



# Regular Council Minutes

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

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

**Absent with Regret:** Councillor Wayne Good

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

## 1. Call to Order

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

## 2. Approval of Agenda

### a) *April 4, 2025*

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

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

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

None declared.

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

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

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

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

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

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

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

**Carried**

## 5. Business Profile

None.

## 6. Presentations

### a) *EORN - Cell Towers*

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

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

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

**Carried**

## 7. Delegations

None.

Note: Councillor Huetl left the meeting at this time.

## 8. Adoption of Minutes

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

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

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

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

**Carried**

## 9. Business Arising Out of Minutes

None.

## 10. Communications

- a) **Clerk's Administrative Report - Communications 'A' Section**  
**108-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl**

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

**Carried**

- b) **Communications 'B' Section**

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

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

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

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

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

**Carried**

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

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

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

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

**Carried**

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

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

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

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

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

**Carried**

- b) ***Clerk/Planning Manager: Public Requests for the Use of Township Owned Property***  
**112-25 Moved by Councillor Stephanie Regent, Seconded by Councillor Roy Huetl**

**Be It Resolved That** Council receives for information the Clerk/Planning Manager's Administrative Report entitled "Public Requests for the Use of Township Owned Property";

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

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

**Carried**

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

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

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

**Carried**

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

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

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

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

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

**Carried**

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

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

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

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

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

**Carried**

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

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

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

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

**Carried**

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

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

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

**Carried**

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

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

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

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

**Carried**

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

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

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

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

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

**Carried**

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

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

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

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

**Carried**

### b) *Economic Development Task Force*

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

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

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

**Carried**

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

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

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

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

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

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

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

**Carried**

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

None.

## 15. Council Portfolio Verbal Reports

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

## 16. Introduction and Reading of By-laws

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

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

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

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

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

**Carried**

## 17. Public Forum

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

## 18. Closed Session

- a) *Closed Meeting of Council*

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

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

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

**Carried**

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

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

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

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

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

**Carried**

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

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

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

**Carried**

**20. Confirmatory By-law**

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

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

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

**Carried**

**21. Adjournment**

a) ***Adjournment of Meeting***

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

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

**Carried**

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Mayor

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Clerk