



# Regular Council Minutes

9:00 AM - Thursday, September 18, 2025  
Council Chambers

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

**Absent with Regret:** Councillor Roy Huetl; and Councillor Stephanie Regent

**Also Present:** Corey Klatt, Chief Administrative Officer, Dipl. M.A. (Electronic Participation); Tara Mieske, Dipl. M.A., M.M. Clerk/Planning Manager; Darwyn Sproule, P. Eng., Public Works Manager, Adam Robinson, Director of Emergency Services/Fire Chief; Brooke Ross, Dipl. M.A., Manager of Community Development (Electronic Participation); and Marnie Geerlinks, Administrative Assistant to the Clerk/Planning Manager and Director of Emergency Services/Fire Chief

## 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) *September 18, 2025*

**295-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler**

**Be It Resolved That** Council approves the Agenda for the Regular Meeting of Council dated September 18, 2025, as circulated.

**Carried**

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

None declared.

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

### a) *Manager of Community Development: 2026 Pilot Program - Shabomeka Lake Boat*

***Launch - Boat Trailer Storage at Parking Area.***

**296-25 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 "2026 Pilot Program - Shabomeka Lake Boat Launch - Boat Trailer Storage at Parking Area";

**And That** By-law #51-23, *A By-law to Regulate the Parking of Vehicles, Boats and Trailers within the Township of North Frontenac*, regulates the use of Township-owned and maintained parking areas;

**And That** Section 5(e) of By-law #51-23 states that "No person shall Park or store any Boat or Trailer on Township owned, operated or maintained Vehicle Parking areas for longer than 72 hours unless connected to a licensed motor vehicle";

**And That** Shabomeka Lake has a number of water-access only properties whose owners rely on the Shabomeka Lake Boat Launch for access to their properties;

**And That** Council recognizes the unique challenges faced by these property owners;

**Therefore Be It Resolved That** Council authorizes a 2026 Pilot Program exempting Shabomeka Lake water-access only property owners from Section 5(e) of By-law #51-23 for 2026, subject to the following conditions:

1. Each property shall be permitted to store one (1) boat trailer at the Shabomeka Lake Boat Launch parking area;
2. Property owners must register their boat trailer with the Township (providing the license plate number) on or before April 1, 2026;
3. All boat trailers must be removed for the winter months (November 30 – April 1) to allow for snow plow operations.
4. Any boat trailers not registered with the Township prior to April 1, 2026 will be considered in contravention of By-law #51-23 and will be subject to enforcement;
5. The Township will review the program at the end of the 2026 season to determine whether it should be continued, amended, or terminated.

**Carried**

**b) *Manager of Community Development: Electric Vehicle Charging Stations - Revenue and Expenses***

**297-25 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 "Electric Vehicle Charging Stations - Revenue and Expenses";

**And That** Council approves setting the EV fast charger rate at \$0.75/kWh to help offset high delivery charges, with revenues and usage monitored monthly, and that staff and Council continue to advocate to the Ontario Energy Board for a review of delivery charge structures for EV charging sites.

**Carried**

**c) *Manager of Community Development: 2025 Local Government Week - October 14 - 20***

**298-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler**

**Be It Resolved That** Council receives for information the Manager of Community Development's (MCD) Administrative Report entitled "2025 Local Government Week - October 14 - 20";

**And That** the Township of North Frontenac hereby proclaims the week of October 14 - 20, 2025 to be Local Government Week in North Frontenac Township and approves the proclamation included in the Administrative Report;

**And That** Council approves the Local Government Week initiatives.

**Carried**

**Note:** The MCD left the meeting at this time.

**6. Business Profile**

**a) *Deborah Stanley Interior Decorating***

**299-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council receives for information the Business Profile of Deborah Stanley Interior Decorating provided by the Economic Development Task Force.

**Carried**

**7. Presentations**

**a) *Rob Lesperance, Southpaw Construction: Tiny Home Business Model - An Answer to Housing***

**300-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler**

**Be It Resolved That** Council receives for information a presentation from Rob Lesperance, Southpaw Construction, regarding Tiny Homes; and thanks him for his time spent today.

**Carried**

**8. Delegations**

None.

**9. Adoption of Minutes**

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

**301-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council adopts the Minutes of a Regular Meeting held August 28, 2025, as circulated.

**Carried**

## 10. Business Arising Out of Minutes

- a) **Resolution #222-25: Automatic Aid Agreement with Central Frontenac**  
**302-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler**

**Whereas** at the meeting held July 10, 2025, Council passed Resolution #222-25 receiving for information the Director of Emergency Services/Fire Chief's Administrative Report entitled "2025 Automatic Aid Agreement between Central Frontenac and North Frontenac"; and Council approved-in-principle the Agreement, which was provided to Central Frontenac Council for consideration;

**Now Therefore Be It Resolved That** Central Frontenac Council approved and signed the Agreement;

**And That** Council will consider a By-law to sign the Agreement later in the meeting.

**Carried**

- b) **Resolution #150-25: Monthly Usage Report (August) - Electric Vehicle Chargers**  
**303-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer**

**Whereas** at the meeting held April 25, 2025, Council instructed the Manager of Community Development to provide monthly usage reports of the EV chargers;

**Now Therefore Be It Resolved That** Council receives for information the EV Usage Report for August 2025.

**Carried**

## 11. Communications

- a) **Communications of Interest**  
**304-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler**

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

**Carried**

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

- B1. **Sand Lake Swim Program - Request for Increased Annual Funds**  
**305-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council receives for information an email dated September 7, 2025, from Jilene England, Volunteer Coordinator for Sand Lake Swim Program (SLSP), advising the program has had a significant increase in swimming registration over the past two summers; however there has also been an increase in the number of local families unable to pay registration fees for their children/grandchildren to participate; and that the program will not refuse any family who wishes for their children to participate in learning life saving swim skills;

**And That** due to these increases, SLSP is requesting an increase in their annual funding from the Township from \$1500 to \$2000;

**And That** Council directs staff to include the additional \$500 funding request from the SLSP in the staff-prepared budget for the Mayor's consideration as part of the 2026 Budget.

**Carried**

**B2. *Kingston Frontenac Public Library: Request to declare October as Canadian Library Month***

**306-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler**

**Be It Resolved That** Council receives for information a letter dated September 17, 2025, from the Kingston Frontenac Public Library regarding Canadian Library Month 2025;

**And That** the public library invite people to learn and connect;

**And That** the public library builds and supports community by creating inclusive spaces, services and collections;

**And That** Council recognizes that the Kingston Frontenac Public Library provides a vital service to our community;

**And That** Council proclaims the month of October to be Canadian Library Month 2025; and the week of October 19 to October 25, 2025 be Ontario Public Library Week, with Council encouraging all residents to use the public library this week and throughout the year;

**And That** Council instructs staff to include this proclamation on the Township's Website and Social Media throughout the month of October.

**Carried**

**12. Council, CAO, and Managers' Administrative Reports (con't)**

**a) *Clerk/Planning Manager: Shore Road Allowance Application for Approval in Principle – Joly/Michelizza***

**307-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer**

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

**And That** Council approves in principle the Application to close, stop up and sell part of the Shore Road Allowance lying in front of Lot 1, Registered Plan 1144, geographic Township of Clarendon (Pine Lake).

**Carried**

**b) *Clerk/Planning Manager: Shore Road Allowance Closure and By-law - Camp***

**308-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler**

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

**And That**, as required by By-law #2025-04, the following be declared as surplus and sold to the adjoining owner:

**All That Part** of the Shore Road Allowance lying in front of Lot 9, South West Range, geographic Township of Clarendon, Township of North Frontenac, County of Frontenac being Part 1 on Registered Plan 13R-23399;

**And That** an appraisal of the property is not necessary as this is a Shore Road Allowance;

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

**Carried**

c) ***Clerk/Planning Manager: Voting Method for the 2026 Municipal Election***

**309-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council receives for information an Administrative Report from the Clerk/Planning Manager entitled "Voting Method for the 2026 Municipal Election";

**And That** Council will consider a By-law later in the meeting to authorize internet/telephone voting in the 2026 Election.

**Carried**

d) ***Director of Emergency Services/Fire Chief: Fire Prevention Week October 5 - 11, 2025***

**310-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler**

**Be It Resolved That** Council receives for information the Director of Emergency Services, Fire Chief (DESFC)'s Administrative Report entitled "Fire Prevention Week - October 5 - 11, 2025";

**And That** the North Frontenac Fire Department (NFFD) is joining forces with the Not for Profit National Fire Protection Association to remind and educate local residents about the importance of "Charge into Fire Safety: Lithium-ion batteries in your home.";

**And That** Council declares October 5-11, 2025, as Fire Prevention Week;

**And That** Council approves of the NFFD's planned events, and demonstrations;

**And That** Council instructs the Director of Emergency Services/Fire Chief to place a copy of the Mayoral Declaration and an advertisement outlining the events associated with Fire Prevention Week and emphasizing the importance of the "Charge into Fire Safety: Lithium-Ion Batteries in your home." campaign in the Frontenac News and on the Township's Social Media and Website.

**Carried**

e) ***Director of Emergency Services/Fire Chief: Proposed Fire Protection Grant Application For 2025-2026***

**311-25 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council receives for information the Director of Emergency Services/Fire Chief's (DESFC) Administrative Report entitled "Proposed Ontario Fire

Protection Grant Application for 2025-2026";

**And That** Council instructs the DESFC to make application for the Ontario Fire Prevention Grant for an estimated \$48,000.00 (\$16,000.00 per fire station) for:

- NFPA compliant - Dual certified personal protective gear (PPE)
- Particulate filtering flash hoods

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

**Carried**

f) ***Public Works Manager: Required fencing upgrades at Plevna Waste Site.***

**312-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler**

**Be It Resolved That** Council receives for information the Public Works Manager's Administrative Report entitled "Required Fencing Upgrades at the Plevna Waste Site";  
**And That** the fencing project is required to address an existing non-compliance at the Waste Site as identified by the Ministry of the Environment, Conservation and Parks (MECP);

**And That** Council instructs the Treasurer to transfer the estimated \$15,000 (plus HST) for the project, from the Operating Contingency Reserve.

**Carried**

g) ***Public Works Manager: Purchase of Float Trailer***

**313-25 Moved by Councillor Wayne Good, Seconded by Councillor Vernon Hermer**

**Be it Resolved That** Council receives for information the Public Works Manager's Administrative Report entitled "Purchase of Float Trailer";

**And That** the purchase was approved in the 10 Year Capital Plan for 2025 to replace the existing float trailer;

**And That** Council approves the single source procurement for the purchase of the Gincor Float Trailer at a cost of \$63,730.00 (excluding HST) based on the quote received.

**Carried**

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

a) ***Economic Development Task Force***

**314-25 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler**

**Be It Resolved That** Council receives for information the August 18, 2025 Notes of the Economic Development Task Force (EDTF);

**And That** Council approves the updated 2025 EDTF Work Plan;

**And That** Council approves the updated 2023-2026 EDTF Terms of Reference;

**And That** Council approves up to \$15,000 for the attendance of three (3) Tradeshows in 2026 so that the EDTF can proceed with the Registrations in 2025 for 2026, with the Funds coming from the Economic Development Reserve Fund;

**And That** Council directs staff to include \$15,000 for Trade Shows in the staff-prepared

budget for the Mayor's consideration as part of the 2026 Budget;

**And That** Council approves the 2026 Winterfest event so the EDTF can proceed with booking vendors, etc. for the February event which currently has an annual budget of \$3,000;

**And That** Council approves the unveiling of the Round 10 Art Murals to take place at the Volunteer Appreciation Dinner on Wednesday, October 8, 2025 at the Clar-Mill Community Hall.

**Carried**

**b) *Committee of Adjustment/Planning Advisory Committee***

**315-25 Moved by Councillor Wayne Good, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council receives for information the Minutes of a Meeting of the Committee of Adjustment/Planning Advisory Committee held July 28, 2025.

**Carried**

**c) *Kaladar Barrie Joint Fire Committee***

**316-25 Moved by Councillor Wayne Good, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council receives for information the Minutes of a Meeting of the Kaladar Barrie Joint Fire Committee held June 6, 2025.

**Carried**

**d) *Environmental Task Force***

**317-25 Moved by Councillor Wayne Good, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council receives for information the Notes of a Meeting of the Environmental Task Force held August 26, 2025.

**Carried**

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

None.

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

None.

**16. Council Portfolio Verbal Reports**

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

**17. Introduction and Reading of By-laws**

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

**318-25 Moved by Councillor Wayne Good, 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:

- #2025-41 To Close, Stop up and Sell a Part of the 66' Original Road Allowance
- #2025-42 To Authorize the Use of Alternative Voting Methods for the 2026 Municipal Election
- #2025-43 To Sign Automatic Aid Agreement with Central Frontenac

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

**Carried**

**18. Public Forum**

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

**Note:** The DESFC and the Administrative Assistant to the CPM/DESFC left the meeting at this time.

**19. Closed Session**

**a) Closed Meeting of Council**

**319-25 Moved by Councillor Wayne Good, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council retires to Closed Session at 6:19 p.m. to:

- a. Adopt Minutes of a Closed Meeting held August 28, 2025; and
- b. Receive information regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

**Carried**

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

The Mayor advised that during Closed Session Council adopted Closed Minutes dated August 28, 2025; and receive information regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

***Motion regarding Litigation or Potential Litigation***

**320-25 Moved by Councillor Wayne Good, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council accepts and approves Option A as confidentially discussed in Closed Session, under Item 5(a) regarding litigation or potential litigation, including matters before administrative tribunals, affecting the Municipality or local board.

**Carried**

**21. Confirmatory By-law**

a) ***Confirming By-law #2025-44***

**321-25 Moved by Councillor Wayne Good, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** By-law #2025-44, being a By-law to confirm all actions and proceedings of Council for its Regular Meeting held September 18, 2025, be read a first, second, and third time and finally passed.

**Carried**

**22. Adjournment**

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

**322-25 Moved by Councillor Wayne Good, Seconded by Councillor Vernon Hermer**

**Be It Resolved That** Council adjourns the Meeting at 7:10 p.m. until September 26, 2025, or at the call of the Chair.

**Carried**

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Mayor

\_\_\_\_\_  
Clerk