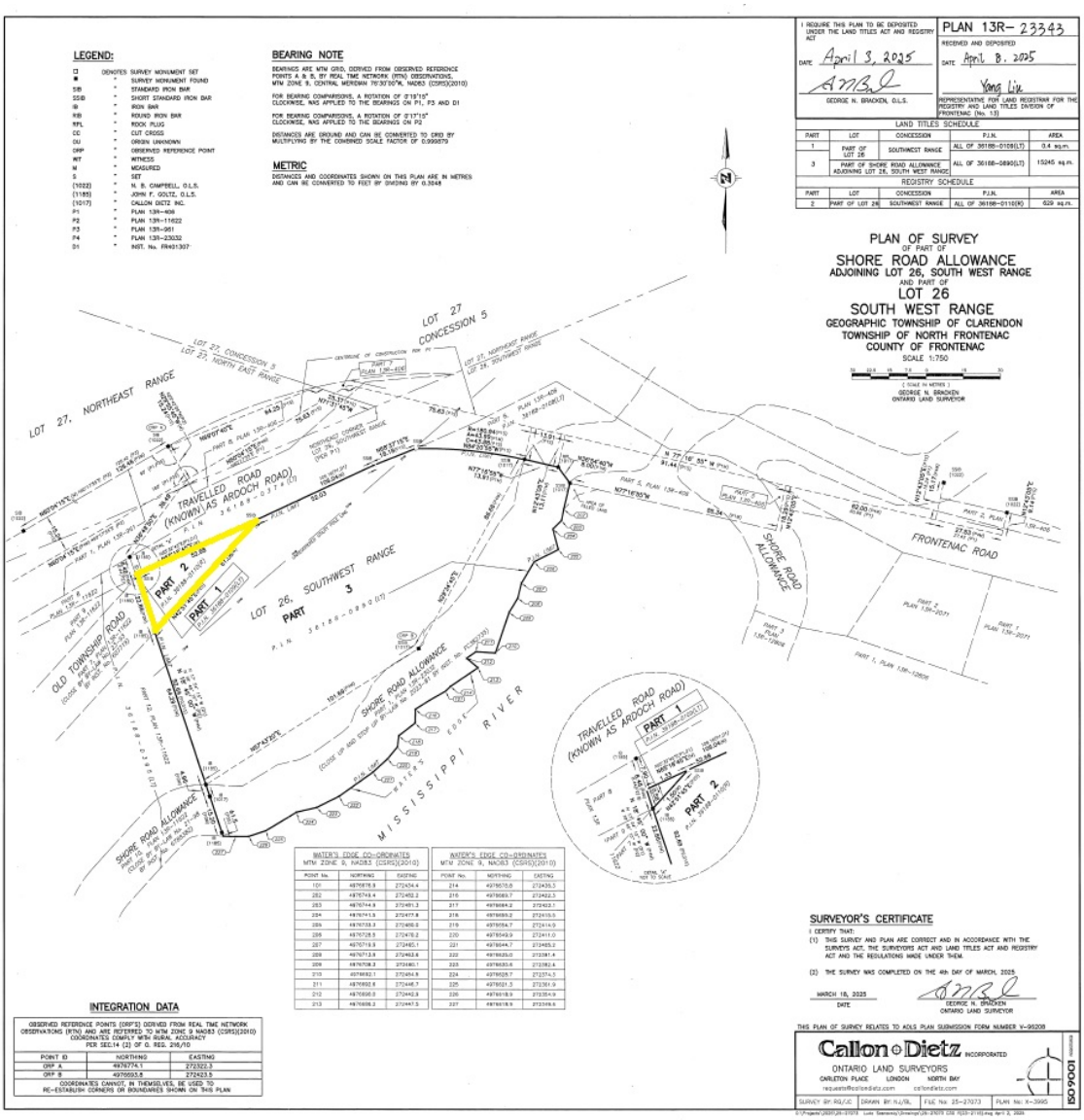




#2026-03 Sosnovsky

An Application was submitted by Genady and Ludmila Sosnovsky to purchase Part of an Old Township Road described as Part of Lot 26, South West Range in the geographic Township of Clarendon, Township of North Frontenac, County of Frontenac being Part 2 on Registered Plan 13R-23343 (see location map and survey).

Council passed Resolution #216-26 on July 9, 2026, approving in principal the above noted Road Allowance. Notice was provided in accordance with Sale and Disposition of Land Policy (By-law 2026-25).



Researched By:

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

Comments:

No comments have been received regarding the Road Closing Applications.

Financial Impact:

The Township will receive Land Costs for the sale of the Road Allowances in accordance with the Fees and Charges By-law #2026-02.

Strategic Implications:

None.

To:	Mayor and Members of Council
From:	Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M.
Approved by:	Corey Klatt, Chief Administrative Officer
Date of Meeting:	13 Aug 2026
Re:	Transfer of a Portion of a Forced Road - Shugart

Recommendation:

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Land Exchange - Transfer of a Portion of a Forced Road - Shugart";

And That, as required by the Sale of Land Policy, the following be declared as surplus and transferred to the adjoining owners:

- **All That Part** of the Forced Road between Lot 41, Concession 13, in the geographic Township of Clarendon, being Part 11 on Registered Plan 13R-3568.

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

Background:

Council passed the following Resolution at their meeting on August 22, 2024:

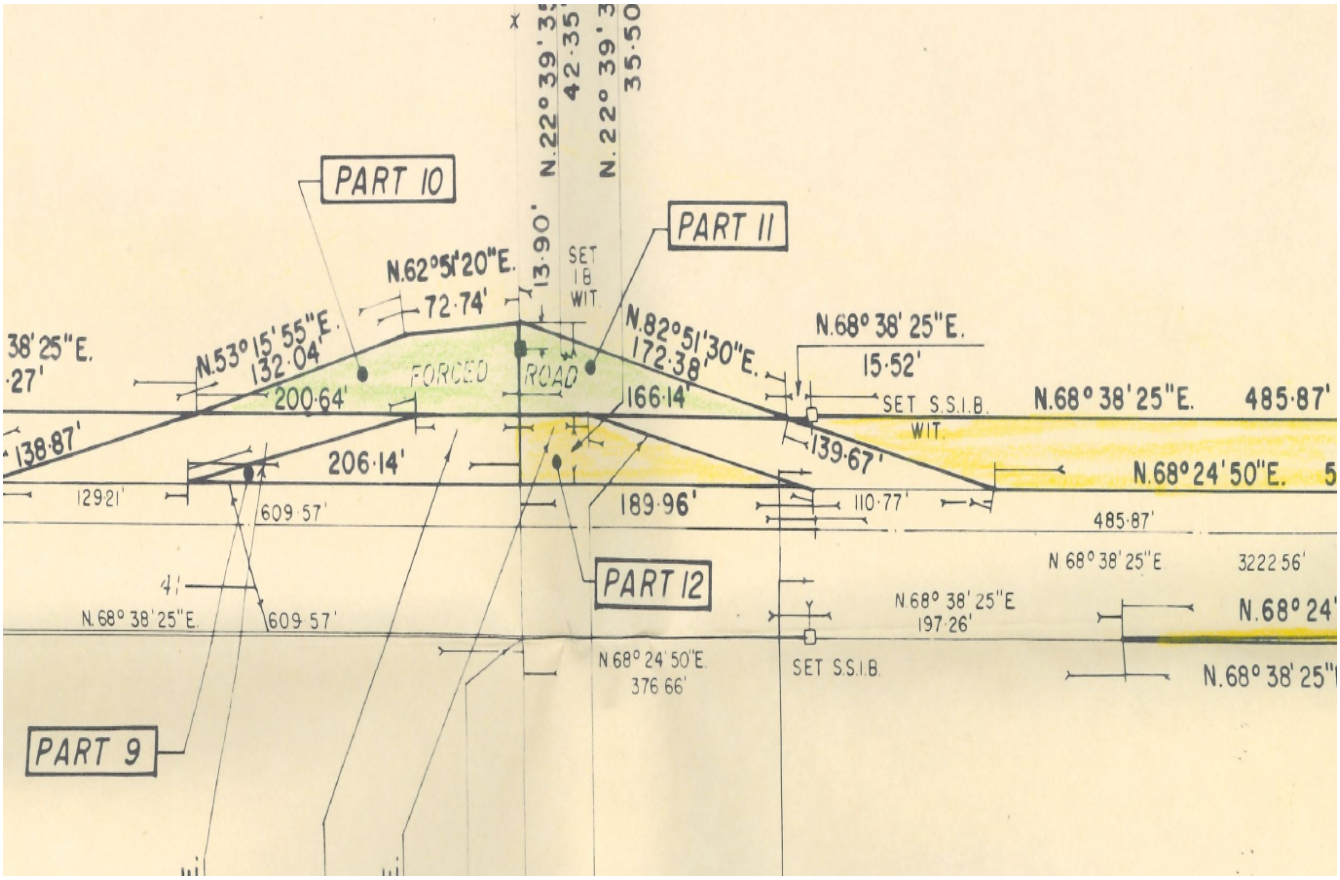
289-24 Moved by Councillor Roy Huetl, Seconded by Councillor Vernon Hermer

Be It Resolved That Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Land Exchange - Transfer of a Portion of an Unused Portion of a Forced Road";

And That Council waives the requirement for the property owners to submit a Road Closing Application for consideration and the requirement for public notice; and approves in principle the transfer of Part 11 on Reference Plan 13R-3568 from the Township to the property owner;

And That Council waives the Land Cost fee of $500; with the property owners being responsible for the preparation of the transfer and registration of the By-law.

Carried



Researched By:

Tara Mieske, Clerk/Planning Manager

Comments:

In accordance with the conditions of the Severance, Part 12 on Registered Plan 13R-3568 was transferred to the Township. Council passed a By-law at the July 9, 2026 Council Meeting to dedicate it as part of the Buckshot Lake Road. The Shugarts have advised they would like to proceed with the Transfer of Part 11 on Registered Plan 13R-3568 as noted in the above Resolution.

Financial Impact:

The costs for the registration of the By-law and transfer are to be covered by the property owners.

To:	Mayor and Members of Council
From:	Kelly Watkins, Treasurer, Dipl. M.A., M.M,
Approved by:	Corey Klatt, Chief Administrative Officer
Date of Meeting:	13 Aug 2026
Re:	Options for the failed Tax Sale Properties from June 25, 2026

Recommendation:

Be It Resolved That Council receives for information the Treasurer's Administrative Report entitled "Options for the failed Tax Sale Properties from June 25, 2026";

And That Council wishes to vest the property not sold through the Public Tax Sale process described as 10-42-090-010-12300-0000 (Gulley Road);

And That Council instructs the Treasurer to transfer the cost of the written off Municipal taxes, P&I and legal fees to be funded from the Operating Contingency Reserve in the amount of $47,038.92 plus any additional fees to complete the transfer for vesting for 10-42-090-010-12300.

And That Council instructs the Treasurer to reduce the taxes owing by an additional 40% for the property 10-42-090-010-07402 (Roberstville Mine) and readvertise.

And That Council instructs the Treasuer to transfer the amount written off in the amount of $55,207.13 from the Operating Contingency Reserve.

Background:

On June 25, 2026 we held a Public Tax Sale that included four properties. One property was cancelled, two properties received no bids and one property was redeemed (cancellation price paid by owner).

The following properties received no bids:

Property #1 10-42-090-010-12300 (Gulley Rd)- legal description "LT 7 Con 10 Palmerston as in FR571149; Description may not be Acceptable in Future as in FR571149; North Frontenac" It does not have a civic address but described as being Gulley Rd.

Property #2 10-42-090-010-07402 (Robertsville Mine) - legal description "PT LT 3 Con 8 Palmerston as in FR625977; S/T FR786183" 15404 Road 509, Robertsville.

Researched By:

Kelly Watkins, Treasurer
Sandra Lessard, Deputy Treasurer

Comments:

For the Properties that did not sell we have a few options that must be exercised within 2 years of the failed tax sale:

Write off and Charge back

Council, on the treasurer's recommendation, can write off the taxes pursuant to section 354(2) and (3) of the Municipal Act, 2001 and charge back to the upper tier, school board or any other levying body for which the municipality collects taxes, its proportionate share of the unpaid taxes that are written off (subsection 353(3)) – regardless of whether they decide to Vest the property in the municipality's name or not. **Please note** that the "Cancellation Price" required to discharge the tax arrears certificate registered on title is equal to the taxes on the roll at any given time (per section 371(1) of the Municipal Act). If the taxes are written off *without vesting*, the "delinquent" owner could pay the lower cancellation price and have the tax arrears certificate cancelled. This option is generally only used if the property is being vested in the municipality or, *if not vested*, when the property is abandoned or being re-advertised as below.

Treasurer's note:

- 090-010-12300 (Gulley Road) - It is our recommendation to consider vesting the property. If we vest the property we will write off the entire outstanding balance.
- 090-010-07402 (Robertsville Mine) - Council can consider writing off the taxes further and try to sell again through Tax Sale and further reduce the taxes & P&I owing by 40% for a total reduction of $78,901.34 ($55,207.13 is the Municipal portion). As of the date of this report this additional reduction would reduce the cancellation price by $78,901.34 reducing it to $134,367.26.
    - Per Resolution #288-25; "Be It Resolved That Council receives for information the Administrative Report prepared by the Clerk/Planning Manager and the Treasurer entitled "Next Steps for Potential Vesting of Property from Failed Tax Sale"; And That Council chooses Option #1.Carried"
    - Option #1 was to reduce the taxes owed by 40%. This led to a write off in the amount of $118,044.31 ($84,809.32 was the Municipal portion funded from Operating Contingency)

Register Notice of Vesting

The municipality may register on title a Notice of Vesting within two years of the tax sale date pursuant to subsections 379(5b) and (7.1). The property will then be owned by the municipality and be tax exempt as is any other municipally owned property. If the municipality decides to charge back, then vest and subsequently sell the lands within seven years of the registration of the Notice of Vesting, it must pay a proportionate share of the proceeds to the upper tier, school board, etc. as the cancellation price was greater than $10,000.00 (ss. 353(4)). Sections 386.1 to 386.5 provide some powers of entry and inspection to the municipality to assist in determining if it is desirable to acquire the land.

Note: Interests of the Federal Crown continue to encumber title after a Notice of Vesting is registered and there may be some sharing of proceeds required if a Provincial Crown interest is on title. For this property, there were no crown interests registered on title as of the last searches so no sharing with the crown will be required. If the municipality decides to vest, Realtax Inc. will update the search prior to registration to make sure no crown interests have been registered since our last searches.

Note regarding Personal Property / Chattels: Tax Sales only deal with the transfer of land ("real" property) and fixtures (things attached to the land). They do not transfer the ownership of personal property / chattels. Municipalities will need to seek legal advice on how to handle personal property / chattels found on vested property.

Treasurers Note:

- 090-010-12300 (Gulley Road) - It is our recommendation to consider vesting the property (see Public Works Managers comment below).
- 090-010-07402 (Robertsville Mine) - It is not recommended to vest this property based on previous consideration and decision by Council.

Comment from Public Works Manager:

- 10-42-090-010-12300 (Gulley Road) - this property is adjacent to the Gulley Road / Road 509 intersection. The configuration of the Gulley / Shiner Road and 509 intersection is non-standard. I suspect at some point in the future the Township will want to upgrade this intersection and improve the configuration / operation. I recommend the Township vests this property on the inside of the curve / intersection to accommodate future improvements.

Readvertise within two years

The municipality may advertise the property for sale a second time within two years of the tax sale date pursuant to section 380.1. If the taxes have been written off pursuant to section 354, the property can presumably be offered for sale at a Minimum Tender Amount that might be more attractive to purchasers – unless there are extenuating circumstances such as large crown interests, low assessed value, land use unsuitability or contamination. A cost-benefit analysis should be done to see if a second sale would be any more productive than the first. If the municipality does consider this option there are additional notice requirements and fees involved.

Treasurers Note:

- This could be a consideration for both properties with no changes.
- 090-010-07402 (Robertsville Mine) - could be readvertised again with a reduced Cancellation price
    - Council can consider writing off the taxes further and try to sell again through Tax Sale and further reduce the taxes & P&I owing by 40% for a total reduction of $78,901.34($55,207.13 is the Municipal portion). As of the date of this report this additional reduction would reduce the cancellation price by $78,901.34 reducing it to $134,367.26.

Issue a Request for Proposal (RFP)

Municipalities within our County and some others outside of the County have a Policy for issuing a RFP to sell properties that did not sell through the Tax Sale process.

The primary objective of issuing a RFP is to return the failed tax sale property(ies) to a productive and safe re-use so that one or more of the following community benefits can be realized in the near term (i.e. within 2 years) and in a meaningful way:

a. Return and increase of annual property tax revenues
b. Neighborhood support through improvement of property condition & standards
c. Addition of housing
d. Addition of employment opportunities

Treasurers Notes:

To date we have not developed a Policy for issuing a RFP for selling properties not sold through the Tax Sale Process. It is something we will work on developing when time permits.

If the municipality has not registered a Notice of Vesting or re-advertised as above within 2 years of the tax sale date, the whole process is deemed to be cancelled. If the municipality wants to continue with the tax sale process as a collection tool, the process would need to be started all over again with the registration of a new Tax Arrears Certificate (subsection. 379(15)).

Financial Impact:

Financial implications for 10-42-090-010-12300 (Gulley Road)

Current outstanding balance	$48,117.50
balance broken down as follows:	
Education Taxes	$502.15
County Taxes	$576.43
Municipal amounts to be written off	
Municipal Taxes	$1,941.86
Penalty & Interest	$27,387.20
Legal Fees & one time charges	$17,709.86
Amount to be funded from Operating Contingency Reserve	$47,038.92

Financial implications for 10-42-090-010-07402 (Robertsville Mine)

Current outstanding balance	$213,268.60
Reduction by 40% balance broken down as follows:	
Education Taxes	$20,537.52
County Taxes	$3,156.69
Municipal amounts to be written off	
Municipal Taxes	$11,172.63
Penalty & Interest	$44,034.50
Legal Fees & one time charges	
Amount to be funded from Operating Contingency Reserve	$55,207.13

Strategic Implications:

N/A

To:	Mayor and Members of Council
From:	Darwyn Sproule, Public Works Manager, P. Eng.
Approved by:	Corey Klatt, Chief Administrative Officer
Date of Meeting:	13 Aug 2026
Re:	Speed Control / Pedestrian Options - In the Vicinity of Clarendon Central Public School

Recommendation:

Be It Resolved That Council receives for information the Public Works Manager's Administrative Report entitled "Speed Control / Pedestrian Options - In the Vicinity of Clarendon Central Public School";
And That Council approves the shoulder widening and the crosswalk;
And That Council approves electronic speed signs within the school / reduced speed zone;
And That Council also approves the solar powered light bars at the crosswalk;
And That Council directs the Public Works Manager to complete the shoulder widening prior to school resuming;
And That Council instructs the Treasurer to transfer the additional cost of the approved items, to a maximum of $30,000 from the Infrastructure Sustainability TCA.

Background:

At the regular Council meeting on July 9, 2026 Council requested that the Public Works Manager (PWM) review options to address speeds and pedestrians crossing Road 506 in the vicinity of Clarendon Central Public School. This relates to students from the school walking along 506 to reach local businesses.

Currently the posted speed in the Village is 40 km/hr and there is an electronic sign on Road 506 monitoring speeds as traffic approaches Plevna from the south. The limits of the school zone are identified with recently upgraded signs.

The concerns include sight lines, vehicle speeds and pedestrians / children along the road.

Researched By:

Darwyn Sproule, Public Works Manager

Comments:

The location has been inspected and a number of suppliers contacted regarding available products / solutions. Additional details follow regarding options for consideration.

Enforcement
The Chief Administrative Officer (CAO) has previously requested OPP presence to address speeds in the Village and will continue to do so.

Speed Bumps
Installed at the location of concern to reduce operating speeds. Road 506 is a main arterial and speed bumps are not recommend for routes with considerable commercial traffic. There are a significant number of trucks making local deliveries and transiting the area. Snow plowing would also be impacted. Grooved rumble strips milled into the pavement are also an alternative but these serve to alert motorists as opposed to actively controlling speeds. Not recommended.

Path / Widened Shoulder

The safest option for pedestrians along Road 506 would be a path / walkway separated from the roadway. The challenge would be winter maintenance (plowing and sanding).The other option is to widen the shoulder on the east side of Road 506. This could be maintained in the winter with regular highway operations - requiring an additional pass with the plow truck or the pickup / plow / sander.

The estimated cost of material for the widening is $2,000 with the work completed by Township staff / equipment. The surface would be granular with asphalt considered in the future. The widening is recommended regardless of other options that may be adopted.

Speed Limits / Signage
The school zone is located within the reduced 40 km/hr posting and is signed at both limits.
Electronic speed signs could be installed within the school zone to alert motorists (one per direction) regarding compliance with the posted speed . The electronic signs are high-visibility and flash the speed of the vehicle. Signs are $3,500 each including posts and installation.

Consideration of the two additional electronic signs to assist controlling speeds is recommended in the school zone regardless of the other measures that may be adopted.

Crosswalk
Crosswalks should be applied where pedestrian traffic is anticipated and encouraged. Application of crosswalk markings alone is not a viable safety measure in all situations. Crosswalks benefit and guide pedestrians, while reinforcing their right-of-way. Based on the surroundings, speeds, and overall roadway width, crosswalks often require additional safety measures. Three main visibility enhancements help make crosswalks and the pedestrians more visible to drivers. These include high-visibility crosswalks, lighting, and signage / pavement markings. These enhancements can also assist users in deciding where to cross.
Crosswalks can also be raised but at this location it would function as a significant speed bump.

Crosswalk - Option A
The merits of a crosswalk with appropriate signage and pavement markings are explained above. Ideally the crosswalk would be located at the school and service pedestrians going either direction on Road 506. But the sight lines are limited at the school location due to the vertical alignment. The crosswalk could be moved north to the crest of the curve but pedestrians going south would not likely walk the extra distance to access the crossing. The most appropriate crossing location is south of the school. The cost of the required signage and pavement markings for a crosswalk is $6,000.

Crosswalk - Option B
Option B includes the crosswalk from Option A and adds flashing solar powered lights that are push button activated. The purpose is to increase visibility and reinforce the pedestrian's right-of-way when

crossing. The estimated cost of the solar powered lighting system is $15,000. The solar option is significantly cheaper that a hardwired hydro installation.

Timing
The widened shoulder can be completed prior to school starting. Electronic speed signs and the crosswalk could be completed mid-fall given the materials and installation required.

Benefits of the proposed improvements include:
•Giving students the ability to remain clear of the travelled roadway.
•Provides a crossing at a safer location with better visibility.
•Makes it easier for drivers to see students before they cross and reinforces the pedestrian's right-of-way.

If the official crosswalk is approved this would be the first one constructed in North Frontenac Township.

Recommendation

The following recommendations are made in order of priority:

- Widened shoulder

- Option A crosswalk (Note - this gets pedestrians to a designated crossing)

- Electronic speed signs for the school / reduced speed zone (Note - this assists with speed control)

- Option B, addition of dual solar powered light bars at the crosswalk (Note - increases visibility and awareness of the pedestrian's right-of-way)

The widened shoulder and the crosswalk (Option A) are the recommended minimum items, followed by the electronic speed signs and the solar powered crosswalk light bars.

Financial Impact:

The estimated costs associated with the proposed safety measures, in order of priority are:

- widened shoulder - $2,000
- Option A, crosswalk - $6,000
- electronic speed signs for the reduced speed zone - $7,000
- Option B, addition of dual solar powered light bars at the crosswalk - $15,000

The recommended minimum items cost $8,000 followed by $7,000 for electronic speed signs and $15,000 if the light bars at the crosswalk are approved. For a total cost of $30,000.

There will be additional operational costs for maintaining the widened shoulder, signage and lights.

It is recommended the total additional cost of the approved work items be taken from the Infrastructure Sustainability TCA., with a year-end estimated balance of $1,268,593.

Strategic Implications:

Sustainable Core Services - enhance standards for roads and other core and non-core infrastructure.

To:	Mayor and Members of Council
From:	Brooke Ross, Manager of Community Development, Dipl.M.A. Gerry Lichty, Mayor
Approved by:	Corey Klatt, Chief Administrative Officer
Date of Meeting:	13 Aug 2026
Re:	ALTO - Proposed Communications Strategy - Phase One (1)

Recommendation:

Whereas Council passed Resolution #156-26 at their meeting on May 1, 2026 receiving a Notice of Motion from Mayor Lichty requesting staff prepare a strategy to ensure North Frontenac residents remain informed and the Township is prepared to structure an organized response as and if necessary, regarding the ALTO project;

And Whereas Council passed Resolution #176-26 at their meeting on May 21, 2026 instructing the Manager of Community Development to work with Mayor Lichty to prepare a strategy with respect to the ALTO project to ensure the Township is prepared to organize a response and to ensure residents remain informed, including legal advice as to what is permitted;

Therefore Be It Resolved That Council receives for information the Manager of Community Development's (MCD) and Mayor's Administrative Report entitled "ALTO - Proposed Communications Strategy - Phase One (1)";

And That Council reaffirms its position that the Township does not support the proposed corridor going through the Township of North Frontenac;

And That Council approves a three (3) phase approach regarding ALTO:

- Phase 1 (Current): Monitor, Organize, Inform
- Phase 2 (Route Identification): Mobilize, Consult, Advocate
- Phase 3 (If Township Alignment is Confirmed): Escalate Advocacy, Coordinate Landowner Support, Intensify Public Engagement

And That should there be a need to move into Phase 2 or 3, another report will be provided to Council;

And That Council establish an ALTO Response Team consisting of the Mayor, Chief Administrative Officer, and Manager of Community Development (MCD) to monitor project developments, coordinate municipal communications, and provide updates to Council and residents;

And That Council directs the MCD to create a dedicated ALTO Project Information Hub through Engage Frontenac and the Township website to provide residents with project information, Township position statements, scheduled ALTO public consultation opportunities, and Council materials;

And That Council directs staff to provide ongoing public information updates through Engage Frontenac, the Township website and social media channels.

Background:

Council passed Resolution #176-26 on May 21, 2026:
Whereas Council passed Resolution #156-26 at their meeting on May 1, 2026 receiving a Notice of Motion from Mayor Lichty requesting staff prepare a strategy to ensure North Frontenac residents remain informed and the Township is prepared to structure an organized response as and if necessary, regarding the ALTO project;

Therefore Be It Resolved That Council instructs the Manager of Community Development to work with Mayor Lichty to prepare a strategy with respect to the ALTO project to ensure the Township is prepared to organize a response and to ensure residents remain informed, including legal advice as to what is permitted**.**
Carried

The proposed ALTO project continues to generate significant interest and concern among residents and stakeholders throughout the region. While details regarding potential route alignments are being developed, Council has consistently expressed its opposition to the proposed corridor going through the Township.

As discussions surrounding the project continue, a coordinated municipal communications strategy that provides residents with timely and accurate information while reinforcing Council's position and advocacy efforts may prove beneficial.

Researched By:

Mayor Gerry Lichty
Brooke Ross, Dipl.M.A., Dipl.M.M., Manager of Community Development

Comments:

The purpose of this initiative is to establish a coordinated Township response to the proposed ALTO project and ensure residents, businesses, agricultural stakeholders, and community organizations remain informed, engaged, and represented throughout the planning and approval process.

Three Phase Approach

It is recommended that Council adopt a three phase approach for the ALTO project:

- Phase 1 (Current): Monitor, Organize, Inform
- Phase 2 (Route Identification - North Route Option is Chosen): Mobilize, Consult, Advocate
- Phase 3 (If Township Alignment is Confirmed - narrowed down to the actual easement): Escalate Advocacy, Coordinate Landowner Support, Intensify Public Engagement

Council Position

It is proposed that Council's position remains:
"The Township does not support the proposed corridor going through the Township of North Frontenac."

Staff will continue to communicate this position consistently through all public engagement and advocacy efforts related to the project.

Strategic Objectives

It is proposed that the Township's response to the ALTO project will be guided by the following objectives:

- Protect Township interests and advocate against alignments that negatively impact the municipality.
- Ensure Council and staff are prepared to respond to project announcements, consultation opportunities, and environmental assessment processes.
- Provide residents with accurate, timely, and transparent information.
- Coordinate advocacy efforts with neighbouring municipalities, regional governments, agricultural organizations, and affected stakeholders.
- Build a comprehensive evidence base documenting potential impacts on the Township.

ALTO Response Team

To ensure a coordinated response, it is recommended to establish an ALTO Response Team consisting of:

- Mayor
- Chief Administrative Officer (CAO)
- Manager of Community Development (MCD)

The Response Team will:

- Monitor project announcements and developments.
- Coordinate municipal communications.
- Maintain awareness of consultation opportunities.
- Provide updates to Council.
- Ensure residents receive timely and factual information.
- Resident Information and Engagement

It is recommended that the Manager of Community Development establish a dedicated ALTO Project Information Hub through Engage Frontenac and create a corresponding section on the Township website. The information hub will serve as the primary source of project-related information and will include:

- Project background information.
- Available maps and route information.
- Township position statements.
- Frequently Asked Questions (FAQ).
- Upcoming meetings and consultation opportunities.
- Council reports, resolutions, and correspondence related to the project.

The purpose of the information hub is to ensure residents can easily access accurate and up-to-date information in a single location.

Public Communications

Residents will be informed through multiple communication channels, including but not limited to:

- Engage Frontenac
- Township Website
- Township Social Media Channels

All communications will be factual, timely and transparent.

The ALTO project has the potential to significantly impact the Township should a future corridor be located within municipal boundaries. Establishing a coordinated communications and engagement strategy will ensure the Township is prepared to respond effectively, keep residents informed, and continue advocating Council's position that the Township does not support a proposed corridor going through the Township.

Financial Impact:

None.

Strategic Implications:

Vibrant and Inclusive Community
Economic Prosperity
Environmental Stewardship
Sustainable Core Services

Committee of Adjustment Minutes

1:00 PM - Monday, June 22, 2026
Council Chambers

Present:	Garry Wood (Chair); Carl Tooley (Member); Jim Ogilvie (Member); and Brent Smith (Alternate Member)
Also Present:	Brooke Drechsler, Secretary/Treasurer; Tara Mieske, Clerk/Planning Manager; Marnie Geerlinks, Administrative Assistant to the Clerk's Department; Councillor Roy Huetl, Council Liaison; Sonya Bolton, Manager of Community Planning, County of Frontenac; Dmitry Kurylovich, Community Planner, County of Frontenac (Electronic Participation); Jennie Kapusta, Community Planner, County of Frontenac; and Lauren Breen, Planning Student County of Frontenac

1. Call to Order

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

2. Traditional Land Acknowledgement

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

3. Approval of Agenda

a) ***June 22, 2026***

25-26 Moved by Jim Ogilvie, Seconded by Carl Tooley

Be It Resolved That the Committee approves the Agenda dated June 22, 2026, as circulated.
Carried

4. Disclosure of Pecuniary Interest and General Nature Thereof

Carl Tooley declared a Pecuniary Interest in item 10a under Business Arising.

5. Delegations

None.

6. Adoption of Minutes

a) ***Minutes of Meeting held May 25, 2026***

26-26 Moved by Carl Tooley, Seconded by Jim Ogilvie

Be It Resolved That the Committee adopts the Minutes of a Meeting of the Committee of Adjustment/Planning Advisory Committee held on May 25, 2026, as circulated.
Carried

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

None.

8. Consent Applications

None.

9. Minor Variance Applications

a) ***File #A08/26: Lot 8, Plan 13M53, Geographic Township of North Canonto (1303A Heron Way) - Minor Variance Application***

Lee and Nicole James, Applicants, were present for the hearing.

Dmitry Kurylovich, Senior Planner with the County of Frontenac, provided an overview of the application for a Minor Variance to permit an oversized gazebo and a boathouse with no opening to the water. He advised the application proposes to construct an open-sided Gazebo with an area of 22.3 square metres (240 square feet), setback 5 metres (16.4 feet) from the highwater mark of Norcan Lake. He noted the Zoning By-law provides that a gazebo shall not exceed 13 square metres (140 square feet) and is permitted with a minimum setback of 5 metres (16.4 feet) from the high water mark. He advised the Zoning By-law also provides that waterfront structures which are unattached to a main building shall not exceed a combined footprint of more than 20 square metres (215 square feet) for all structures within the 30 metre (98.4 foot) setback from the high watermark.

Kurylovich advised the applicant also proposes to construct a Boathouse with a maximum area of 15 square metres (161 square feet) setback 3 metres (9.8 feet) from the highwater mark of Norcan Lake. He advised the Zoning By-law defines a Boathouse/Boat Port as "a one storey accessory building with a maximum height of 4.5 metres (14.8 feet) that does not contain habitable living space or plumbing, has an opening to the water body of an appropriate size to accommodate a boat and is connected to the water body by a boat slip, boat lift, or marine railway". Kurylovich advised that the proposed variance seeks to construct a boathouse that is not located directly on the shoreline and is not connected to the waterbody for the purpose of storing canoes, kayaks and related equipment.

Kurylovich advised the property is currently developed with the following:

- a two storey 166 square metre (1,787 square foot) dwelling setback approximately 31.6 metres (104 feet) from the highwater mark of Norcan Lake;
- a one storey 112 square metre (1,206 square foot) garage setback approximately 54 metres (177 feet) from the highwater mark; and
- a Class 4 septic system setback approximately 60 metres (197 feet) from the high watermark.

The property is zoned Residential Waterfront Exception Zone 3d (RW-X3d), noting this zoning designation was created for the development of the subdivision.

Kurylovich advised that the application meets the four tests of a Minor Variance and recommended approval of the Minor Variance, subject to the conditions included in the planning report.

Jim Ogilvie advised he attended the site and met with the applicant on June 16, 2026. He stated the proposed development area was staked; however the overgrowth of vegetation made seeing signs from the waterfront difficult. He noted the property is a mixed forest of pine, birch and poplar; and that the proposed area had many trees knocked down during a windstorm and is now overgrown with raspberry bushes. Ogilvie advised that no neighbours would be impacted and recommended approval, subject to the conditions included in the planning report.

Geerlinks advised there were no comments from the public.

27-26 Moved by Jim Ogilvie, Seconded by Carl Tooley

Be It Resolved That Planning Application File #B08/26 - Minor Variance - 1303A Heron Way - shall be approved subject to the conditions noted in the planning report;
And That the Secretary shall forward a copy of the Notice of Decision to the Applicant and each person or public body that made a written request to be notified, and any other person or public body prescribed by July 3, 2026.
Carried

b) ***File #A09/26: Lot 2, Plan 417, Geographic Township of Miller (1056A Kerr Lane) - Request Permission to Enlarge a Legal Non-Conforming/Non-Complying Structure***

Paul Burke, Applicant was present for the hearing.

Dmitry Kurylovich, Senior Planner with the County of Frontenac, provided an overview of the application to expand a legal non-conforming/non-complying structure with the following additions:

- Construct a two storey 3.7 square metre (40 square foot) dwelling addition on the southwest corner of the existing dwelling;

- Conversion of an existing 14.86 square metre (160 square foot) sunroom to dwelling space;
- Excavate a portion of the basement to increase ceiling height and reinforce current dwelling foundation; and
- Interior alterations to the existing dwelling.

Kurylovich advised that the property is zoned Limited Service Waterfront (LSW) and the existing dwelling is considered to be legal non-conforming due to the deficient waterbody setback. Based on measurements taken by County planning staff, the closest point of the dwelling (deck) is located approximately 8 metres (26 feet) from the highwater mark of Grindstone Lake whereas 30 metres (98 feet) is required by the current Zoning By-law. Kurylovich explained the proposed development is located on the non-waterside of the dwelling and will not result in any further encroachment into the waterbody setback. He noted the proposed addition will square off the existing dwelling, minimally increasing the footprint.

Kurylovich advised the application meets the criteria under section 45(2) of the Planning act and recommends approval subject to the conditions included in the planning report.

Garry Wood advised he attended the site on May 31, 2026 and noted that the required signs were posted at this time. Wood advised the property is relatively flat with easy vehicular access from the road to the dwelling and garage. He added there are 5 existing buildings on the property, including an outhouse. Wood advised that there are no trees around the area of the cottage that would be affected and recommended approval of the application subject to conditions included in the planning report.

Geerlinks advised there were no comments from the public.

28-26 Moved by Carl Tooley, Seconded by Jim Ogilvie

Be It Resolved That Planning Application File #A09/26, a Request for Permission to enlarge a Legal Non-Conforming/Non-Complying Structure, shall be approved subject to the conditions noted in the Planning Report;
And That the Secretary shall forward a copy of the Notice of Decision to the Applicant and each person or public body that made a written request to be notified, and any other person or public body prescribed by July 3, 2026.
Carried

c) ***File #A10/26: Lot 9, Plan 1007, Geographic Township of Clarendon (1198A Helen Lane) - Request Permission to Enlarge a Legal Non-Conforming/Non-Complying Structure***

Branko and Diane Racki, Applicants, were present for the hearing.

Dmitry Kurylovich, Senior Planner, provided an overview of the application for permission to expand a legal non-conforming structure. Kurylovich advised that the application

proposes to:

- Replace an existing unenclosed, uncovered deck with a 6.69 square metre (72 square foot) screened in porch and 37.9 square metre (408 square foot) covered deck on the east side of the existing dwelling.

Kurylovich advised the subject property is developed with the following:

- A one storey dwelling with a footprint of 154 square metres setback 13.7 metres (45 feet) from the high water mark of Big Gull Lake;
- A sleep cabin with a footprint of 28 square metre (304 square foot) setback approximately 2.4 metres (8 feet) from the high water mark;
- A shed with a footprint of 11 square metre (120 square foot) shed located approximately 18.3 metres (60 feet from) from the high water mark; and
- A privy located approximately 36 metres (120 feet) from the high water mark.

Kurylovich advised that planning staff attended the property on May 29, 2026 and identified a number of discrepancies between the submitted site plan and on-site observations. Kurylovich noted it appeared a significant amount of demolition and construction activity had already occurred at the time of the site visit, making it difficult to determine the extent of the footprint of the original dwelling.

Kurylovich advised Municipal Property Assessment Corporation (MPAC) records indicate that the property is developed with a 695 square foot dwelling constructed in 1975. However, the submitted application form and site plan identify the existing dwelling as having a floor area of 1,664 square feet. He advised aerial imagery captured in 2020 indicates that the southwestern corner of the dwelling did not exist at that time. However, based on observations from within the partially constructed dwelling, together with the existing foundation, it appears this area has been enclosed and represents approximately 320 square feet of additional floor area.

Kurylovich advised that the satellite imagery available to planning staff does not confirm the existence of a deck on the east side of the dwelling, where the development considered by this application is proposed. He added the submitted site plan identifies the area to the west and southwest of the dwelling as “woods.” This does not accurately reflect existing site conditions, as Big Gull Lake is located directly west and southwest of the dwelling. He explained that the site measurements obtained during the property inspection confirmed that the distance between the dwelling and the water's edge is less than that shown on the submitted site plan.

Kurylovich advised that because of these discrepancies, County staff have concerns regarding the accuracy of the submitted plans and the ability to verify the extent of the pre-existing development. He recommended deferral of the application to provide time for the applicant to either submit additional information that addresses the discrepancies or revise the application.

Mr. Racki advised the dwelling was constructed in 1966 with a footprint of approximately

700 square feet; however the footprint is now 1600 square feet.

Carl Tooley attended the site on May 26, 2026 and noted that the required signs were posted at this time. Tooley agrees with the recommendation to defer the application until more information is provided by the applicant. Ogilvie advised that the motion be amended to reflect providing applicant one year from the date of this meeting to provide the information requested.

Geerlinks advised there were no comments from the public.

29-26 Moved by Carl Tooley, Seconded by Jim Ogilvie

Be It Resolved That Planning Application File #A10/26, a Request for Permission to enlarge a Legal Non-Conforming/Non-Complying Structure, shall be deferred until the applicant provide the information requested in the Planning Report within one year from June 22, 2026.
Carried

Note: Carl Tooley, Member, left the meeting at this time as he declared a pecuniary interest.

10. Business Arising Out of Minutes

a) *Resolution #08-26: Severance Application File #B02/24, #B03/24, #B04/24 (Creation of Three New Lots) and File #B05/24 (Creation of Right-of-Way)*

Mark Pederson, Solicitor for the applicant, attended the meeting electronically.

Jennie Kapusta, Community Planner with the County of Frontenac advised there is no formal presentation as there has been no changes in the planning report provided to the Committee at the meeting on April 27, 2026.

Jim Ogilvie requested clarification on the definition of a parking lot or an easement, and asked Kapusta to confirm if the proposed Right-of-Way will provide pedestrian access to the boat launch area. Kapusta explained that the terms "Right-of-Way" and "Easement" are interchangeable; and that the Right-of-Way will be used for pedestrian access.

Ogilvie advised he attended the site and reviewed the property on Frontenac Maps. He stated that the grade point of 16 percent indicated in the report from the Public Works Manager (PWM) and the Director of Emergency Services/Fire Chief (DESFC) appears to be incorrect. Ogilvie advised the percent grade is 30% or higher. Kapusta stated she cannot provide comments on the information provided in the report prepared by the DESFC and the PWM.

Jason Tooley, Neighbour, attended the meeting electronically and provided a

presentation to the Committee entitled "Proposed Sand Lake Development" outlining his concerns with the proposed development as follows;

- Dock location and size comparison from 2020 and 2024 with comments on the possible increase of number of boats that will need to be docked.
- Navigation and safety concerns for the corridor between Sand Lake and Shawenegog Lake.
- Launching and parking area size not adequate to accommodate the level of proposed development.
- Erosion comparison from 2014 to 2020.
- Negative environmental impacts at launching area.
- By-law #55-19 discrepancies.
- Waterfront proposed lots Lot 2 and Lot 3
    - natural vegetation buffer depletion
    - concern with docking size and location on Lot 2 and Lot 3
- legal access to properties.

Brian Card, attended the meeting electronically and provided comments as an observer. Mr. Card read comments submitted to the Committee June 19, 2026, indicating that the planning applications remain technically incomplete; raise significant concerns regarding access and public safety; and have not demonstrated that the proposed lots can be safely and appropriately developed. The concerns included the following:

- Steep slopes, shoreline constraints, wetland proximity, emergency access, road grades, legal access rights, and the functionality of the proposed boat launch and turnaround area
- Inadequate and unsafe access
- Boat launch and turning area are not functional and below acceptable standards
- Township private lane standards are not met
- Environmental and Natural hazard concerns
- Legal access has not been demonstrated
- The proposal should be considered through a plan of subdivision
- The applications remain premature and incomplete

Mr. Pederson, asked if Mr. Card was presenting as a representative of any interested parties, as his comments appeared to be identical to a letter provided by Carl Tooley. Mr. Card advised he was not representing any interested parties and has no land holdings in North Frontenac; however is an interested observer of development in North Frontenac and Council's activities.

Brent Smith, Alternate Member, advised he attended the site. He stated that he has a safety concern with the docking area, turning radius and the slope of the driveway to the parking area. He also stated he has some issues with the report from the DESFC and the PWM.

Jim Ogilvie advised he tried to find a provincial standard for grade percent. He stated

that there could be more issues during early spring or late fall due to weather conditions (i.e. ice and snow).

Ogilvie asked Mr. Pedersen if he had enough time to review the presentation from Jason Tooley. Mr. Pedersen noted he had received the presentation in advance of the meeting. He advised it was important for the Committee to understand where the applicant is coming from. He explained there has been substantial effort put into the proposed development. If the application is denied the applicant is prepared to appeal the decision. Mr. Pederson noted this would place the municipality in the difficult position of defending the Committee's decision as the applications have been supported by planning staff, Township staff and applicable agencies. Ogilvie also asked if Mr. Pedersen wanted more time to form a rebuttal to the comments provided by the public. Mr. Pedersen advised the applicant is seeking a decision on the proposed development at this meeting.

Jim Ogilvie advised he is recommending denial of the applications for the following reasons:

- Issues with water access as this could be a liability to North Frontenac;
- Parking lot dimensions are too small for turning around a vehicle with boat and trailer;
- The grade/steepness of the slope to the parking area;
- The parking area cannot accommodate the amount of parking needed for vehicles and trailers;
- Proposed development will result in needing a total of seven (7) dock slips not four (4); however the docking area can't accommodate seven boats;
- Environmental issues (docks and gravel added without permission from MVCA);
- Public safety issue;
- Legal use of Beach Road to access Right-of-Way has not been shown by the applicant.

30-26 Moved by Jim Ogilvie, Seconded by Brent Smith

Whereas, at the meeting held April 27, 2026, the Committee passed Resolution #08/26 deferring the applications to create three new lots and a Right-of-Way to provide the Applicant time to provide additional technical information;
Therefore Be It Resolved That the following Planning Applications shall be denied:

- File #B02/24 Creation of New Lot
- File #B03/24 Creation of New Lot
- File #B04/24 Creation of New Lot
- File #B05/24 Creation of Right-of-Way

for the following reasons:

1. Issue with water access
2. Size, dimension and turn around area for vehicles/boats/trailers is inadequate
3. Grade/steepness of slope up to parking area
4. Number of parking spots within the parking area
5. Environmental issues

6. Potential enforcement issues and By-law infractions
7. Public safety issues
8. Legal access to Beach Road not established
9. Width of the proposed ROW

And That the Secretary shall forward a copy of the Notice of Decision to the Applicant and each person or public body that made a written request to be notified, and any other person or public body prescribed by July 3, 2026.

Carried

Note: Carl Tooley returned to the meeting at this time.

11. Other Business

a) ***Secretary/Treasurer: 2026 Ontario Association of Committee of Adjustment (OACA) Report***

Brooke Drechsler and Garry Wood attended the 2026 Ontario Association of Committee of Adjustment (OACA) Conference held on May 10-13, 2026 in Ottawa and provided an overview of the sessions they attended over the course of two days;

Wood advised that the conference was very well attended and provided great content.

Drechsler discussed the different processes conducted by Committee of Adjustment members from other Municipalities.

Key items from sessions at the Conference were;

- The difference of a Judicial Review of decision regarding a planning application through the court as opposed to the Ontario Land Tribunal.
- Training schedule for the Committee members.
- Addressing Public Concerns.
- Ethical obligations of Land Use Planners within the municipal planning process.

31-26 Moved by Jim Ogilvie, Seconded by Carl Tooley

Be It Resolved That the Committee of Adjustment/Planning Advisory Committee receives for information the 2026 OACA Conference Report prepared by the Secretary/Treasurer.

Carried

12. Adjournment

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

32-26 Moved by Carl Tooley, Seconded by Jim Ogilvie

Be It Resolved That the meeting adjourns at 3:11 p.m. until July 27, 2026, at 1:00 p.m. or at the call of the Chair.

Carried

Chair

Secretary

Economic Development Task Force Minutes

10:00 AM - Monday, July 20, 2026
Council Chambers

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

1. Call to Order

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

2. Traditional Land Acknowledgement

3. Disclosure of Pecuniary Interest and General Nature Thereof

None.

4. Economic Development Task Force Notes

a) Notes of the June 15, 2026 EDTF Meeting as approved via email and were received for information at the July 9, 2026 Regular Meeting of Council.

5. Business Arising

a) Work Plan

1. Increased number of business startups and expansions

1. Welcome Package – Bonello
   No update.
2. Business Dinner & Forum (April 17, 2026) – Vaillancourt, Huetl, Hunter
   Completed.
3. Business Profiles –Thiel
   Paul and Alyssa continue working completing more business profiles.
4. National Tradesman Day Breakfast (Sept) – MCD
   The MCD advised the EDTF that planning for this event will begin in August 2026 and an update will be provided at the next EDTF meeting.
5. Improvement of Township Community Improvement Plan – Inglis, Huetl, MCD
   The MCD advised that two applications were received for the 2026 CIP. The EDTF

agreed that the 2026 application period was shorter than previous years due to the process of the amendments to the Township's Community Improvement Plan. The 2027 CIP will be advertised in January 2027.

6. Bi-annual Business Owners Workshop Meetings (June 10, 2026 7pm-9pm) – Bonello, Vaillancourt
   Dan Vaillancourt will provide a debrief of the June 10, 2026 Bi-annual Business Owners Workshop Meeting at the next EDTF meeting.

2. Increased Tourism

1. Attend Two (2) Tradeshows – Bonello, Thiel, Hunter
   Completed.
2. SummerFest (July 18, 2026 11-4) – Bonello, Inglis, Vaillancourt
   The sub-committee provided an overview of the 2026 SummerFest event that took place on Saturday, July 18, 2026. There were approximately 883 people in attendance (including volunteers and vendors) which was a great turnout considering the weather. The band (Texas Tuxedo) and the Beavertails truck were extremely popular. The working group will meet to discuss the future of summer and Winterfest and report back to the next EDTF meeting and potential recommendations to Council at a future meeting.
3. WinterFest (February) – Bonello, Inglis, Hunter
   Completed.
4. ATV Trails (including K&P Trail) Opportunities and Promotion – Huetl, Bonello
   Deputy Mayor Huetl reported that there are no updates regarding this initiative however reported that the Ottawa Valley ATV Club plans to host a Ompah Fall Ride and more information will be provided closer to the date.
5. Advertising Initiatives to improve visitors coming to North Frontenac
   The MCD advised the EDTF that the 2026 Visitor Guide is ready and available. The MCD and Economic Community Development Student, Alyssa Borger, have been working on distributing the new Visitor Guides to the area businesses.

b) Youth Entrepreneurship

As a result of Councillor Mike Hage's Administrative Report for Youth Entrepreneurship Initiatives, Incentive & Retention Programs that was presented to Council on March 20, 2026 the MCD and Economic Community Development Student, Alyssa Borger created a draft brochure to connect youth with Frontenac Business Services where many resources exist for youth entrepreneurs. It was decided by the EDTF that due to potential changing of information, etc. that they did not agree with publishing the brochure and will continue to advise Youth to contact Frontenac Business Services regarding Entrepreneurship opportunities. The EDTF agreed that they would not take any further actions on the content in the Administrative Report as services already exist and would continue promoting Frontenac Business Services.

6. New Business

None.

7. Adjournment

a) Meeting adjourned at 11:14 a.m.

NOTE : The next meeting of the EDTF will take place on Monday, August 17, 2026 at 10:00 a.m. at the Municipal Council Chambers located at 6648 Road 506, Plevna.
Recommendations to Council
Be It Resolved That Council receives for information the July 20, 2026 Notes of the Economic Development Task Force (EDTF).

Received by Council onAugust 13, 2026.

Councillor John Inglis, Chair

Environmental Task Force Minutes

9:00 AM - Tuesday, June 30, 2026
Council Chambers

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

1. Call to Order

The Chair called the meeting to order at 9:03 a.m.

2. Traditional Land Acknowledgement

The Chair read the Traditional Land Acknowledgement.

3. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

4. Environmental Task Force Notes

a) ***Notes of the Environmental Task Force Meeting dated April 28, 2026 as approved via email and received for information at the May 21, 2026 Regular Meeting of Council.***

No comments.

5. Business Arising

a) ***Work Plan Update***

1. Short-term Rentals (STR) - Bruce Moore, Kate Surra and John Inglis

The Clerk/Planning Manager (CPM) provided an overview of the research completed including:

- the key reasons for implementing STR licensing in rural areas is to address environmental and health and safety concerns.
- public consultation is key to successfully implementing a STR licensing including targeted stakeholder meetings, surveys, open houses, etc.
- requirements for submitting an application vary between municipalities and are dependent on the reasons the program is being implemented. For example if

septic use is a concern you may wish to request a septic inspection report.
- a fee comparison has been started and the fees range from $350 to over $1,000. As the program is to be cost neutral we need to determine what the costs to implement and operate the program are and how many licenses will be issued to determine the cost per license
- enforcement varies by municipality and includes fines, court proceedings, administrative monetary penalties and demerit point systems.

Staff advised they do not have time to complete further research to provide a cost analysis or timeline for implementation and are recommending Council consider a consultant to assist with this. The Task Force requested an Administrative Report be provided to Council at the July 9, 2026 Council Meeting to request a consultant be considered to continue the project.

2. Septic Inspection Programs - Bruce Moore, Kate Surra, Roy Huetl and Fred Fowler

The Public Works Manager (PWM) advised the current voluntary septic program has exceeded the budget for this year. The CAO approved an additional 20% being added to the budget to permit additional inspections; however there were more requests. A report is being provided to Council to request additional funding for 2026 to provide for a total of 65 inspections. This is the best response to the program for quite some time. There has been a lot of education on the voluntary program from the North Frontenac Lake Association Alliance, Mississippi Rideau Septic System Office (MRSSO), etc. People are also aware of the mandatory program being discussed and are taking advantage of the voluntary program.

A report was provided to Council on the mandatory program at the time of sale which included four options. Council approved using a similar arrangement with the MRSSO as their office administers the voluntary program in the Township. The Township will be responsible for providing the list of properties to be inspected and MRSSO will be responsible for the administration and inspections. Enforcement will be completed by MRSSO in conjunction with the Chief Building Official (CBO). The costs for enforcement will be charged to the Township. A further report to Council will be provided with more details on the proposal including exemptions, proposed costs, user fees, agreement with MRSSO, etc. for further direction. It is anticipated these details will be provided to Council in August.

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

Resolution #164-26

Asselin provided an overview of the proposal. It is assumed that North Frontenac Township must proceed with the current Hydro One EV charging contract in order to remain compliant with financial grant conditions. It is also assumed the majority operational cost is related to fixed delivery charges which are not related to the amount of grid power used by the installed EV chargers. As such, the cost of a battery system would be mostly in addition to existing Hydro One ongoing costs.

Powerwall system required to charge a typical passenger car EV
System configuration (not including solar generation system): 4 Powerwall units
Approximate cost (including installation): $50,000 CAD
Maximum discharge rate: 46kW (approximately half of the existing L3 chargers)
Approximate time to charge car: 1 hour (twice as long as the existing L3 charger)

Powerwall system required to charge a typical pickup truck EV
System configuration (not including solar generation system): 4 Powerwall units + 3 DC expansion units
Approximate cost (including installation): $80,000 CAD
Maximum discharge rate: 46kW (approximately half of the existing L3 chargers)
Approximate time to charge pickup: 2 hours (twice as long as the existing L3 charger)

The Powerwall battery system can be charged via a solar generation system (priced separately) or via grid power. Battery charging rates are approximately half the discharge rate, therefore, 2 hours to recharge after a car charge and 4 hours to recharge after a pickup charge. Higher capacity systems, such as a Tesla Powerpack, can be chosen at a significantly higher cost. Non Tesla based systems would be less costly.

Net Metering Presentation/Report
The PWM with assistance from Asselin will be doing a presentation to Council in August accompanied by a report outlining the two options being net-metering option or load distribution. It is recommended a staff or volunteer person be responsible to track the system. The time would be limited but it needs to checked often to ensure the system is operating effectively and if it isn't the problem can be addressed.

4. Invasive Species - Roy Huetl, Fred Fowler and Mike Ward
No update at this time.

5. Community Engagement
The Summer Newsletter will provide an update on the Blue Box Recycling transition.

b) ***ALTO High Speed Train***

The Task Force discussed Alto's report on the comments received during the public consultation period. The northern route was found to have less impact on people and farmland but would have higher construction costs. They also discussed the Minister of Transport's direction to ALTO to develop a plan to asses a southern route option that includes a potential stop in Kingston. If Kingston is included as a stop the northern route would not be considered.

6. New Business

None.

7. Next Meeting Date

The Task Force decided due to the amount of business the July 28, 2026 meeting could be cancelled and they would meet again at their regularly scheduled August 25, 2026 meeting.

8. Adjournment

The meeting adjourned at 10:20 a.m.

Councillor Roy Huetl, Chair

Housing Advisory Task Force Minutes

9:00 AM - Wednesday, July 8, 2026
Council Chambers

Present:	Mayor Gerry Lichty (Chair); Councillor Wayne Good; JP Melville; Tom Hunter; and Steve Sunderland.
Absent with Regret:	Councillor John Inglis
Also Present:	Kelly Watkins, Dipl.M.A., Dipl.M.M., Treasurer and Brooke Ross, Dipl.M.A., Dipl.M.M., Manager of Community Development (MCD)

1. Call to Order

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

2. Traditional Land Acknowledgement

3. Disclosure of Pecuniary Interest and General Nature Thereof

None.

4. Housing Advisory Task Force Notes

a) Notes of the April 8, 2026 HATF Meeting as approved via email and were received for information at the May 1, 2026 Regular Meeting of Council.

5. Business Arising

6. New Business

a) Mayor - Costs to Build "affordable" Housing

The Housing Advisory Task Force (HATF) discussed a potential option in regards to building housing in North Frontenac (see attached). The HATF determined that the Township does not have the capability, expertise or financial ability for this draft concept.

North Frontenac - HATF - Lichty Costing - July 6, 2026

b) Mayor - Alternative Approaches to Building Housing

The HATF discussed ways of promoting North Frontenac as a great place to live and build and or buy homes in our area that need repairs. We have great services, and there are remote work opportunities, etc. It may be an interesting way to indirectly building housing. The HATF discussed costing for a potential study to look at resident attraction and community growth opportunities. The Manager of Community Development will put together a draft proposal for the HATF to review at the next meeting.

c) Concept - North Frontenac Housing EXPO

The HATF discussed a draft concept in regards to a North Frontenac Housing EXPO. The HATF would like more time to review the concept and look at this further at the next meeting, for potential future recommendations to Council.

Housing EXPO Mockup

7. Adjournment

a) Meeting adjourned at 10:02 a.m.

Recommendations to Council
Be It Resolved That Council receives for information the July 8, 2026 Notes of the Housing Advisory Task Force (HATF).

Received by Council on August 13, 2026.

Mayor Gerry Lichty, Chair

Housing Proposal - HATF - Lichty

Proposal - Basics

- 6 houses of 800-1,000 sq.ft. so use average of 900 sq. ft.
- constructed as 2 groups of 3 houses, each parcel on 3 acres
- add 1 acre for cul de sac style access and end turn around
- total acreage = 7 acres

- each develoment has one septic system and one well
- each unit has own hydro service, driveway, front access ramp/stairs, small rear/side deck

- rental based on 85% average occupancy
- monthly rent set at $1,350/month
- annual capital reserve contribution at 2%
- mortgage rate set at 4.84%, $0 down, 25 year term

Item	Assigned Cost
Capital Cost - Land	$ 100,000.00
Capital Cost - Dwelling Units (6 x 900 sq. ft. x $400/sq. ft.)	$ 2,160,000.00
Septic Systems, Wells ($85,000 x 2 develpments)	$ 160,000.00
Hydro	$ 60,000.00
Access Roadway	$ 60,000.00
Site Prep, Foundations, Unit Install, Driveways, Landscaping, Etc. (6 x $40,000)	$ 240,000.00
Approvals, Studies, Permits	$ 60,000.00
Legal	$ 15,000.00
Contingency at approx 4%	$ 100,000.00
Total Estimated Capital Cost	**$ 2,955,000.00** ($492,500/house)

Item	Assigned Cost

Annual Operatng Income		
Rental Income		
6 units x $1,350/month x 12 months x 85%	$	82,620.00
Total Operating Income	**$**	**82,620.00**
Annual Operating Expenses		
Property Taxes	$	9,000.00
Insurance	$	9,000.00
Legal	$	3,000.00
On-Site Maintenance		----
Property Management and Maintenane	$	25,000.00
Capital Reserve Contribution (Approx 2% of Capital of $2,160,000)	$	40,000.00
Miscellaneous Contingency	$	5,000.00
Total Annual Expenses	**$**	**91,000.00**

Mortgage		
Mortgage - Principal - $2,955,000		
Annual Mortgage Payment ($16,920 x 12)	$	203,040.00
(25 year term, 4.84%, $0 down, monthly)(TD On-Line Calculator)		
Total Estimated Annual Mortgage Cost	**$**	**203,040.00**

Summary		
Total Estimated Annual Income	$	82,620.00
Total Estimated Annual Expenses	$	91,000.00
Total Estimated Annual Mortgage	$	203,040.00

Concept Proposal: The Township of North Frontenac Housing EXPO

Prepared for the Housing Advisory Task Force

July 8, 2026

Overview:

To support the HATF's goal of increasing housing supply and awareness, this proposal outlines a one-day "Housing EXPO" designed to connect residents, builders, suppliers, and municipal staff in a practical, accessible setting. The event will showcase a range of attainable housing solutions, from tiny homes and modular builds to traditional construction, while helping residents better understand the full building process including costs, timelines, and regulatory requirements. By bringing together key players in one place, the EXPO aims to reduce common barriers to housing development such as lack of information, limited industry connections and uncertainty around approvals. Beyond education, the event is intended to foster relationships between the Township, local industry and the community, creating a more collaborative and informed environment for future housing development in North Frontenac.

Event Snapshot:

Timing: Mid-to-late August (Saturday preferred)

Location: Clar Mill Hall, rink and the adjacent outdoor space

Duration: 10am-4pm

Admission: Free to the public (or $5 entrance fee)

Objectives:

The main objectives of this event are to promote diverse and attainable housing options, to support local builders, contractors and suppliers, educate residents on building processes, costs and regulations, encourage collaboration between the Township and housing stakeholders, and to position the Township as proactive and solutions oriented.

Event Layout & Experience:

1. Clar Mill Hall – "Planning & Education Section"
    a. Township Planning & Building department booths
    b. Electricity dependent booths (i.e. financial institutions, consultants)
    c. Information sessions (hourly) (?)
        i. "How to get a Building Permit"
        ii. "Zoning 101: What can you build?"
        iii. "Funding & Financing Options
    d. Mortgage brokers, financial advisors and housing organizations
2. Rink – "Builder Showcase"
    a. Local builders, general contractors
    b. Tiny home and modular housing companies
    c. Siding, roofing, insulation and eavestrough providers

    d. Heating and energy-efficient building solutions

3. Outdoor area – “Demonstration & Community Zone” (if feasible)
    a. Equipment demonstrations (excavation, site preparation)
    b. Prefab or tiny home displays
    c. Food vendors and informal seating

Potential Exhibitors/Invitees

- Tiny home and modular housing companies
- Local builders and contractors
- Excavation and site preparation companies
- Siding, roofing and eavestrough providers
- Hardware stores (i.e. Home Hardware)
- Heating and energy providers (wood stoves, HVAC, heat pumps, etc.)
- Financial institutions (mortgages, construction loans)
- Real estate professionals
- Planning consultants and designers
- Township Planning and Building staff

Programming Highlights

- Expert panel: “The Future of Housing in North Frontenac” (if feasible or applicable)
- “Ask a Planner/Inspector” Q&A booth
- Workshops on budgeting, timelines and hiring contractors (if feasible or applicable)
- Local success stories from homeowners and builders (if feasible or applicable)

Marketing Strategy

Target Audience: Homeowners, first-time buyers, builders, trades, and investors

Channels: Township website and social media; local newspaper; posters in community hubs and local businesses; direct outreach to builders and suppliers; partnerships with local retailers and industry groups.

Branding Concept: “*Build Your Future Here: North Frontenac Housing EXPO*”

Cost Estimations:

- Venue setup: $500
- Marketing & Promotion: $500
- Speaker honorariums (optional): $0-$1,000
- Total estimate: $1,000 - $2,000

Revenue & Partnerships:

- Optional booth fees ($20-$75 per exhibitor)
- Sponsorship opportunities (local businesses, financial institutions)

- In-kind contributions (equipment, advertising, materials)
- Entrance Fees

Why this works:

This works because it is cost conscious, as it uses existing facilities and minimizes infrastructure needs; accessible as it is free, local and family friendly; practical as it provides clear, actionable information for residents; economic as it supports local trades and businesses; and is scalable as it can grow into an annual signature event.

Next Steps (if HATF wants to proceed with recommending to Council):

- Confirm date and facility availability
- Develop exhibitor outreach list
- Secure initial sponsors and partners
- Launch marketing campaign (ideally 8-10 weeks prior)
- Finalize event layout and programming

Closing:

This Housing EXPO positions North Frontenac not only as a regulator, but as a facilitator of housing solutions. By creating a space where residents, builders and industry professionals can connect directly, the Township demonstrates leadership in addressing housing challenges in a practical and community focused way.

The event is intentionally designed to be cost-conscientious, scalable and locally grounded; making it a strong candidate for an annual initiative that evolves over time. As interest grows, the EXPO could expand to include additional partners, demonstrations and regional participation, further strengthening its impact.

Ultimately, this initiative is about more than a single event; it is an opportunity to build momentum, increase confidence in the developmental process and support a shared commitment to making housing more attainable in North Frontenac.

-Alyssa Borger, Community/Economic Development Student

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:** • Update Council on County Council Activities and Decisions
Portfolio: North Frontenac Lake Association Alliance (NFLAA)	**Responsibility:** • Council Liaison
Portfolio: Municipal Services Corporation	**Responsibility:** • Provide Updates from the Board of Directors

Councillor Wayne Good – Ward 1

Portfolio: Township of North Frontenac	**Responsibility:** • Municipal Road Inspector
Portfolio: Lake Associations – Ward 1 Lakes	**Responsibility:** • Council Liaison

Councillor Mike Hage – Ward 1

Portfolio: Lakelands Family Health Team	**Responsibility:** • Council Liaison
Portfolio: Lake Associations – Ward 1 Lakes	**Responsibility:** • Council Liaison

Deputy Mayor Roy Huetl – Ward 2

Portfolio: Committee of Adjustments/Planning Advisory Committee	**Responsibility:** • Council Liaison
Portfolio: Mississippi Valley Conservation Authority (MVCA)	**Responsibility:** • Board Member
Portfolio: Lake Associations – Ward 2 Lakes	**Responsibility:** • Council Liaison

Councillor Vernon Hermer – Ward 2

Portfolio: Lake Associations – Ward 2 Lakes	**Responsibility:** • Council Liaison

Councillor Fred Fowler - Ward 3

Portfolio: Eastern Ontario Trails Alliance (EOTA)	**Responsibility:** • Board Member
Portfolio: North Frontenac Trails Enhancement	**Responsibility:** • Provide updates to Council
Portfolio: County Business – Second Member	**Responsibility:** • Update Council on County Council Activities and Decisions
Portfolio: Lake Associations – Ward 3 Lakes	**Responsibility:** • Council Liaison
Portfolio: Seniors And Law Enforcement Together (SALT)	**Responsibility:** • Provide updates to Council
Portfolio: Frontenac Ontario Provincial Police (OPP)	**Responsibility:** • Council Representative on the Frontenac OPP Detachment Board

Councillor John Inglis – Ward 3

Portfolio:	**Responsibility:**
Lake Associations – Ward 3 Lakes	• Council Liaison

The Corporation of the Township of North Frontenac

By-law # 2026-42

To Close, Stop up and Sell a Parts of the 66' Road Allowances

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

And Whereas notice of this By-law has been posted at least ten days prior to the meeting on the Township Website; and on the said road allowance; and in the case of the Old Township Road and the Road Allowance between Ranges in the Frontenac News;

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

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

1. Those Parts of the 66' original road allowances described in Schedule "A" be and the same are hereby permanently closed.

2. That Part of the said 66' original road allowance shall be sold to the adjoining owner as follows:

    a) **Part 5 on Registered Plan 13R-11394** as a lot addition to the lands described as Part of Lot 36, Concession 13, geographic Township of Clarendon being Part 4 on Registered Plan 13R-11394 for the purchase price of $5,268.85 plus $684.95 (HST) for a total of $5,953.80;

    b) **Part 2 on Registered Plan 13R-14741** as a lot addition to the lands described as PIN 36178-0066 for the purchase price of $7,184.75 plus $934.02 (HST) for a total of $8,118.77;

    c) **Parts 3 and 5 on Registered Plan 13R-23424** as a lot addition to the lands described as PIN 36189-0096 for the purchase price of $7,992.85 plus $1039.07 (HST) for a total of 9.031.92;

    d) **Part 4 on Registered Plan 13R-23424** as a lot addition to the lands described as PIN 36189-0095 for the purchase price of $7269.07 plus $944.98 (HST) for a total of $8,214.05;

    e) **Part 2 on Registered Plan 13R-23343** as a lot addition to the lands described as PIN 36188-0890 for the purchase price of $3,722.42 plus $483.91 (HST) for a total of $4,206.33

3. The Mayor or Deputy Mayor and the Clerk or Deputy Clerk of The Corporation are hereby authorized to sign or execute such deeds or other documents as may be necessary to effect conveyance of that Part of the said 66' original Road Allowance described in Schedule "A".

4. The Clerk shall cause a certified copy of this By-law to be registered on the title to that Part of the 66' original Road Allowance hereby permanently closed.

5. That Schedule "A" forms part of this By-law.

6. That David Munday, legal counsel for The Corporation, is hereby authorized to

amend Schedule “A” descriptions as may be required to carry out the intended transaction and finalize the registration of this By-law.

7. This By-law shall come into force and take effect upon registration of a certified copy of this By-law pursuant to the Municipal Act Section 34, Subsection 1.
8. All resolutions, by-laws or parts of by-laws which are contrary to or inconsistent with this by-law are hereby repealed.

Read a first and second time this 13th day of August, 2026.

Read a third time and finally passed this 13th day of August, 2026.

_____
Gerry Lichty, Mayor

_____
Tara Mieske, Clerk

Schedule A

All That Part of the Shore Road Allowance abutting Sand Lake and adjoining Lot 36, Concession 13, geographic Township of Clarendon, being Part 5 on Registered Plan 13R-11394 (Sand Lake);

All That Part of the Shore Road Allowance abutting Kashwakamak Lake and adjoining Lot 307, Registered Plan 1045, geographic Township of Barrie, being Part 2 on Registered Plan 13R-14741 (Kashwakamak Lake);

All That Part of the Road Allowance described as part of the Road Allowance between Lot 31, South West Range and Lot 31 North East Range, geographic Township of Clarendon, being Parts 3, 4 and 5 on Registered Plan 13R-23424;

All That Part of the Old Township Road Allowance described as part of Lot 26, South West Range in the geographic Township of Clarendon, being Part 2 on Plan 13R-23343.

The Corporation of the Township of North Frontenac

By-Law Number 2026-43

Being a By-law to Establish a Site Plan Control By-Law within the Township of North Frontenac; and Repeal By-Law Numbers 20-20 and 20-21

Whereas Section 41(2) of the *Planning Act*, R.S.O. 1990, c. P. 13, as amended, permits the Council of a local municipality, where in an approved Official Plan, an area is shown or described as a proposed site plan control area, to designate such area as a site plan control area;

And Whereas such by-law may also define any class or classes of development that may be undertaken without the approval of plans and drawings otherwise required;

And Whereas Council deems it desirable to designate all of the lands within the limits of the Township of North Frontenac as a site plan control area and exempt from approval the classes of development as provided herein;

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

1. That Schedule A as follows, is hereby deemed to be and to constitute the Site Plan Control By-law for the Township of North Frontenac;

2. That By-law Number 20-20 Being the Site Plan Control Securities By-Law and By-Law Number 20-21 being the Site Plan Control By-Law are hereby repealed;

3. That all Resolutions, By-Laws or parts of By-Laws, which are contrary to or inconsistent with this By-Law are hereby repealed; and

4. This By-Law shall come into force and take effect on the final passing thereof.

Read a first and second time this 13th day of August, 2026

Read a third time and finally passed this 13th day of August, 2026

_____
Gerry Lichty, Mayor

_____
Tara Mieske, Clerk

Schedule A to By-Law Number 2026-43

1. Title and Administration and Enforcement

1.1. Title of By-law

This By-Law may be sited as the “Site Plan Control By-Law”.

1.2. Lands Subject to the By-Law

The provisions of this By-Law and Section 41 of the Planning Act, R.S.O. 1990, c.P.13, as amended, shall apply to all lands lying within the corporate limits of the Township of North Frontenac.

1.3. Administration

1.3.1. Despite any provisions of any other By-Law of the Township of North Frontenac to the contrary, no building permit shall be issued until the plans and drawings required by this By-Law have been approved by the authorized officer, employee or agent of the Township, or where a referral has been made to the Ontario Land Tribunal, an order of the Tribunal or an order of a Court of competent jurisdiction. In addition, no permit may be issued until any Site Plan Control agreements required by the Township of North Frontenac for such development have been executed and registered on title.

1.3.2. Nothing in this By-Law shall prevent development on any lands subject to this By-Law where such development is proceeding in accordance with a valid building permit that was issued by the Township of North Frontenac prior to the passing of this By-Law.

1.3.3. Only the values provided with metric units of measurement that appear in the By-Law are official.

1.3.4. For the purposes of this By-Law, words used in the present tense also include the future; words in the singular also include the plural and words in the plural include the singular; words in the neutral gender include the masculine and the feminine; and the word “shall” is mandatory.

1.3.5. This By-Law shall be administered by the Township Clerk, or in the absence of the Clerk, the Deputy Clerk.

1.4. Enforcement

1.4.1. Any person who contravenes any of the provisions of Section 41 of the *Planning Act*, or its successors thereto, or the provisions of this By-Law shall be guilty of an offence and upon conviction shall be liable to the penalties under the *Planning Act*, or its successors thereto.

1.4.2. If any section, clause, or provision of this By-Law is, for any reason, declared by a Court of competent jurisdiction to be invalid, the same shall not affect the validity of the By-Law as a whole or any part hereof other than the section, clause or provision so declared to be invalid. It is the intention that the remaining sections, clauses and provisions of this By-Law shall remain in full force and effect until repealed, despite those one or more provisions that have been declared to be invalid.

2. Definitions

In this By-Law, unless the context requires otherwise, the following definitions and interpretations shall apply:

Agri-tourism uses means those farm-related tourism uses, including limited accommodation such as a bed and breakfast, that promote the enjoyment, education or activities related to the farm operation.

Agriculture-related Uses means those farm-related commercial and farm-related industrial uses that are directly related to farm operations in the area, support agriculture, benefit from being near farm operations, and provide direct products and/or services to farm operations as a primary activity.

Development means the construction, erection or placing of one or more buildings or structures on land or the making of an addition or alteration to a building or structure that has the effect of substantially increasing the size or usability thereof, or the laying out and establishment of a commercial parking lot or of sites for the location of three or more trailers as defined in the *Municipal Act*, or of sites for the location of three or more mobile homes as defined in the *Planning Act* or of sites for the construction, erection or location of three or more land lease community homes as defined in the *Planning Act*.

Intensive Livestock Facility means an agricultural operation involving the rearing of animals that is designed to maximize production and minimize costs, and where animals are often confined indoors under strictly controlled conditions.

On-farm Diversified Uses mean uses that are secondary to the principal agricultural use of the property and are limited in area. On-farm diversified uses include, but are not limited to, home occupations, home industries, agri-tourism uses, and uses that produce value-added agricultural products.

Township means The Corporation of the Township of North Frontenac.

3. General Provisions

The following types of development shall be subject to Site Plan Control:

a) Commercial development, including recreational tourism uses such as, but not limited to, campgrounds, trailer parks, golf courses, and marinas.

b) Industrial development, including contractor's yards.

c) Institutional development, including community facilities, schools, and long-term care homes.

d) Residential development that contains more than 10 dwelling units on a single parcel of land.

e) Residential development containing fewer than 10 dwelling units on any parcel of land that is within 120 metres of a wetland, an inland lake, or a river or stream valley that has depressional features associated with a river or stream, whether or not it contains a watercourse.

f) An intensive livestock facility.

g) Agri-tourism uses, agriculture-related uses, and on-farm diversified uses that involve a commercial or manufacturing component, or that provide on-site goods or services for sale to the public.

4. Exemptions

The following classifications of development shall be exempt from Site Plan Control:

a) Principal residential dwellings, and any permitted accessory residential units, except where the development is proposed on a site with, or in proximity to, identified natural heritage features, natural hazards, or known archaeological deposits, the protection of which requires the registration of a Site Plan Control Agreement on title.

b) Bed and breakfast establishments with three or fewer rooms for rent.

c) Expansion of an existing commercial, industrial, or institutional development that does not increase the useable floor area of a building by more than 20 square metres (215 square feet) or 10 percent of the total floor area of the building,

whichever is less. This exemption does not apply to any existing structure that is equal to or greater than 232 square metres (2,500 square feet) in area.

d) The placement of a portable classroom on a school site of a district school board.

e) Interior building alterations.

f) Exterior building alterations that only affect the façade of existing buildings and do not change any other site elements.

g) Works that are required to comply with the *Fire Protection and Prevention Act* and its regulations, or an order issued thereunder.

h) Signs and temporary construction buildings placed in accordance with any applicable By-Law.

i) Agricultural uses, except for those uses noted in Section 3.

j) Public works or utilities.

k) Any structure erected for flood or erosion control purposes.

l) Any forestry or conservation use.

m) A cemetery.

n) A wayside pit or quarry.

o) A portable sawmill.

5. Application Submission Material

All lands subject to Site Plan Control must submit, for the review and approval of the Township of North Frontenac, graphic rendering(s), that include at a minimum the following:

a) Drawings showing the location of all buildings and structures to be erected and showing the location of all facilities and works (i.e., physical infrastructure), including all facilities designed to have regard for accessibility for persons with disabilities.

b) Drawings showing floor plans, elevations, and cross-section views for each building that are sufficient to display:

   i. The massing and conceptual design of the proposed building(s);

   ii. The relationship of the proposed building(s) to adjacent buildings, streets, and exterior areas to which members of the public have access;

   iii. The provision of interior walkways, stairs, elevators, and escalators to which members of the public have access from streets, open spaces, and interior walkways in adjacent buildings;

   iv. Exterior access and design of the building(s) or portions of the building(s) containing affordable housing; and

   v. Facilities designed for persons with disabilities.

c) Drawings showing sustainable design elements on any adjoining highway under a municipality's jurisdiction, including without limitation, trees, shrubs, hedges, plantings or other ground cover, permeable paving materials, street furniture, curb ramps, waste and recycling containers and bicycle parking facilities.

d) Drawings showing all elements of site design, including, but not limited to:

   i. All vehicle access points;

   ii. All walkways, ramps, and pedestrian access points;

   iii. All off-street loading spaces and parking areas;

   iv. Location of all lighting structures;

   v. Landscaping of the property for the protection and/or screening of adjoining lands, water bodies or natural heritage features, including the type of vegetation and techniques to be used, the existing vegetation that is to be preserved, and any structures such as walls, fences or barriers that are to be used; and,

   vi. The location and type of facilities and enclosures for the storage of recyclables, garbage, and other waste materials.

e) A grading plan for the property to illustrate how storm, surface and waste waters will be disposed of to prevent erosion or flooding, including the period during construction of the project. Plans will show the location and connections for all services to municipal services, including elevations and inverts.

f) Any other drawings, plans, studies, and information as required by the Township's Official Plan and/or identified through Pre-Application Consultation.

6. Conditions

As a condition of approval of the plans and drawings for the development or redevelopment of land, the Township of North Frontenac may require the dedication of land for:

a) Park or other recreational purposes, or the payment of money in lieu of land in the amount not exceeding two percent for commercial or industrial uses and five percent for all other uses.

b) The widening of any municipal road allowance.

c) Easements conveyed to the municipality for the construction, maintenance or improvement of watercourses, ditches, land drainage works, sanitary sewage facilities and other public utilities of the municipality or local board thereof on the land.

7. Registration of Agreements

The Owner shall enter into an agreement with the Township of North Frontenac dealing with and ensuring the provision of any or all of the facilities, works or matters required in this By-law or the *Planning Act*. Any agreement or amendment of any agreement entered into in accordance with this By-Law, shall be registered against the title of the land to which it applies at the cost of the Owner.

8. Lapsing of Approval

a) Site Plan Control approval, referenced as the Township of North Frontenac's execution of all agreements and documents, lapses and is of no force or effect:

   i. Where a building permit is required for the development, at the expiration of three years from the date of approval if no building permit is issued for development, or a building permit has been revoked; and

   ii. Where no building permit is required but the construction of the development has not been completed within three years of the date of the approval.

b) The lapse of an approval is effective upon the date of sending written notice by the Township of North Frontenac to the Owner by registered mail to the Owner's

last known address revoking the approval, or where an agreement has been registered, upon the registration of a notice that the approval is revoked and the agreement is terminated, unless the Township of North Frontenac agrees in writing to an extension. The request for an extension must be submitted in writing by the Owner to the Township of North Frontenac.

9. Securities

a) General As a condition of site plan approval, the Township may request securities to ensure that site works comply with the approved plans and all obligations to the Township are fulfilled. Securities are collected to ensure that works identified in the Site Plan Control Agreement are carried out in accordance with the Site Plan Control Agreement. Following the completion of a development and all required works, the property owner may apply to the Township to verify that all works are completed as required by the Site Plan Control Agreement and all obligations to the Township are fulfilled. Following this determination, securities will be released.

b) Calculating Financial Securities

The following formula shall be used to calculate the financial securities required for Site Plan Control:

Site Plan Application Type	Internal Works	All External Works	Landscape
Industrial, Commercial, Institutional	50% of Engineering Cost Estimate, not to be less than $10,000 and up to a maximum of $100,000	100% of Engineering Cost Estimate	50% of Landscape Cost Estimate
Residential	50% of Engineering Cost Estimate, not to be less than $3,000	100% of Engineering Cost Estimate	50% of Landscape Cost Estimate

Internal works include all works performed within the property limits of the site. All external works refers to any works external to the property, on either public or private lands, required to complete the site plan. Works to be considered in the Engineering Cost Estimate shall include but are not limited to grading, paving, landscaping, fencing, lighting, stormwater management, sewage, entrances, roadways, signage. Where a landscape architect is required a Landscape Cost Estimate shall be required; where it is deemed by the Township Planning Department that a Landscape Architect is not required, any landscaping costs shall be considered in the Engineering Cost Estimate.

The cost estimate shall not include the cost of any buildings for internal works.

Additional Site Plan Control Agreements to the Site Plan Control Agreement may be required prior to work being completed on Township property.

c) Estimate of Works

An estimate itemizing each cost shall be submitted at the time of application submission; an application for Site Plan Control will not be deemed complete until received. The costs will be reviewed by applicable staff for approval and the Township may require an estimate of works to be peer reviewed as a requirement of a site plan control agreement. An Engineering Cost Estimate must be provided by a consulting Professional Engineer (P.Eng) or a Landscape Architect.

d) Submission of Securities

The securities must be provided to the Township by certified cheque, debit, cash, or irrevocable Letter of Credit of a Canadian chartered bank or other financial security in the form satisfactory to the Township. Securities shall be provided at the time the Site Plan Control Agreement is entered into and prior to the commencement of works on the property or issuance of a building permit.

e) Release of Securities

When a partial release of securities is requested, the applicant shall provide the required evidence the works have been completed in accordance with the approved site plan; this may come in the form of a revised engineering cost estimate or landscape cost estimate reflecting works that have been completed or stamped engineering, architect or landscape architect drawings confirming that the works have been completed in accordance with the approved plan. A cover letter requesting inspections and security reduction or release shall be submitted with the required evidence. The Township will coordinate the required inspections of the property with the appropriate person to confirm and the securities will be returned to the owner after the inspection and approval of the works. The Township will ensure that 50% of the costs for the remaining works to be completed on-site and 100% of costs for the remaining works to be completed off-site remain and are not below the amount required to complete any deficiencies.

Upon completion to the satisfaction of the Township of the works to be constructed and the performance of all other obligations under the Site Plan Control Agreement, the security or balance thereof remaining shall be returned.

f) Draw Down on Securities

The Township shall not draw down on the security unless the owner is in default in the performance of works or an obligation under the Site Plan Control Agreement. If such default continues for more than a set number of days prescribed in the Site Plan Control Agreement and after the Township delivers written notice to the owner requiring the owner to remedy the default, the Township may draw down from the security to remedy the works. This shall be outlined in the Site Plan Control Agreement.

The Corporation of the Township of North Frontenac

By-Law #2026-44

Being a By-law to Authorize the Mayor and the Clerk to Sign the Medical Service Agreement with Dr. Mas'ud Adewusi

Whereas at their meeting on May 1, 2026, Council passed Resolution #148-26 approving the request to provide an incentive of $15,000 per year for five years for a new physician at the Lakelands Family Health Team upon entering into a Medical Service Agreement;

Now Therefore the Council of the Corporation of the Township of North Frontenac deems it expedient to authorize the Mayor and Clerk to sign the Medical Service Agreement with the Dr. Mas'ud Adewusi; and that said Agreement shall be attached heretofore as Schedule A;

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

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

Read a first and second time on **August 13, 2026**

Read a third time and finally passed on **August 13, 2026**

_____
Gerry Lichty, Mayor

_____
Tara Mieske, Clerk

THIS MEDICAL AGREEMENT made this 1st day of September, 2026

B E T W E E N:

THE CORPORATION OF THE TOWNSHIP OF NORTH FRONTENAC
(the "Township")

OF THE FIRST PART

-and-

DR. MAS'UD ADEWUSI
(the "Doctor")

OF THE SECOND PART

WHEREAS the Township lacks a sufficient number of family physicians to provide medical services to the Township and the Township desires to ensure that its residents have access to high-quality medical services; and

AND WHEREAS, the Doctor is a licensed and qualified medical practitioner in the Province of Ontario who is willing to provide such services to the residents of the Township;

NOW THEREFORE WITNESSETH that in consideration of the mutual covenants and agreements contained herein and other good and valuable consideration, the parties agree with each other as follows:

In this Agreement,

1) Scope of Services

    a) The Doctor agrees to provide the following full-time medical services ("Services") to the residents of the Township:

        i) General medical consultations and treatments.
        ii) Preventative health services.
        iii) Health education and promotion activities.
        iv) Complete all necessary documentation, including insurance forms and other administrative tasks.
        v) Maintain accurate and complete patient records.
        vi) Follow all relevant professional and ethical standards.
        vii) Any other medical services as mutually agreed upon by the Parties
        viii) The Services shall be provided at the Northbrook Medical Centre located at 12357 Hwy 41, Northbrook, ON K0H 2G0, and 31 Central Street, Denbigh, ON, K0H 1L0, and, if necessary, at other locations within the Township as agreed upon by the Parties.

2) The Term

    a) This Agreement shall commence on September 1st, 2026 and continue for a period of five (5) years of full time services, unless terminated earlier in accordance with the provisions of this Agreement.

3) Compensation

    a) In consideration of the Services provided by the Doctor, the Township agrees to pay the Doctor a fee of fifteen thousand ($15,000.00 CAD) dollars per year for the term of this agreement. Payments occurring on the 1st of September of each year for a total of seventy-five thousand ($75,000.00 CAD) dollars. With the first payment being made on the commencement date of September 1st, 2026, and the last payment being made on September 1st, 2030.

4) Duties and Obligations

    a) The Doctor shall perform the Services in accordance with the highest standards of medical practice and in compliance with all applicable laws, regulations, and professional standards.

b) The Doctor shall have access to the premises of the Northbrook Medical Centre located at 12357 Hwy 41, Northbrook, ON K0H 2G0 and 31 Central Street, Denbigh, ON, K0H 1L0, where he practices and to the books and records related to his practice.

5) Termination

a) Termination With Cause - The Township may terminate this agreement at any time for cause without notice or payment in lieu of notice. In such a case, the Township shall have no further obligation to the Doctor, other than the Doctor shall be entitled payment on a per day basis for the days of the current year worked on a full-time basis at an amount of $41.10 dollars a day. All other amounts prepaid by the Township to the Doctor under this agreement for the year of termination shall be refunded to the Township and due and payable forthwith upon demand by the Township together with interest from the date of demand at the rate of 15 per cent per annum calculated annually. Conduct which constitutes just cause includes, but is not limited to:

i) a material breach of this Agreement (including but not limited to the failure of the Doctor to practice medicine in the Township of Addington Highlands or failing to complete the term of service required in this agreement);
ii) the laws of Canada, including but not limited to the Human Rights Code, R.S.O. 1990, c. H.19);
iii) the Township's policies;
iv) theft, dishonesty, or falsifying records;
v) intentional destruction, improper use, or abuse of the Township's property; and
vi) any other serious misconduct that puts the Township or its staff or personnel, including its reputation, at risk.

b) Termination Without Cause - The Township may terminate this Agreement at its sole discretion for any reason upon providing the Doctor with reasonable notice, both Parties agree that reasonable and sufficient notice of termination of this Agreement by the Township is one (1) month. In such a case, the Township shall have no further obligation to the Doctor, other than the Doctor shall be entitled payment on a per day basis for the days of the current year worked on a full-time basis at an amount of $41.10 dollars a day. All other amounts prepaid by the Township to the Doctor under this agreement for the year of termination shall be refunded to the Township and due and payable forthwith upon demand by the Township together with interest from the date of demand at the rate of 15 per cent per annum calculated annually.

c) Notwithstanding paragraph no 5. (a) & (b) of this agreement, the Township, in its sole and absolute discretion, may reduce any refund required to be paid by the Doctor or may agree on reasonable repayment terms of such refund in the event that the Doctor commences to practice medicine in the Township of Addington Highlands and does not complete the full term of service as provided in this agreement for reasons not within the control of the Doctor or otherwise on compassionate grounds to be determined by the Township.

6) Insurance

a) The Doctor shall maintain professional liability insurance in an amount satisfactory to the Township in their absolute discretion.

b) The Doctor shall provide the Township with a certificate of insurance evidencing such coverage upon request.

c) The Doctor shall promptly notify Township of any claims or potential claims arising out of or related to its provision of services under this agreement and shall cooperate fully with Township in the defense of any such claims.

7) Confidentiality

a) The Doctor agrees to maintain the confidentiality of all patient information and records in accordance with applicable laws and regulations.

b) The Township agrees to maintain the confidentiality of any proprietary information provided by the Doctor.

8) Independent Contractor

a) The Doctor is an independent contractor and not an employee of the Township. Nothing in this Agreement shall be construed to create an employer-employee relationship between the Parties.

b) The Doctor acknowledges that they are an independent contractor and that this agreement does not create an employment, partnership, or agency relationship with the Township. The Doctor shall be solely responsible for the payment of all taxes, fees, deductions required by law and expenses related to their services.

9) Indemnification

a) The Doctor agrees to indemnify, defend, and hold harmless the Township and its officers, employees, and agents from and against any and all claims, liabilities, damages, losses, and expenses, including reasonable lawyer fees, arising out of or in any way connected with the performance of the Services by the Doctor.

b) The Doctor agrees to indemnify and hold Township harmless from any claims or liabilities arising out of Doctor's failure to comply with any applicable tax laws.

10) Miscellaneous

a) This Agreement constitutes the entire agreement between the Parties with respect to the subject matter hereof and supersedes all prior agreements, understandings, and representations.
b) This Agreement may be amended only by a written instrument signed by both Parties.
c) This Agreement may be executed in counterparts. Electronic signatures are binding and are considered to be original signatures.
d) This Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario.
e) Any notices required or permitted under this Agreement shall be in writing and shall be deemed given when delivered in person, sent by certified mail, or sent by recognized courier service to the addresses of the Parties set forth above.
f) The Doctor acknowledges that he has been given an opportunity to seek independent legal advice, or such other advice as he may desire, prior to entering into this agreement. The Doctor acknowledges that he has entered into this Agreement freely, voluntarily and without duress.

IN WITNESS WHEREOF the parties have affixed their seals and executed this Agreement as at the date first set out above.

SIGNED, SEALED AND DELIVERED
IN THE PRESENCE OF

THE CORPORATION OF THE
TOWNSHIP OF NORTH FRONTENAC

_____
Gerry Lichty, Mayor

_____
Tara Mieske, Clerk

We have authority to bind the Corporation

The undersigned accepts the terms hereof and certifies that he is a qualified Doctor:

_____ _____
Witness Signature Dr. Mas'ud Adewusi

The Corporation of the Township of North Frontenac

By-Law #2026-45

Being a By-law to Amend By-law #2026-06 being a By-law to Provide for the Adoption of the Estimates for the Sums required during the year 2026 for the purposes of the Township of North Frontenac and to provide for the adoption of tax rates and to further provide for penalty and interest in default of payment thereof for 2026

Whereas at their meeting on January 16, 2026, Council passed By-law #2026-06 being the Tax Rate By-law;

And Whereas the Treasurer has advised Schedule “A” is incorrect and needs to be amended;

Now Therefore the Council of the Corporation of the Township of North Frontenac deems it expedient to amend By-law #2026-06 and Schedule “A” shall be replaced with Schedule A attached hereto;

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

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

Read a first and second time on **August 13, 2026**

Read a third time and finally passed on **August 13, 2026**

_____
Gerry Lichty, Mayor

_____
Tara Mieske, Clerk

Township of North Frontenac
2026 Taxation Year
TAX RATES

BASED ON $ 7,825,995 TO BE RAISED FOR MUNICIPAL TAXATION

CLASS	DESCRIPTION	MUNICIPAL	COUNTY	EDUCATION	TOTAL
CT	Commercial	**0.00812106**	0.00229301	0.00880000	0.01921407
CU	Commercial (Excess Land)	**0.00568474**	0.00160511	0.00880000	0.01608985
CX	Commercial (Vacant Land)	**0.00568474**	0.00160511	0.00880000	0.01608985
XT	Commercial New Construction	**0.00812106**	0.00229301	0.00880000	0.01921407
XU	Commercial New Construction (Excess)	**0.00568474**	0.00160511	0.00880000	0.01608985
CO	Commercial - On Farm Business 2	**0.00203027**	0.00057325	0.00220000	0.00480352
FT	Farmlands	**0.00203027**	0.00057325	0.00038250	0.00298602
IT	Industrial	**0.00812106**	0.00229301	0.00880000	0.01921407
IX	Industrial (Vacant Land)	**0.00527869**	0.00149046	0.00880000	0.01556915
I0	Industrial - Small Scale on Farm Business 2	**0.00203027**	0.00057325	0.00220000	0.00480352
I7	Industrial - Small Scale on Farm Business 1	**0.00203027**	0.00057325	0.00220000	0.00480352
VT	Industrial - Aggregate Extraction	**0.00812106**	0.00229301	0.00511000	0.01552407
RT	Residential/Farm	**0.00812106**	0.00229301	0.00153000	0.01194407
TT	Managed forest	**0.00203027**	0.00057325	0.00038250	0.00298602

EXAMPLE BASED ON $100,000 RESIDENTIAL ASSESSMENT

		MUNICIPAL	COUNTY	EDUCATION	TOTAL
2025-2026	**DOLLAR INCREASE/DECREASE**	**$30.03**	**$8.30**	**$0.00**	**$38.33**
	% INCREASE/DECREASE	**3.84%**	**3.76%**	**0.00%**	**3.32%**
	2026	$812.10	$229.30	$153.00	$1,194.40
	2025	$782.07	$221.00	$153.00	$1,156.07

The Corporation of the Township of North Frontenac

By-law #2026-46

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 August 13, 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 August 13, 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 August 13, 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 August 13, 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 this13th day of August, 2026.

Read a third time and finally passed this 13th day of August, 2026.

_____
Gerry Lichty, Mayor

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Tara Mieske, Clerk