



TOWNSHIP OF CENTRAL FRONTENAC



1084 Elizabeth Street, Box 89, Sharbot Lake, Ontario, KOH 2P0

Office hours: 8:30 a.m. to 4:30 p.m. Monday to Friday

Phone: 613-279-2935

E-mail: township@centralfrontenac.com

Fax: 613-279-2422

Website: www.centralfrontenac.com

2023 INTERIM

Mayor

Frances Smith

Home:
613-279-3144

District 1

Cindy Kelsey
613-336-8277

C. Lynn Klages
613-305-0953

District 2

Bill Everett
613-279-2795

Danny Meeks
613-375-6111

District 3

Craig Middleton
613-541-0499

Susan Irwin
613-530-0292

District 4

Nicki Gowdy
613-483-4850

Phillip Smith
613-374-2641

COUNCIL MEETINGS



Council meetings are held in person at the Soldiers Memorial Hall, 1107 Garrett St. Sharbot Lake ON. Our regularly scheduled meetings are held the 2nd and 4th Tuesday of each month, with the exception of July, August and December, when the meetings are only held on the 2nd Tuesday. Our meetings are also typically live-streamed through our Youtube channel, <https://www.youtube.com/channel/UCAbInDnpBHRoRC4GvkZR52w>. We can offer virtual attendance via zoom for presentation/participation in certain circumstances as well. If you wish to address council, please contact the clerk's department before noon on the Wednesday prior to the meeting to put your name on the agenda. For more information contact the Deputy Clerk cdeachman@centralfrontenac.com.

Committee of Adjustment meetings are typically scheduled the second Thursday of each month, and are held in a hybrid format; in person at the Soldiers' Memorial Hall, 1107 Garrett St. and via zoom. Links are posted at <https://www.centralfrontenac.com/en/business/committee-of-adjustment.aspx> prior to each meeting to allow participants to connect via zoom.

ZONING BY-LAW UPDATES



Please note that following an extensive public consultation process in 2022, the Township has updated its comprehensive zoning by-law. A link to the new by-law is available here:

<https://www.centralfrontenac.com/en/business/planning-documents-zoning-and-plans.aspx>.

To check the zone applicable to your property, visit www.frontenacmaps.ca.

INTERIM TAX BILL



Your Interim bill is based on the previous year's Final Bill and will be a maximum of 50% of the 2022 annualized assessment. The bill consists of one page including two installment date payment stubs. Please return the appropriate stub(s) with your payment. Receipts are only mailed if requested in writing. A penalty (late payment) charge of 1.25% per month will be charged amounts not paid by the due date(s). (Penalty is applied as of the 1st of each month). Visit www.centralfrontenac.com for payment options.

PRE-AUTHORIZED PAYMENT PLAN (PAP) forms are available at www.centralfrontenac.com/treasury.html or at the Municipal Office. If you are already set up on a PAP plan the tax bill is for **information only**. A \$25.00 fee is charged for all returned payments.

ASSESSMENT NOTICES



The assessed value of your property is determined by MPAC. Should you require assistance with your assessment, please visit www.AboutMyProperty.ca to verify detailed information about your property, call MPAC at 1 866-296-6722 or access the **MPAC** website www.mpac.ca. To appeal your assessment, a Request for Reconsideration (RFR) must be filed before March 31st, 2023. An RFR is a mandatory first step for residential, farm and managed forest property classes. (Not mandatory for other property classes but is available).

ANIMAL CONTROL UPDATE



Dog tag costs: \$12 per license (renewal or new dog) until June 30, \$25 per renewal as of July 1st, \$5 tag replacement. Those failing to purchase a tag may be subject to a fine. If your dog goes missing please contact Frontenac Municipal Law Enforcement Inc. at 613-541-3213. If you find a dog wearing a Central Frontenac dog tag please contact the Township Office and the number may be traced.

FIRE SERVICES



Fire Permits are required year-round for all outdoor burning. Please note: There are time restrictions when burning between April 1st and October 31st. Get your fire permit at the office or by visiting: <https://centralfrontenacfire.burnpermits.com/>. Smoke alarms save lives! Every home in Ontario must have a working smoke alarm on every storey and outside sleeping areas. To view our burn by-law, please visit: https://www.centralfrontenac.com/en/living-here/burn-permits.aspx?_mid_=25903
Under the Next Gen 9-1-1 guidelines, all unnamed islands with dwellings must be appropriately named and given civic addresses to update the 9-1-1 emergency system for emergency response. Fire Services is currently undertaking this task.

BUILDING PERMITS



Building permits are required for most building projects. Permits are required for homes, cottages, new or replacement decks, garages and other accessory buildings, woodstoves, pools, as well as plumbing changes. Permits are typically not required for a single-storey building that is less than 160 square feet with no plumbing and not used for human habitation. The building department staff are always willing to hear about your plans and offer guidance to assist in making the application and building process as smooth as possible. Unless you are an experienced builder, talking to us before beginning your project will help avoid unnecessary problems and/or delays. For more information, see the links below:

https://www.centralfrontenac.com/en/business/building-and-planning.aspx?_mid_=27228

Zoning By-law

<https://www.centralfrontenac.com/en/township-office/resources/2022-61---Amend-By-Law-2011-25- comprehensive-zoning-by-law-with-schedules.pdf>

Frontenac Maps

<https://county-frontenac.hub.arcgis.com/>

WASTE MANAGEMENT



The Township will continue to be aggressive with its goal of diverting as much material as possible out of the waste stream. Waste site attendants have noticed a large quantity of recyclable material being brought during amnesty days. The Amnesty Program is being reviewed by the Waste and Recycling Committee and Council. Updates on the program will come in the spring of 2023.

The Central Frontenac Waste and Recycling Committee, along with the Public Works staff are working to try to provide a local household hazardous waste depot at the 1130 Wemp Road facility. If the Township receives the required approvals in the Spring of 2023, the Public Works manager aims to open the depot in the Fall of 2023. If you have questions or concerns, please submit them by phone at 613-279-2935 or by visiting:

https://v4.citywidesolutions.com/csr/centralfrontenac/?_mid_=27393

SEPTIC RE-INSPECTION PROGRAM



The Township will continue with the septic re-inspection program in 2023 with an aim to inspect 300 properties. This will be the third year of running the program. If your property is chosen for an inspection you will receive a letter from the Township or the Mississippi Rideau Septic System Office in the spring.

SEPTIC PERMITS AND INSPECTIONS



The Township of South Frontenac provides Part 8 On-site Sewage System services on behalf of Central Frontenac. If you need to apply for onsite sewage systems or have questions regarding sewage systems, please go to <https://www.southfrontenac.net/en/living-here/sewage-systems.aspx> or contract South Frontenac building staff via building@southfrontenac.net or 613-376-3027 x2226.

STAFF DIRECTORY

Department	Position	Name	Ext	Email
Clerks Department	CAO/Clerk	Cathy MacMunn	227	cmacmunn@centralfrontenac.com
	Deputy Clerk	Cindy Deachman	237	cdeachman@centralfrontenac.com
	Executive Assistant	Jody Legue	232	jlegue@centralfrontenac.com
	Community Serv. Coordinator	Chris Nelson	238	cnelson@centralfrontenac.com
Building/Planning Department	Chief Building Official	Andrew Dillon	226	adillon@centralfrontenac.com
	Development Services	Crystal Nedow	258	cnedow@centralfrontenac.com
	Facilities Coordinator	Terry Asselstine	245	tasselstine@centralfrontenac.com
	Community Planning	Frontenac County		planning@frontenacounty.ca
Fire Department	Fire Chief	Chris McDonough	359	cmcdonough@centralfrontenac.com
	Deputy Fire Chief	Jamie Riddell	231	jriddell@centralfrontenac.com
	Admin Assistant	Donna Longmire	243	dlongmire@centralfrontenac.com
Public Works	Manager	Tyson Myers	262	tmyers@centralfrontenac.com
	Supervisor	Steve Gould	261	sgould@centralfrontenac.com
	PW Technologist	Noah Greer	235	ngreer@centralfrontenac.com
Treasury	Treasurer	Michael McGovern	224	treasury@centralfrontenac.com
	Deputy Treasurer	Erin Babcock	221	ebabcock@centralfrontenac.com
	Accounts Payable	Amy Rogers	228	arogers@centralfrontenac.com
	Clerical Assistant	Stephanie Hammond	242	shammond@centralfrontenac.com
	Clerical Assistant	Janice Cahill	260	jcahill@centralfrontenac.com
	Clerical Assistant	Jessica Allen	225	jallen@centralfrontenac.com

Assessment inquiries:
1-866-296-6722 or mpac.ca
www.Aboutmyproperty.ca



Water testing inquiries:
613-279-2151
1130 Elizabeth St., Sharbot Lake
<https://www.kflaph.ca/en/index.aspx>



KFL&A
Public Health