



**The Corporation of The Township of Stone Mills
Council Agenda Monday, June 8, 2026
4504 County Road 4, Centreville - Municipal Offices-
Stone Mills at 6:30 PM**

Page

1. Call to Order

This meeting is being livestreamed and recorded and will be available on the Township's [YouTube Page](#).

Notice is hereby provided that under the authority of the *Municipal Act, 2001* and in accordance with *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)*, that all information attained is considered part of the public record.

2. Confirmation of the Agenda

2.1. Motion to Adopt

RECOMMENDATION

That the Agenda of June 8, 2026 be adopted as circulated.

3. Declaration of Pecuniary Interest and the General Nature Thereof

4. Public Meeting

4.1. Public Notice -Application to Permanently Close and Convey an Unopened Road Allowance – RC2026-01

IN ACCORDANCE WITH Section 34 of the Municipal Act R.S.O. 2001 as amended, and the Townships Public Notice Policy notice is hereby provided that the Council of the Corporation of the Township of Stone Mills has received a request(s) from abutting landowners to close and convey an un-opened municipal road allowance as follows:

Part of the Road allowance Between Concession 7 & 8,

Any person who claims that their lands will be prejudicially affected

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by the closing and conveyance of this highway, or who has knowledge of why this closing and conveyance should not proceed, may make a representation at the Public Meeting.

RECOMMENDATION

That Council of the Corporation of the Township of Stone Mills receive the report entitled "Application to Permanently Close and Convey an Unopened Road Allowance – RC2026-01"; and That Council direct Staff to proceed with Option 1 or Option 2

- **Option 1** : That Council of the Corporation of the Township of Stone Mills direct staff to proceed in stopping up, closing, and conveying the portion of the unopened, unmaintained municipal road allowance located between Lot 18 of Concession 7 and Lot 18 of Concession 8 Geographic Township of Sheffield, Township of Stone Mills, County of Lennox and Addington, and that the portion of road allowance to be closed be conveyed in full to the applicant.
- **Option 2**: That Council of the Corporation of the Township of Stone Mills direct staff to proceed in stopping up, closing, and conveying the portion of the unopened, unmaintained municipal road allowance located between Lot 18 of Concession 7 and Lot 18 of Concession 8 Geographic Township of Sheffield, Township of Stone Mills, County of Lennox and Addington, and that the portion of road allowance to be closed be dedicated to each of the adjacent property owners, where the owners are entitled to purchase a maximum of half of the road allowance abutting their lands.

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4.2. **Public Notice - Application to Permanently Close and Convey an Unopened Road Allowance – RC2026-02**

IN ACCORDANCE WITH Section 34 of the Municipal Act R.S.O. 2001 as amended, and the Townships Public Notice Policy notice is hereby provided that the Council of the Corporation of the Township of Stone Mills has received a request(s) from abutting landowners to close and convey an un-opened municipal road allowance as follows:

Part 2 on Plan 29R-7858, being Part of the Road allowance established by Registered Plan 83.

Any person who claims that their lands will be prejudicially affected

by the closing and conveyance of this highway, or who has knowledge of why this closing and conveyance should not proceed, may make a representation at the public meeting.

RECOMMENDATION

That Council of the Corporation of the Township of Stone Mills receive the report entitled "Application to Permanently Close and Convey an Unopened Road Allowance – RC2026-02" and That Council of the Corporation of the Township of Stone Mills enact and pass By-law 2026-xxxx to stop up, close and convey the portion of the unopened, unmaintained municipal road allowance identified as Part 2 on Plan 29R-7858.

5. Open Forum

The first fifteen (15) minutes of Regular Council meetings will be set aside for Open Forum. Any person may address Council on any matter that is listed on the agenda except items that will be subject to a Statutory Public Meeting pursuant to the *Planning Act* on the same Agenda. Those registered to speak during Open Forum can only speak once and for no more than three (3) minutes.

6. Presentations

None Scheduled

7. Deputations

7.1. Martha Embury- Request for Financial Support for Stoney Steps Art Fest

RECOMMENDATION

That the deputation from Martha Embury be received for information.

8. Items for Consideration

8.1. 2026 Stoney Steps Artfest Special Event Permit Application

RECOMMENDATION

That Council receive the report titled "2026 Stoney Steps Artfest Special Event Permit Application" for; AND

1. That Council authorize staff to issue a letter of approval for the

Stoney Steps Artfest provided that the applicant completes outstanding permit application requirements; AND

- 2. That Council provide direction to staff on the following monetary request,
 - a. insurance cost for the event, in the amount of \$226.88;
 - b. 10 garbage bags at a cost of \$30.00
 - c. Staff support in the amount of approximately \$600.00 for the delivery of picnic tables and garbage cans, subject to availability; AND
- 3. That staff be directed to coordinate with Ms. Embury and deliver township picnic tables and garbage cans for use at the event.

9. Consent Agenda

For convenience and efficiency, repetitive or routine matters are included in the Consent Agenda and voted on collectively. Any Council member can request to discuss an item separately within the Consent Agenda, which will then be removed and voted on separately from the Consent Agenda. Each and every matter of business contained in the Consent Agenda is recorded separately in the minutes of the meeting

- 9.1. Motion to Adopt Consent Agenda

RECOMMENDATION

That all items in the Consent Agenda dated June 8, 2026 be approved as presented and that the necessary action be taken.

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- 9.2. Confirmation of the Minutes of 709th Session Regular Council- May 25, 2026

RECOMMENDATION

That the minutes of the 709th Session Regular Council- May 25, 2026 be adopted as circulated.

10. Consent Agenda Items Extracted

11. Notice of Motion/Direct Motion

- 11.1. Notice of Motion

- 11.2. Direct Motion

12. Announcements

12.1. Upcoming meeting dates

- Regular Council- Monday, June 22, 2026 at 6:30 p.m.
- Lennox & Addington County Council- Wednesday, June 24, 2026 at 6:30 p.m.
- Committee of Adjustment - Wednesday, July 8, 2026 at 5:00 p.m.
- Regular Council- Monday, July 13, 2026 at 6:30 p.m.

13. Closed Meeting

There is no scheduled Closed Session

14. Confirmation By-law

14.1. By-law 2026-xxx

RECOMMENDATION

That By-law 2026-xxx to confirm the proceedings of Council of Stone Mills Township be enacted and passed and that the Reeve and Clerk be authorized to sign and seal.

15. Adjournment

15.1. Motion to Adjourn

RECOMMENDATION

That Council adjourn until the call of the Chair.
Time: p.m.



The Corporation of The Township of Stone Mills Staff Report

To: Mayor and Members of Council
Subject: Application to Permanently Close and Convey an Unopened Road Allowance – RC2026-01
Submitted By: Mike Kelly, Planner
Meeting Date: June 8, 2026

1.0 Summary

Road Allowance Closure Application RC2026-01 has regard for the Municipal Act, 2022, and conforms with the Township of Stone Mills Official Plan. The request for closure has additionally followed the Municipal Road Allowance Closing Policies and Procedures of the Township of Stone Mills.

2.0 Recommendation

That Council of the Corporation of the Township of Stone Mills receive the report entitled "Application to Permanently Close and Convey an Unopened Road Allowance – RC2026-01"; and That Council direct Staff to proceed with Option 1 or Option 2

- Option 1 : That Council of the Corporation of the Township of Stone Mills direct staff to proceed in stopping up, closing, and conveying the portion of the unopened, unmaintained municipal road allowance located between Lot 18 of Concession 7 and Lot 18 of Concession 8 Geographic Township of Sheffield, Township of Stone Mills, County of Lennox and Addington, and that the portion of road allowance to be closed be conveyed in full to the applicant, and that the Township receive compensation for the lands in line with the manner recommended within this report.
- Option 2: That Council of the Corporation of the Township of Stone Mills direct staff to proceed in stopping up, closing, and conveying the portion of the unopened, unmaintained municipal road allowance located between Lot 18 of Concession 7 and Lot 18 of Concession 8 Geographic Township of Sheffield, Township of Stone Mills, County of Lennox and Addington, and that the portion of road allowance to be closed be dedicated to each of the adjacent property

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The Corporation of The Township of Stone Mills Report

owners, where the owners are entitled to purchase a maximum of half of the road allowance abutting their lands, and that the Township receive compensation for the lands in line with the manner recommended within this report.

3.0 Background

On April 29, 2026, the applicant submitted an application to the Township requesting to be allowed to purchase a portion of an Unopened Road Allowance directly abutting their property. The purpose of the requested is to facilitate access to their property, for the purposes of serving as a drive way for their future home. This portion of road allowance has historically been used to access the rear portion of the property, as the frontage of the property is largely characterized by a wetland and wooded area.



Figure 1: Aerial view of Subject Property, the majority of frontage along Edges Road is characterized by wetlands.

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4.0 Discussion/Analysis

4.1 Site Description

The portion of the road allowance subject to this application for closure is located between Lot 18 Concession 7 and Lot 18 Concession 8, Geographic Township of Sheffield, Township of Stone Mills, County of Lennox and Addington.

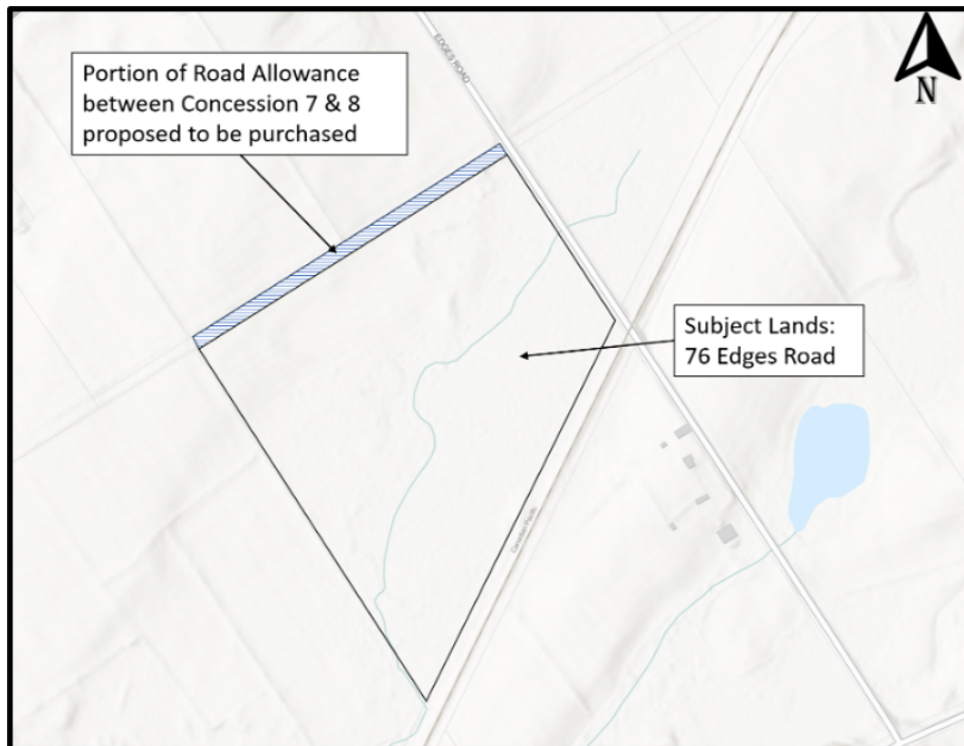


Figure 2: Sketch illustrating the proposed area of road allowance closure shaded in blue.

4.2 Description Of Proposal

The applicant is proposing to stop-up and close a portion of the unopened, unmaintained municipal road allowance to allow for access to the parcel from Edges Road along the preexisting route in order to avoid disturbance to the existing wetland. The portion of the road allowance proposed to be closed is abutting the applicant's 12.2-hectare parcel (76 Edges Road).

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4.3 Municipal Act, 2001

The Municipal Act, 2001 governs the creation, administration and government of municipalities within the Province of Ontario by giving municipalities broad powers to pass bylaws and govern within their jurisdiction. Section 28 of the Municipal Act gives local municipalities jurisdiction over road allowances within the municipality that were made by Crown surveyors and all road allowances, highways, streets and lanes shown on a registered plan of subdivision.

Section 34 of the Municipal Act outlines requirements for highway closing procedures. The Act states that a by-law permanently closing a highway does not take effect until a certified copy of the by-law is registered in the proper land registry office.

Section 35 gives municipalities the power to pass by-laws removing or restricting the common law right of passage by the public over a highway and the common law right of access to the highway by an owner of land abutting a highway.

As the applicant has not yet carried out a survey of the property at this time, staff have not brought forward a by-law to close and convey the Road Allowance. Should Council support the request to close and convey the portion of the road allowance as requested, the applicant would carry out a survey of the property, and a by-law will be brought forward at a later date for Council's final decision.

The Township's Planner is of the opinion that the proposed closure and conveyance has regard for the Municipal Act, 2001.

4.4 Township of Stone Mills Official Plan

The Township of Stone Mills Official Plan provides a policy framework intended to manage and direct physical development and its effects on the social, economic and natural environment of Stone Mills Township until the year 2036. Section 8.2.6 of the Official Plan provides matters for consideration for proposed road allowance closures:

- **8.2.6.a.** Ensuring that abutting parcels are not land locked.
 - The proposed road allowance closure will not land lock any existing abutting parcels.
- **8.2.6.b** Ensuring that the road allowance is not required for service easements, utility corridors or future roads.
 - The proposed road allowance closure application has been circulated to relevant Township Staff and external agencies. Staff and reviewers do not anticipate that the portion that is proposed to be closed will be needed for service easements, utility corridors or a future road.

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- **8.2.6.c** That the unopened road allowance is not required for recreational activities i.e. pathways, trail systems, and access to environmental areas.
 - The portion of the unopened unmaintained municipal road allowance proposed to be stopped up and closed is not required for recreational activities or access to environmental areas.
- **8.2.6.d** That the unopened road allowance is not required for access to future developments such as opening up aggregate areas or industrial areas.
 - There are no industrial lands near by which may be accessed by the road allowance. There are no prospective aggregate areas which would be impacted by the closure of this road allowance. There are no properties which abut this portion of road allowance which are nor accessible by a Municipally maintained road.
- **8.2.6.e.** The unopened road allowance does not provide access to water, to the discretion of Council.
 - The road allowance does not provide access to water.

It is the opinion of the Township's Planner that the application has regard for all the existing evaluation criteria possessed by the Township.

4.5 Recommended Compensation

Staff recommend the Township request compensation for lands to be conveyed as part of the closure of a road allowance inline with the Township's Compensation Policy.

The proposed lands fall under the Rural rough land and Wooded lands designation of the Compensation Policy, which require a compensation rate of \$1,350.00/acre. The area proposed to be closed is approximately 1.15 acres, which requires a total compensation of \$1552.50, though this value may be refined after completion of a survey.

It is also recommended that should Council decide to convey the road allowance to more than one property owner, that the compensation required be divided amongst the property owners, based on the proportion of the lands they receive.

In addition to the price of Conveyance, the applicant will be responsible for any and all fees accumulated by the Township in association with the proposed transfer.

The Corporation of The Township of Stone Mills Report

5.0 Consultation

In accordance with the Public Notification Policy of the Township, notice was posted on the Township's website and in the vicinity of the subject land at least thirty days in advance of the Council meeting. In addition, notice was mailed to the property owners directly abutting the road allowance.

The following comments have been received at the time of writing this report:

5.1 Agency / Departmental Comments

Township of Stone Mills Building Department

- No comments received at the time of writing this report.

Township of Stone Mills Public Works Department

- No concerns with the proposed application.

Township of Stone Mills Parks & Recreation

- No comments received at time of writing this report.

Township of Stone Mills Fire Services

- Staff have reviewed this application and have no comments.

County of Lennox and Addington Roads and Bridges Department

- No comments or conditions respecting this matter.

Quinte Conservation Authority

- No concerns with the closure and conveyance of the unopened municipal road allowance, noted that the unopened road allowance is located beyond the wetland boundary. (Full Comments Attached).

Hydro One

- No comments or objections at this time.

Enbridge

- Enbridge does not have any interest in the subject lands.

Ministry of Energy and Mines

- No objections received.

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The Corporation of The Township of Stone Mills Report

Public Comments

The Township received comments from Marzieh and Bahram, the adjacent property owner to the northwest, on May 21, 2026, which raised the issue of future access via the road allowance as well as their request to claim the portion of the unopened road allowance directly abutting their lands should Council decide to convey the property.

The Township received comments from Zach Lyman, the adjacent property owner to the northeast, on June 3rd, who did not oppose the closure of the road allowance but requested that should the final survey determine the road allowance contains lands to the north of his existing fenceline, that he be permitted to claim first right at purchasing those lands to the north of his fence line.

The complete comments are attached.

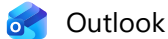
Ultimately Planning Staff are of the opinion that Road Allowance Closure Application RC2026-01 has regard for the Municipal Act, 2022, and conforms with the Township of Stone Mills Official Plan. The request for closure has additionally followed the Municipal Road Allowance Closing Policies and Procedures of the Township of Stone Mills.

Based on the above, the Township's Planner recommends that Council approve the road allowance closure application.

Prepared By: Mike Kelly, Planner

Approved By: Jason White, Chief Administrative Officer

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Closure & Conveyance of Unopened Municipal Road Allowance (76 Edges Road)

From Samantha Carney <SCarney@quinteconservation.ca>

Date Wed 5/13/2026 3:01 PM

To Michael Kelly <MKelly@Stonemills.com>; Mofiyinfoluwa Olunuga <MOLunuga@Stonemills.com>

Good afternoon,

Staff received the public notice from the Township to permanently close and convey an unopened road allowance to benefit the property at 76 Edges Road, Enterprise. The portion of road allowance is located between Concession 7 and 8 (Lot 18, Camden East). Unevaluated wetlands associated with an unnamed watercourse are located on the subject lands; however, the unopened road allowance is located beyond the wetland boundary. Should a driveway be proposed along the road allowance in the future, please note that the road allowance location meets Quinte Conservation’s minimum 6-metre setback to install a driveway from the wetland boundary. All other development activity must meet a minimum 30 metre setback from the wetland boundary. A permit from this office will be required prior to any construction/grading/filing/excavation/change of use within 30 metres of the wetland boundary.

Further, the road allowance and the subject lands are mapped within an area of “potential” karst topography. Development activity is not permitted within the extent of karst. Although available aerial imagery of the subject lands does not indicate surficial evidence of karst, if karst is identified during future construction/excavation of the road allowance/subject property, please contact this office as soon as possible to discuss next steps which may require the owner to engage with a qualified geotechnical engineer to determine the extent of karst bedrock, a recommended development setback, and building envelope.

Based on the notice and application provided, Quinte Conservation has no concerns with the closure and conveyance of the unopened municipal road allowance.

Thank you for circulating our office.

Regards,
Sam



Sam Carney

Planning Technician

P: 613-968-3434 or 613-354-3312 ext. 111

E: scarney@quinteconservation.ca

RR#2, 2061 Old Hwy #2, Belleville, ON K8N 4Z2

QuinteConservation.ca | QuinteSourceWater.ca



Working, living, and learning on the traditional territories of the Anishinabek, Huron-Wendat, and Haudenosaunee (Iroquois) peoples.

 Consider the environment. Please don't print this e-mail unless you really need to.

Disclaimer: This is intended for the addressee indicated above. It may contain information that is privileged, confidential, or otherwise protected from disclosure under the Municipal Freedom of Information and Privacy Protection Act. If you have received this in error, please notify us immediately.

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Request to Stop up, Close, and Convey Municipal Road Allowance - 148 Edges Road CTY RESPONSE

From Tara Bruce <tbruce@lennox-addington.on.ca>
on behalf of
Roads And Bridges <RoadsAndBridges@lennox-addington.on.ca>
Date Thu 5/7/2026 2:14 PM
To Mofiyinfoluwa Olunuga <MOlunuga@Stonemills.com>

2 attachments (1 MB)

Application.pdf; Public Notice - Asselstine, June 8th Council.pdf;

The above matter has been reviewed by the Roads and Bridges Department of the County of Lennox and Addington.

Please be advised that the County Roads and Bridges Department has no comments or conditions respecting this matter.



Tara Bruce

Engineering Technologist, Roads and Bridges
County of Lennox and Addington
97 Thomas St. E., Napanee, ON K7R 4B9
T 613.354.4883 x3226 | F 613.354.3112
tbruce@lennox-addington.on.ca | www.lennox-addington.on.ca

Helping People Live Their *Best Lives*

From: Mofiyinfoluwa Olunuga <MOlunuga@Stonemills.com>
Sent: Wednesday, May 6, 2026 10:18 AM
To: Roads And Bridges <RoadsAndBridges@lennox-addington.on.ca>
Subject: EXTERNAL: Request to Stop up, Close, and Convey Municipal Road Allowance - 148 Edges Road

Hello,

A request has been submitted to the Township of Stone Mills to stop up, close, and convey part of the unopened, unmaintained, municipal road allowance identified as Between Concession 7 & 8, Geographic Township of Sheffield, Township of Stone Mills, County of Lennox and Addington.

Please confirm receipt of this email and provide any comments or feedback by **Thursday, June 4, 2026**.

Thank you,



Fiyin Olunuga

Development Services Coordinator

Phone 613-378-2475 Ext: 223 **Fax** 613-378-0033

Web www.stonemills.com

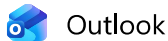
Email molunuga@stonemills.com

4504 County Rd 4, Centreville, ON K0K 1N0

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Permanently Close and Convey an Unopened Municipal Road Allowance

From Raf Farm <[REDACTED]>
Date Thu 5/21/2026 11:03 PM
To Michael Kelly <MKelly@Stonemills.com>

Dear Mike,

Thank you for taking the time to speak with me regarding the proposed permanent closing and conveyance of the unopened municipal road allowance.

I would like to respectfully submit my concerns and request for consideration regarding this matter.

Based on the plans provided to us, a portion of our property is affected by or related to the road allowance area in question. We understand that the neighbouring property owner is requesting to purchase and permanently close this municipal road allowance.

Our concern is that we purchased this property with future use and development in mind for our children and family. If the road allowance is permanently closed and conveyed entirely to one neighbouring owner, we may lose potential future access to our property and limit future development opportunities.

We are not opposed to resolving the matter or to the municipality considering the application. However, we respectfully ask that our interests and future access rights also be considered. If appropriate and feasible, we would like the municipality to consider allowing us the opportunity to purchase or retain the portion related to our side, or otherwise preserve future access so that our property is not prejudicially affected by the proposed closure and conveyance.

Unfortunately, travelling from Toronto to attend the council meeting is not practical for us at this time. We would greatly appreciate it if this email and our concerns could be presented and considered as part of the council discussion.

I would appreciate it if you could confirm receipt of this email. Thank you for your time and consideration.

Sincerely,
Marzieh & Bahram



Road allowance closure

From ZACH LYMAN <[REDACTED]>
Date Wed 6/3/2026 9:52 AM
To Michael Kelly <MKelly@Stonemills.com>

1 attachment (3 MB)

Image.jpeg;

Hey Mike,

Thanks for reaching out with the information on this subject. As we discussed last month, I'm not opposed to the road allowance being close. However, I do wish to be able to purchase my half of the road allowance and or all property from the fence line between Ben Asselstine's property and mine. My residence at 5307 county road 4 happens to be in the 7th concession and the next property north of my house is on the 8th side, which is the same situation as on Edges rd. Between Ben and I. I have a survey map of these properties at home showing the road allowance is 100% north of the cedar rail fence. Thai to me looks as if the road allowance was pushed through completely on the south end of the property owners in the 8th concession. From other maps I have at home, it would appear this is the case to the East where County rd. 14 meets Brown road. I have it showing that County rd 14 is 100% in the 8th con. There as well. This leads me to believe there is a good possibility that the proposed closure in edges will have the road allowance 100% on my side of the fence, as I can't imagine the road allowance would 'jog' between my place and Edges rd.

Without a survey, or even a draft being conducted ahead of time, it's hard to say where the actual road allowance will fall. To me, it would make sense to look into this prior to the motion passing.

Also, being that I'm not opposed to it being closed, I'm not against it remaining open. For this reason, I feel as though any costs incurred through a survey should be assumed by either Ben or the township.

So just as a recap, without a survey being done before this meeting- I would like to have first right at buying all property north of fence line of my half of the road allowance if it is shown that some property that was once belonging to my side happens to be south of the fence, due to a 'jog' in road allowance. I feel whatever land was given up from the 8th con. should rightfully be returned back to protect my interest.

Hopefully this all makes sense over email. I've attached a picture of the survey at my house, which will show exactly how the road allowance was laid out there and leads me to believe the same might apply on Edges rd

Regards,
Zach Lyman
[REDACTED]



The Corporation of The Township of Stone Mills Staff Report

To: Mayor and Members of Council
Subject: Application to Permanently Close and Convey an Unopened Road Allowance – RC2026-02
Submitted By: Mike Kelly, Planner
Meeting Date: June 8, 2026

1.0 Summary

Road Allowance Closure Application RC2026-02 has regard for the Municipal Act, 2022, and conforms with the Township of Stone Mills Official Plan. The request for closure has additionally followed the Municipal Road Allowance Closing Policies and Procedures of the Township of Stone Mills.

Based on the evaluation of the proposal against the applicable Township policies, the Township's Planner recommends that Council **approve** the road allowance closure application.

2.0 Recommendation

That Council of the Corporation of the Township of Stone Mills receive the report entitled "Application to Permanently Close and Convey an Unopened Road Allowance – RC2026-02".

And Further That Council of the Corporation of the Township of Stone Mills approve the by-law to stop up, close and convey the portion of the unopened, unmaintained municipal road allowance identified as Part 2 on Plan 29R-7858.

3.0 Background

In the summer of 2025, the applicant's lawyer submitted a request to the planning department asking the municipality to aid in clearing up a title issue on a property Municipally known as 44a Holly Lane. Through consultation with the Township it was discovered that a portion of the property previously believed to belong to the owners was in the ownership of the Township.

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This property is located within the area of Registered Plan 83, a partially developed plan of subdivision which was initially registered with the Land Registry Office on April 10th 1929. In 2009, the Township passed a deeming by-law (By-law 2009-470) which declared the majority of the planned area to no longer be a plan of subdivision. This is a planning process which allows an owner of adjacent, separate lots to legally merge them into a cohesive parcel of land. This allowed many of the previously undersized and otherwise undevelopable parcels to merge into larger parcels of land. As part of this procedure, the existing road allowances within the Plan 83 area were also subject to the deeming by-law and were conveyed to adjacent property owners for the price of \$1. However, when the subsequent by-law to declare the road allowances as surplus was passed by Council, the portion legally described as Part 2 on Plan 29R-7858 appears to have been inadvertently left out of the By-law. As such it was never removed from Municipal ownership and never subsequently merged with the existing property as had been intended. This mistake then went unnoticed for the following 16 years. When the property owner passed away and the property entered the estate process, a defect with the property's title was identified. To correct this defect the new owners have submitted an application requesting to stop up and close part of the unopened, unmaintained, municipal road allowance noted on plan 83 as Cedar Avenue.

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The Corporation of The Township of Stone Mills Report

4.0 Discussion/Analysis

4.1 Site Description

The portion of the road allowance subject to this application for closure is identified legally as Part 2 on Plan 29R-785811577, Geographic Township of Sheffield, Township of Stone Mills, County of Lennox and Addington.

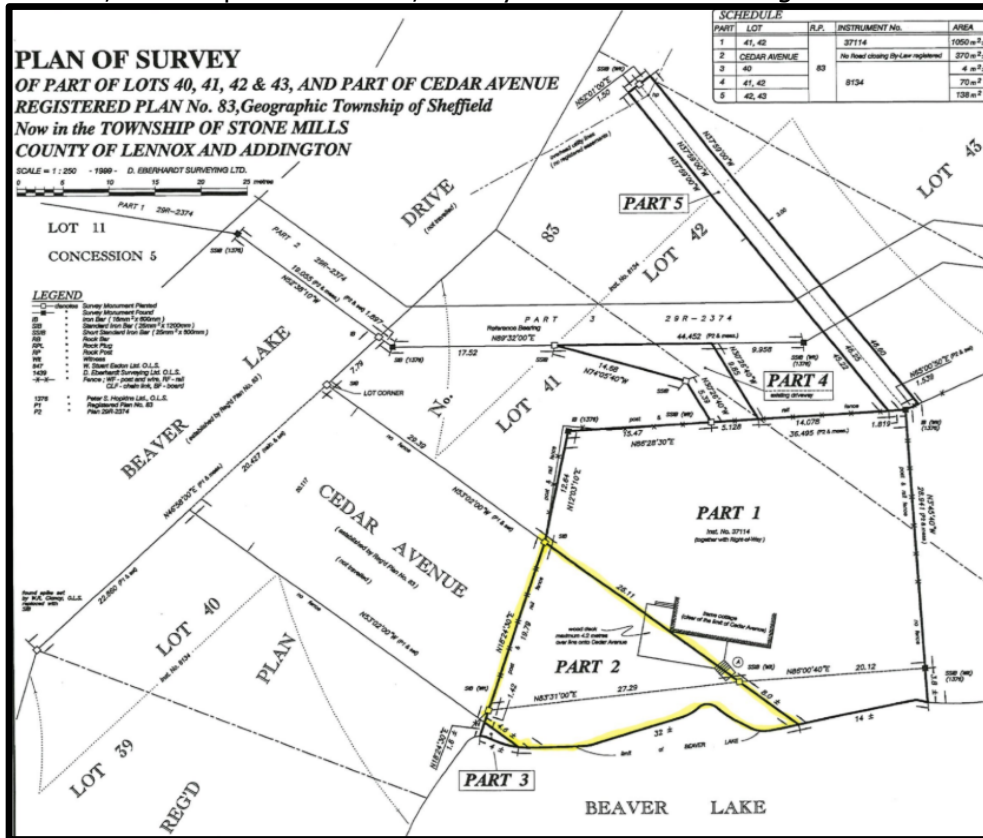


Figure 1: Sketch illustrating the proposed area of road allowance closure, identified as Part 2 and outlined in yellow.

4.2 Description of Proposal

The applicants are the owners of 44a Holly Lane, which occupies the lands described as Part 1 and Part 3 as seen in Figure 1 above. The applicants are proposing to stop-up and close the remnant part of Cedar Avenue (a proposed roadway which was never built) identified as Part 2 in Figure 1. A portion of the owners deck was constructed on the parcel in the past as the previous owner believed that the lands had already been conveyed to them at the time of construction. In addition, this portion of the property has historically been associated with and used by the owners of 44a Holly Lane.

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4.3 Municipal Act, 2001

The Municipal Act, 2001 governs the creation, administration and government of municipalities within the Province of Ontario by giving municipalities broad powers to pass bylaws and govern within their jurisdiction. Section 28 of the Municipal Act gives local municipalities jurisdiction over road allowances within the municipality that were made by Crown surveyors and all road allowances, highways, streets and lanes shown on a registered plan of subdivision. Section 34 of the Municipal Act outlines requirements for highway closing procedures. The Act states that a by-law permanently closing a highway does not take effect until a certified copy of the by-law is registered in the proper land registry office.

Section 35 gives municipalities the power to pass by-laws removing or restricting the common law right of passage by the public over a highway and the common law right of access to the highway by an owner of land abutting a highway. Should Council approve and adopt the draft by-law as recommended in this report to close the portion of the unopened road allowance as identified on registered plan 29R-7858, a certified copy of the by-law attached will be similarly registered at the appropriate land registry office by the applicant. The Township's Planner is of the opinion that the proposed closure and conveyance has regard for the Municipal Act, 2001.

4.4 Township of Stone Mills Official Plan

The Township of Stone Mills Official Plan provides a policy framework intended to manage and direct physical development and its effects on the social, economic and natural environment of Stone Mills Township until the year 2036. Section 8.2.6 of the Official Plan provides criteria for consideration for proposed road allowance closures:

- **8.2.6.a.** Ensuring that abutting parcels are not land locked.
 - The proposed road allowance closure will not land lock any abutting parcels.
- **8.2.6.b** Ensuring that the road allowance is not required for service easements, utility corridors or future roads.
 - The proposed road allowance closure application has been circulated to relevant Township Staff and external agencies. Staff and reviewers do not anticipate that the portion that is proposed to be closed will be needed for service easements, utility corridors or a future road.
- **8.2.6.c** That the unopened road allowance is not required for recreational activities i.e. pathways, trail systems, and access to environmental areas.

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The Corporation of The Township of Stone Mills Report

- The portion of the unopened unmaintained municipal road allowance proposed to be stopped up and closed is in itself landlocked by private property and as such is not required for recreational activities or access to environmental areas.
- **8.2.6.d** That the unopened road allowance is not required for access to future developments such as opening up aggregate areas or industrial areas.
 - The portion of road allowance is land locked and would not be capable of providing access for any of the above listed uses.
- **8.2.6.e.** The unopened road allowance does not provide access to water, to the discretion of Council.
 - Though the road allowance does abut Beaver Lake, the remnant road allowance is landlocked by private property and as such does not now, nor is it anticipated to, provide public access to the water.

It is the opinion of the Township's Planner that the application has regard for all the existing evaluation criteria of the Township.

4.5 Recommended Compensation

Generally, staff recommend the Township request compensation for lands to be conveyed as part of the closure of a road allowance to follow the Township's compensation policy. However, as this portion of road allowance was intended to be included in the previous road allowance conveyance (being By-law 2009-471), and due to the fact that that by-law stated that the lands therein were to be conveyed as lot additions and sold to the abutting property owners for the price of \$1.00, in this scenario, staff recommend Council adhere to that previous commitment of the Council of the day and convey the lands for the price of \$1.00.

In addition to the price of Conveyance, the applicant will be responsible for any and all fees accumulated by the Township in association with the proposed transfer.

5.0 Consultation

In accordance with the Public Notification Policy of the Township, notice was posted on the Township's website and in the vicinity of the subject land at least thirty days in advance of the Council meeting. In addition, notice was mailed to the other property owner directly abutting the road allowance.

<https://stonemills.com/>

The Corporation of The Township of Stone Mills Report

The following comments have been received at the time of writing this report:

5.1 Agency / Departmental Comments

Township of Stone Mills Building Department

- No comments received at the time of writing this report.

Township of Stone Mills Public Works Department

- No concerns with the proposed closing of the road allowance.

Township of Stone Mills Parks & Recreation

- No comments received at time of writing this report.

Township of Stone Mills Fire Services

- Staff have reviewed this application and have no concerns.

County of Lennox and Addington Roads and Bridges Department

- No comments or conditions respecting this matter.

Quinte Conservation Authority

- No concerns with the proposed closure and conveyance of the unopened road allowance.

Hydro One

- Hydro One has no plant on the subject property, therefore we have no objection to the road closure.

Enbridge

- No comments received at time of writing report.

Ministry of Energy and Mines

- No comments received at time of writing report.

5.2 Public Comments

The Township has not received any public comments in relation to this application.

6.0 Summary

Road Allowance Closure Application RC2026-02 has regard for the Municipal Act, 2022, and conforms with the Township of Stone Mills Official Plan. The request for closure has additionally followed the Municipal Road Allowance Closing Policies and Procedures of the Township of Stone Mills.

<https://stonemills.com/>

The Corporation of The Township of Stone Mills Report

Based on the above, the Township's Planner recommends that Council approve the road allowance closure application.

Prepared By: Mike Kelly, Planner

Approved By: Jason White, Chief Administrative Officer

<https://stonemills.com/>

**The Corporation of the
Township of Stone Mills
By-Law 2026-XXXX**

Being a By-law to Permanently Close and Convey any interest of the Municipality in an Unopened Road Allowance.

Whereas the Municipal Act, R.S.O., 2001, c.25, as amended, Section 28 Subsection 2 provides that: "Except as otherwise provided in this Act or under section 8 of the Public Transportation and Highway Improvement Act, a local municipality has jurisdiction over,

- (a) all road allowances located in the municipality that were made by the Crown surveyors; and
- (b) all road allowances, highways, streets and lanes shown on a registered plan of subdivision; and

And Whereas the Municipal Act, R.S.O., 2001, c.25, as amended, Section 35 provides that "Without limiting sections 9, 10 and 11, a municipality may pass by-laws removing or restricting the common law right of passage by the public over a highway and the common law right of access to the highway by an owner of land abutting a highway";

And Whereas a request has been received to close and convey an unopened Road Allowance;

And Whereas it is deemed in the interest of The Corporation of The Township of Stone Mills, that certain lands comprising the Unopened Road Allowance identified herein should be permanently closed and any interest of the Municipality in those lands conveyed to the abutting land owner;

Now Therefore the Council of The Corporation of the Township of Stone Mills enacts the following:

1. The following, being part of an Unopened Road Allowance, is hereby declared surplus to the needs of the Municipality and shall be permanently closed and conveyed;
 - a. A portion of the Road Allowance known as Cedar Avenue identified as Part 2 on Plan 29R-7858.
2. Any interest of the Municipality in the lands described in Clause 1.a. of this By-law shall be transferred and/or released to the registered owner of the lands described as: Plan 83 Part of Lots 40 to 42 RP 29R7858 Parts 1 and 3, Geographic Township of Sheffield, Township of Stone Mills, County of Lennox and Addington.
3. The lands shall be consolidated with Plan 83 Part of Lots 40 to 42 RP 29R7858 Parts 1 and 3, Geographic Township of Sheffield, Township of Stone Mills, County of Lennox and Addington.
4. That an appraisal shall not be required for the transfer of the lands identified herein as these lands consist of a municipal road allowance which has limited value.

5. That the transfer of the lands identified herein provides for the orderly development of abutting lands and shall be transferred to the abutting land owner(s) at the sum of \$1.00.
6. That all rights and requirements of any and all utilities affected by this road closure shall be protected.
7. The Mayor and the Clerk, or the delegates thereof, of The Corporation of The Townships of Stone Mills, are hereby authorized and directed to execute on behalf of The Corporation of the Townships of Stone Mills such transfers and other documents as may be necessary to convey the lands identified herein.
8. A certified or true copy of this by-law shall be deposited in the Land Registry Office for the Registry Division of Lennox and Addington, (No. 29).
9. This By-law shall be deemed to have come into effect following third reading and adoption by the Council of The Corporation of the Township of Stone Mills.

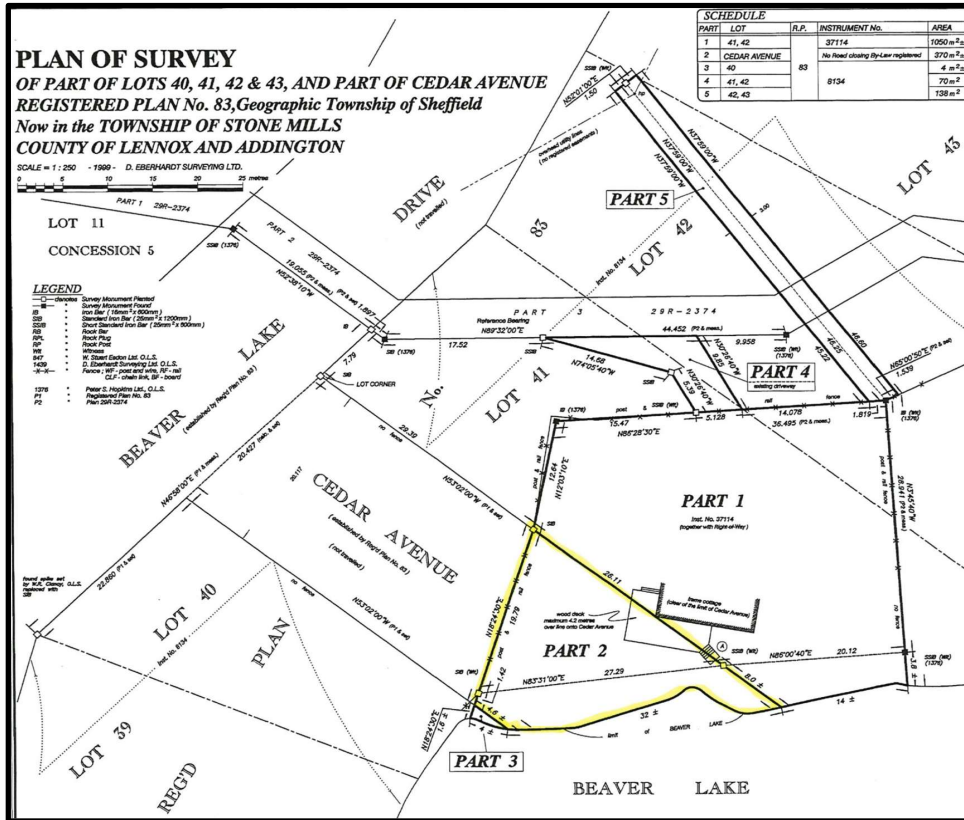
This By-law having been read a first, second and third time is hereby adopted this 8th day of June, 2026.

John Wise, Mayor

Brandi Teeple, Clerk

Schedule 'A'

Part 2 Plan 29R-7858, Geographic Township of Sheffield, Township of Stone Mills, County of Lennox and Addington.



From: [Samantha Carney](#)
To: [Mofiyinfoluwa Olunuga](#); [Michael Kelly](#)
Subject: RE: Request to Stop up, Close, and Convey Municipal Road Allowance - Cedar Avenue
Date: Tuesday, May 19, 2026 12:57:09 PM
Attachments: [image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)
[image008.png](#)

Good afternoon,

Quinte Conservation staff have reviewed the application and public notice to permanently close and convey an unopened municipal road allowance described as Part 2 on Plan 29R-7858, being Part of the Road allowance established by Registered Plan 83. The portion of road allowance to be closed and conveyed to abutting lands at 44A Holly Lane is adjacent to Beaver Lake and includes a portion of wooden deck attached to the cottage located at 44A Holly Lane.

This office has no concerns with the proposed closure and conveyance of the unopened municipal road allowance. Note that, the subject lands are regulated by virtue of Ontario Regulation 41/24 and that the 1:100-year flood plain of Beaver Lake is mapped. Any development (including construction/site grading/filling/excavation/change of use) within 30 metres of the 1:100 year flood plain will require a permit from this office. No new development is permitted within the flood plain.

Thank you for including us on this circulation.

With thanks,
Sam



Sam Carney

Planning Technician

P: 613-968-3434 or 613-354-3312 ext. 111

E: scarney@quinteconservation.ca

RR#2, 2061 Old Hwy #2, Belleville, ON K8N 4Z2

QuinteConservation.ca | QuinteSourceWater.ca

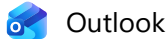


Working, living, and learning on the traditional territories of the Anishinabek, Huron-Wendat, and Haudenosaunee (Iroquois) peoples.

 **Consider the environment. Please don't print this e-mail unless you really need to.**

Disclaimer: This is intended for the addressee indicated above. It may contain information that is privileged, confidential, or otherwise protected from disclosure under the Municipal Freedom of Information and Privacy Protection Act. If you have received this in error, please notify us immediately.





RE: Request to Stop up, Close, and Convey Municipal Road Allowance - Cedar Avenue

From REAL ESTATE ZONE 3B <RealEstateZone3B@HydroOne.com>
Date Tue 6/2/2026 9:22 AM
To Mofiyinfoluwa Olunuga <MOlunuga@Stonemills.com>
Cc REAL ESTATE ZONE 3B <RealEstateZone3B@HydroOne.com>

 2 attachments (931 KB)
RC2026-02 - Application.pdf; Public Notice - Cedar Ave, Council.pdf;

Good morning Fiyin,

Hydro One has no plant on the subject property, therefore we have no objection to the road closure.

Thank you!

Jenny Wimalanath (she/her)

Real Estate Associate
Hydro One Networks Inc.
Facilities & Real Estate
647-208-2644
[HydroOne.com](https://www.hydroone.com)

From: Mofiyinfoluwa Olunuga <MOlunuga@Stonemills.com>
Sent: Thursday, May 7, 2026 4:21 PM
To: Stone Mills Planning <planningapps@Stonemills.com>
Subject: Request to Stop up, Close, and Convey Municipal Road Allowance - Cedar Avenue

***** Exercise caution. This is an EXTERNAL email. DO NOT open attachments or click links from unknown senders or unexpected email. *****

Hello,

A request has been submitted to the Township of Stone Mills to stop up, close, and convey part of the unopened, unmaintained, municipal road allowance identified as Part 2 on Plan 29R-7858, being Part of the Road allowance established by Registered Plan 83, Geographic Township of Sheffield, Township of Stone Mills, County of Lennox and Addington.

Please find the Application Form and Public Notice attached.

Please confirm receipt of this email and provide any comments or feedback by **Monday, June 8, 2026**.

Page 12 of 19

Thank you,



Fiyin Olunuga

Development Services Coordinator

Phone 613-378-2475 Ext: 223 **Fax** 613-378-0033

Web www.stonemills.com

Email molunuga@stonemills.com

4504 County Rd 4, Centreville, ON K0K 1N0


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**FW: EXTERNAL: Request to Stop up, Close, and Convey Municipal Road Allowance - Cedar Avenue
CTY RESPONSE**

From Tara Bruce <tbruce@lennox-addington.on.ca>
on behalf of
Roads And Bridges <RoadsAndBridges@lennox-addington.on.ca>
Date Fri 5/8/2026 10:57 AM
To Mofiyinfoluwa Olunuga <MOLunuga@Stonemills.com>

 2 attachments (931 KB)
RC2026-02 - Application.pdf; Public Notice - Cedar Ave, Council.pdf;

The above matter has been reviewed by the Roads and Bridges Department of the County of Lennox and Addington.

Please be advised that the County Roads and Bridges Department has no comments or conditions respecting this matter.



Tara Bruce

Engineering Technologist, Roads and Bridges
County of Lennox and Addington
97 Thomas St. E., Napanee, ON K7R 4B9
T 613.354.4883 x3226 | F 613.354.3112
tbruce@lennox-addington.on.ca | www.lennox-addington.on.ca

Helping People Live Their *Best Lives*

From: Mofiyinfoluwa Olunuga <MOlunuga@Stonemills.com>
Sent: Thursday, May 7, 2026 4:21 PM
To: Stone Mills Planning <planningapps@Stonemills.com>
Subject: EXTERNAL: Request to Stop up, Close, and Convey Municipal Road Allowance - Cedar Avenue

Hello,

A request has been submitted to the Township of Stone Mills to stop up, close, and convey part of the unopened, unmaintained, municipal road allowance identified as Part 2 on Plan 29R-7858, being Part of the Road allowance established by Registered Plan 83, Geographic Township of Sheffield, Township of Stone Mills, County of Lennox and Addington.

Please find the Application Form and Public Notice attached.

Please confirm receipt of this email and provide any comments or feedback by **Monday, June 8, 2026**.

Thank you,



Fiyin Olunuga

Development Services Coordinator

Phone 613-378-2475 Ext: 223 **Fax** 613-378-0033

Web www.stonemills.com

Email molunuga@stonemills.com

4504 County Rd 4, Centreville, ON K0K 1N0

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The Corporation Of The Township Of Stone Mills By-Law 2009 - 470

Being a by-law to deem certain parts of Registered Plan 83 as not being a plan of subdivision.

WHEREAS Section 50(4) of the Planning Act, R.S.O. 1990, as amended, authorizes the Council of a local municipality to designate by by-law all or any part of a plan of subdivision that has been registered for eight (8) years or more not to be a registered plan of subdivision for the purposes of the subdivision control provisions of subsection 50(3) of the Planning Act; and

WHEREAS Registered Plan 83 being a plan of subdivision within the jurisdictional limits of the Township of Stone Mills was registered in the Land Registry Office for the County of Lennox and Addington on April 10, 1929; and

WHEREAS for the purpose of orderly development and good planning, the Council of the Township of Stone Mills wishes to exercise its powers under Section 50(4) of the Planning Act in respect to certain parts of Registered Plan 83.

NOW THEREFORE the Council of the Corporation of Stone Mills hereby enacts as follows:

1. In accordance with Section 50(4) of the Planning Act, the following parts of Registered Plan 83 are hereby deemed not to be a registered plan of subdivision for the purposes of subsection 50(3) of the Planning Act, as amended:
 - a. Lots 20, 21, 22, 23, 24, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50;
 - b. Those parts of Beaver Lake Drive being Parts 7, 8, 9, 10, 11, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22 and 23 of Reference Plan 29R8948;
 - c. All of Charles Avenue;
 - d. All of Valley Avenue;
 - e. All of Beech Avenue; and
 - f. All of Cedar Avenue.
2. In accordance with subsection 50(26) of the Planning Act, the Clerk of the Township shall lodge a certified or duplicate copy of this by-law to the office of the Minister of Municipal Affairs and Housing.
3. In accordance with subsection 50(28) of the Planning Act, the Clerk of the Township shall register a certified copy of this by-law against the title of each of those lands referred to in Paragraph 1 of this by-law in the Land Registry Office.
4. In accordance with subsection 50(29) of the Planning Act, notice of the passing of this by-law shall be given within thirty (30) days of the date of passing, to each person appearing on the revised assessment roll to be the owner of the lands referred to in Paragraph 1 of this by-law, which notice shall be sent to the last known address of each person identified therein.
5. This by-law shall be deemed to have come into effect upon the registration of this by-law in the Lands Registry Office of the County of Lennox and Addington as per Paragraph 3 herein.

Read a first, second and third time and finally passed on this 19th day of
January, 2009.

Debbie Thompson
.....
Debbie Thompson, Reeve

Darlene Plumley
.....
Darlene Plumley, CAO/Clerk

The Corporation Of The Township Of Stone Mills By-Law 2009 - 471

Being A By-Law To Permanently Close And Convey Portions Municipal Highways in Registered Plan 83.

WHEREAS Sections 11(3), 27(1) and 34(1) of the Municipal Act, R.S.O., 2001, c.25, as amended, authorize a lower-tier municipality to pass by-laws respecting highways, including by-laws to permanently close highways; and

WHEREAS The Council of the Township of Stone Mills has adopted By-law Number 1998-50 being a by-law which established the Procedures and Governs the sale of real property;

WHEREAS it is deemed in the interest of the Corporation of the Township of Stone Mills, that certain portions of municipal highways laid out in Registered Plan 83 should be permanently closed and conveyed to the abutting land owner(s) and;

AND WHEREAS the consent of the Government of Canada to the passing of this by-law is not required in accordance with Section 34(2) of the Municipal Act, 2001.

NOW THEREFORE the Council of the Corporation of the Township of Stone Mills enacts as follows:

1. Those portions of the following highways laid out in Registered Plan 83 be hereby permanently closed and declared surplus to the needs of the Municipality:
 - a. Those portions of Beaver Lake Drive being Parts 8, 9, 10, 13, 14, 15, 16, 17, 19, 21, 22 and 23 of Reference Plan 29R8948;
 - b. That portion of Beaver Lake Drive and all of Charles Avenue being Part 7 of Reference Plan 29R8948;
 - c. That portion of Beaver Lake Drive and all of Valley Avenue being Parts 11 and Part 12 of Reference Plan 29R8948;
 - d. That portion of Beaver Lake Drive and all of Beech Avenue being Part 18 of Reference Plan 29R8948; and
 - e. That portion of Beaver Lake Drive and all of Cedar Avenue being Part 20 of Reference Plan 29R8948.
2. The lands as herein described herein shall be conveyed as lot additions to the owner or owners of the abutting lots within Plan 83 in accordance with Section 2 of By-law Number 1998-50.
3. Due to the nature of the lands identified herein, an appraisal is deemed not required and the lands may be sold to the abutting land owner(s) at the nominal sum of \$1.00 in accordance with Section 4 of By-law 98-50.
4. The Reeve and Clerk of The Corporation of The Township of Stone Mills are hereby authorized to execute on behalf of the Corporation of the Township of Stone Mills such deeds and other documents as may be necessary to convey those portions of the highways which have been permanently closed by this by-law.

5. All rights and requirements of any and all utilities affected by this road closure shall be protected.
6. A certified copy of this by-law shall be deposited in the Land Registry Office for the Registry Division of Lennox and Addington, (No. 29).
7. This By-law shall come into force on the date it is passed by the Council of the Corporation of the Township of Stone Mills.

This By-law having been read a first, second and third time is hereby adopted this 19th day of January 2009.


.....
Debbie Thompson, Reeve


.....
Darlene Plumley, CAO/Clerk



The Corporation of The Township of Stone Mills Staff Report

To: Mayor and Members of Council
Subject: 2026 Stoney Steps Artfest Special Event Permit Application
Submitted By: Brandi Teeple, Clerk
Meeting Date: June 8, 2026

Summary

This report serves to inform Council that Staff are in receipt of a Special Event Permit application for Stoney Steps Artfest in Newburgh and furthermore to obtain delegated authority from Council to approve the Special Event Permit as required under the Special Event By-law and obtain Council direction with respect to the monetary request for support from Ms. Embury.

Recommendation

That Council receive the report titled "2026 Stoney Steps Artfest Special Event Permit Application" for; AND

1. That Council authorize staff to issue a letter of approval for the Stoney Steps Artfest provided that the applicant completes outstanding permit application requirements; AND
2. That Council provide direction to staff on the following monetary request,
 - a. insurance cost for the event, in the amount of \$226.88;
 - b. 10 garbage bags at a cost of \$30.00
 - c. Staff support in the amount of approximately \$600.00 for the delivery of picnic tables and garbage cans, subject to availability; AND
3. That staff be directed to coordinate with Ms. Embury and deliver township picnic tables and garbage cans for use at the event.

Background

<https://stonemills.com/>

The Corporation of The Township of Stone Mills Report

In March of 2019, the Township of Stone Mills adopted By-law 2019-965, being a By-law to Regulate Special Events where there will be more than 250 people in attendance. Previously, Martha Embury has hosted an Art show in Newburgh called "Stoney Steps Artfest" and has obtained a Special Event Permit.

Discussion/Analysis

A Special Event Permit Application has been received by staff for Martha Embury's Stoney Steps Artfest to be held on Saturday, June 20th, 2026, in Newburgh.

In accordance with Section 4.1 of the Special Events Guidelines, to be considered for approval for a Special Event Permit, the Special Event must have a direct impact on one or more of the following areas:

"agriculture, agri-tourism, tourism, arts and culture, education, health and wellness, athletics/physical fitness, enrich the character and identity of the Township, create unique rural personable experiences (including outdoor weddings, birthdays etc.), contribute to tourism or extend the overall range and mix of tourism in the Township".

The event features a wide range of Canadian artisans, live educational demonstrations, local music and food. The event organizers are anticipating approximately 2000 attendees. Therefore, staff believe the event meets the intent of Section 4.1.

Additionally, in order to be considered for approval for a Special Events Permit, applicants must provide numerous supporting documents, which can include but are not limited to,

- Site Plan
- Emergency Plan
- Fire Plan
- Accessibility Considerations
- Proof of Insurance
- Notice of Event to L&A Paramedic Services, OPP, and Township of Stone Mills Fire Department
- Notice to neighbouring property owners
- Noise exemption request
- Permit Application

As of the date of this report, Township staff are in receipt of the majority of items applicable to this Special Event Permit; staff are awaiting receipt of proof of insurance, proof of inspection from KFL&A Health Unit and notification to OPP. The application and supporting documents submitted thus far are attached to this report.

<https://stonemills.com/>

The Corporation of The Township of Stone Mills Report

Section 4.2 of the policy speaks to Approvals and Notices and states that "Upon receipt of the Special Events Application, all required documentation, Council approval and all criteria being met, a letter of approval will be sent to the Event Organizer". Should Council support this Special Event Permit application, Council should consider delegating final approval of the Special Event Permit to Staff, provided that the outstanding documents are submitted by June 15, 2026, to the satisfaction of Township staff.

Senior Management has reviewed all documentation provided by the applicant, and while there are a few minor items outstanding in accordance with the Special Events By-law, no concerns have been raised with the application as proposed. Staff will continue to work with the applicant in completing the outstanding items prior to the event.

In addition to the Special Event Permit, the applicant is requesting the following monetary donation from the Township,

1. Delivery and use of Township picnic tables (12) and garbage cans (4) (approx. cost of \$600.00)
2. Donation of 10 township garbage bags (\$30.00)
3. Reimbursement in the amount of \$226.88 to cover the cost for their insurance for the event

In previous years, Council approved the request for the use of Township picnic tables and garbage cans and covered the cost for insurance in the amount of \$243.03. In 2025 the picnic tables (6) and garbage cans (4) were removed from parks within the Township, as the Township does not have additional picnic tables and garbage cans readily available. These items were removed from Centennial Park, where only a couple picnic tables remained over the course of a weekend. Should Council approve these requests, staff would again, remove the picnic tables and garbage cans from local parks and deliver to the event and then return the picnic tables after the event; the staff time, along with cost for the garbage bags and insurance would be funded through the Council Donation Budget Line.

Financial/Budgetary Implications

The 2026 Council donation budget is \$10,000.00; thus far Council has donated \$1,761.00, leaving \$8,239.00 available for donations. Should Council approve the request to reimburse the cost of insurance, provide garbage bags and staff time to deliver garbage cans and picnic tables for the event, it is anticipated that the cost incurred would be approximately \$800.00-\$1,000.00.

Attachments

<https://stonemills.com/>

The Corporation of The Township of Stone Mills Report

[Special Event Application and Supporting Documents Stoney Steps Redacted](#)

Prepared By: Brandi Teeple, Clerk

Approved By: Jason White, Chief Administrative Officer

<https://stonemills.com/>

Township of Stone Mills

Re: Stoney Steps Artfest 2026

To whom it may concern:

Once again it's time for another Art Show in Newburgh.

Please see all the attached criteria for the special events permit.

One of the criteria not contained in the package is to provide proof of insurance.

I am waiting for the insurance company to provide me with the copy of insurance policy- once received I will forward to Township.

I am also waiting for the KFLA food vendor application to be returned for myself. I will be providing an overall application to KFLA for the event. Once I have received a copy I will provide the Township.

Moscow and Riverside United Churches are doing pies and they will provide a KFLA food vendor application themselves.

Kingston Christian School is doing the Food Booth and they will provide a KFLA food vendor application themselves.

I also want you to be aware that the OPP last year stated they do not see it applicable to provide us with a letter for the show.(See notification attached.)

If you need any further information please contact me at [REDACTED]

Best Regards

Martha Embury

The Show

Stoney Steps Artfest is a juried outdoor show featuring a wide range of fine arts and crafts created by 55+ *skilled Canadian makers*. The show is located along the picturesque banks of the Napanee River in beautiful Newburgh, Ontario, Canada.

As a successor to Newburgh's award-winning Art Among The Ruins show which was produced and hosted by the Anderson family until 2019, our goal is to continue to offer exciting high-quality, diverse art to the public while at the same time bring residents together and create community connectedness.

At Stoney Steps Artfest, spend the day shopping for beautiful handmade goods and fine art from some of the best artisans in the region, sit under a tree and sip tea, listen to birds sing and musicians play, watch live educational demonstrations, tantalize your taste buds with delicious lunch fare and homemade pie all lovingly prepared by local community groups. Come celebrate art with us, we welcome you!

The Property

Stoney Steps Artfest is less than 1 kilometre from the village hub. It is located on a beautiful 57-acre riverfront property owned by the Embury family of Newburgh. Since 1927 the property has been fondly called "Stoney Steps" by the locals due to its naturally occurring limestone steps, making it an easy access point to enjoy fishing, swimming and canoeing in the Napanee River.

The scenic Cataract Trail, which follows a section of abandoned CN railway, runs adjacent to the property. This trail is a year-round shared-use recreation trail stretching 104 kilometres from Smiths Falls in the east to less than 1 kilometre to Strathcona in the west. Train services were discontinued in 1986 and the ties and tracks removed in 1989. The trail is enjoyed daily by hikers, cyclists, equestrians, snowmobilers, cross country skiers, adjacent landowners and agriculturalists.

One may take a leisurely 0.75-kilometre walk or bike ride from the historic villages of Newburgh or Strathcona directly to the show site. For those who prefer to drive, there is field parking on site for hundreds of vehicles. Vehicle access is along an unpaved farm lane through the fields just off County Road 11 in the Village of Newburgh.

The Founder

Stoney Steps Artfest is produced by Martha Embury with the generous help from enthusiastic local volunteers.

Martha is the owner of Stoney Steps property. She values community service and for many years has volunteered and contributed as a Board Member in numerous local groups and organizations. Living a busy farm life, she still manages to find time to indulge in her love of quilting. She derives tremendous satisfaction from applique work, piecing, and quilting on her long arm quilting machine. Martha is pleased to allow art lovers from near and far to enjoy Stoney Steps, her beautiful, historic property.

News Release

Saturday – May 6, 2026

Stoney Steps Art Fest

Stoney Steps Art Fest is a juried outdoor show featuring a wide range of fine arts and crafts created by 55+ skilled Canadian makers. The show is located along the picturesque banks of the Napanee River in beautiful Newburgh, Ontario, Canada.

As a successor to Newburgh's award-winning Art Among The Ruins show which was produced and hosted by the Anderson family until 2019, our goal is to continue to offer exciting high-quality, diverse art to the public while at the same time bring residents together and create community connectedness.

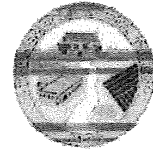
At Stoney Steps Art Fest, spend the day shopping for beautiful handmade goods and fine art from some of the best artisans in the region, sit under a tree and sip tea, listen to birds sing and musicians play, watch live educational demonstrations, tantalize your taste buds with delicious lunch fare and homemade pie all lovingly prepared by local community groups.

Come celebrate art with us, we welcome you!

For more information please contact: Martha Embury Tel: 3 [REDACTED]

The Corporation Of The Township Of Stone Mills

Event Application Form



This Box To Be Completed By Municipal Staff

File Number E-

1. Date Of Event

In accordance with Bylaw 2019-965 of The Corporation Of The Township of Stone Mills, the applicant as herein identified, applies to conduct an event for the following dates:

Date And Time Of Commencement	June 20, 2026 10 AM
Date And Time Of Ending	June 20, 2026 5 PM

2. Applicant

This is the person responsible for the organization and management of the event and to whom all inquiries, correspondence, notices and any other matter respecting this application will be directed.

Name Martha Embury	Name
Civic Address [REDACTED]	Mailing Address
City/Town [REDACTED]	Province
Postal Code [REDACTED]	[REDACTED]
Home Telephone	Business Telephone
Cell Telephone [REDACTED]	Fax Telephone

3. Event Site

Please provide the civic address (911 number) assigned to the lands subject to the event. If no civic address has been assigned, please provide the closest civic address together with the direction and distance from that civic number to the event site.

476- Lennox & Addington County Rd 11

4. Public Lands

If the event is to be held on publicly owned lands, please provide a general description of the site or alternatively what the site is generally known as.

[REDACTED]

5. Assessment Roll Number (ARN)

Every parcel of land in Ontario is assigned an individual number for taxation purposes by the Municipal Property Assessment Corporation (MPAC). This number can be found on your property tax bill or on any notice of assessment from MPAC and relating to the subject lands.

1124	130	010	18500	0000
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6. Local Membership

Is the applicant a member of or associated with one or more of the following groups or organizations

Nature Of Association	Yes/No
A sports association that has a mandate to provide sports or recreational opportunities of which the majority of the membership is comprised of residents of the Township of Stone Mills	
A church or religious association where the primary place of worship is located in the Township of Stone Mills	
An association whose mandate is to provide for educational opportunities or benefits or to assist an educational facility in the provision of educational opportunities or benefits for the youth of the Township of Stone Mills	
An association whose mandate is to promote and foster public awareness or the conservation of cultural and/or heritage resources specific to the Township of Stone Mills	
An association whose mandate is to promote or otherwise provide a continuous or long term economic benefit to the Township of Stone Mills or a portion thereof	Yes

7. Attendance

Please provide the best estimate of the number of persons attending at the event including participants and spectators.

Participants	100	Spectators	2000	Total Attendance	2100
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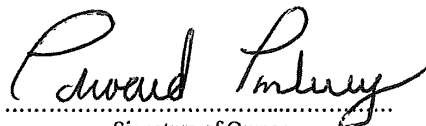
8. Owner (If Different From Applicant)

If the event site is privately owned, please provide the legal owner(s) of the land as it appears on the Deed to the lands of the event site. In the event there are multiple owners, please ensure all owners are identified. Please attach a separate page if required to identify all Owners.

Name Edward Embury	Name
Civic Address [REDACTED]	Mailing Address
City/Town [REDACTED]	Province
[REDACTED]	Email
Home Telephone	Business Telephone
Cell Telephone [REDACTED]	Fax Telephone

9. Owner Approval Of Event (To Be Signed By The Owner)

The "Owner" hereby authorizes the lands as herein described to be utilized for the event subject to this application and hereby provides that the "Applicant" to be representative of this application in all respects including the receiving of notices, correspondence, inquiries and any other matter that may be of relevance in the review of this application



Signature of Owner

.....
Signature of Owner

May 20 / 2026

10. Legal Description

This is the legal description of the event site as it would appear on the Deed to the lands.

Concession	2	Lot	14	Subdivision Plan	Lot / Block
Reference Plan	29R-4466	Part(s)	Pt Part 1		
Township of Camden East		Township of Sheffield		Village of Newburgh	<input checked="" type="checkbox"/>

11. Nature Of The Event

Identify in this section the nature of the event. Check all that apply.

Theatrical Including Musical	<input type="checkbox"/>	Cycling Race/Tour	<input type="checkbox"/>
Music and Dance	<input type="checkbox"/>	Pedestrian Walk/Run	<input type="checkbox"/>
Automobile/Motorcycle On Road Racing/Tour	<input type="checkbox"/>	Sports Game/Tournament	<input type="checkbox"/>
Automobile/Motorcycle Off Road Racing/Tour	<input type="checkbox"/>	Liquor Licensed Event	<input type="checkbox"/>
Boat Racing	<input type="checkbox"/>	Fair/Exhibition	<input type="checkbox"/>
Snowmobile Race/Tour	<input type="checkbox"/>	Banquet/Dinner	<input type="checkbox"/>

If the nature of the event is different from that listed above, please provide a brief description of the event

Art Fest
Please see News Release attached

12. Access

Access To Event Site Is Provided By

Provincial Highway	<input type="checkbox"/>	Private Road Or Right Of Way	<input type="checkbox"/>
County Road	<input checked="" type="checkbox"/>	Water Access	<input type="checkbox"/>
Township Road	<input type="checkbox"/>		

13. Sight Line

The Direction And Distance From The Access To The Event Site In Each Direction Is:

Direction	West	Distance	1000 Ft	Direction	East	Distance	1000 Ft
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14. Parking

Please provide a description of the area of lands dedicated towards vehicular parking for the event

Please see Parking attached

15. Water Supply

Identify how potable water is now or proposed to be provided on the event site during the event.

On site potable water supply	<input type="checkbox"/>
Bottled water supply or sales	<input checked="" type="checkbox"/>

Development of public fountains	<input type="checkbox"/>
None proposed	<input type="checkbox"/>

16. Sewage Disposal

Identify how sewage disposal is provided or proposed to be provided to the event site during the event.

On site sewage disposal system	<input checked="" type="checkbox"/>
Portable toilets	<input checked="" type="checkbox"/>

Development of pit privys	<input type="checkbox"/>
None proposed	<input type="checkbox"/>

17. Electrical Service

Describe any electrical services to the event site during this event whether existing or proposed.

On site permanent electrical supply	<input type="checkbox"/>
On site temporary electrical supply	<input type="checkbox"/>

Portable electrical generator	<input checked="" type="checkbox"/>
No electricity proposed	<input type="checkbox"/>

18. Known Risks

Please provide a brief description of any known condition, building or structure that may exist on or adjacent to the event site that could impose a risk to persons attending at the event or could potentially be the subject of some harm arising from the event. If the applicant is unsure of any known feature, please include this information and through the review process, it will be determined if such a feature will have an impact on the approval of this application.

Description	On Site	On Adjacent Lands
There are no known protential risk ossocited with this event.		

19. Fireworks Display

If the proposed event is for the purpose of a fireworks display or is intended to include a fireworks display, a separate site plan is required for the fire works display. The applicants shall indicate on the separate site plan the following information:

- Expected distances
- Launch point
- Spectator area
- Surrounding topography
- Safety equipment location
- Safety Plan and Procedures

The contact information of any other person specifically responsible for the fireworks display together with the credentials of that person for the management of the fire works display shall be included with the application.

20. Mandatory Information

The following is a list of information that must be included with each event application:

- a written letter of approval from the Ontario Provincial Police
- a site plan of the lands where the event is to be held
- an emergency plan
- a certificate of insurance identifying general liability insurance in the name of the applicant in an amount of not less than Two Million Dollars (\$2,000,000.) per occurrence that will be in effect for the entire duration of the event
- The permit fee

21. Additional Information

In addition to the mandatory information to be supplied, the following is a list of additional information that has been attached to and is intended to form part of this application.

22. Directions To Event Site

Municipal Staff, as well as Staff from other levels of Government or Agencies may attend at the event site to inspect your proposal. Directions should be included from the nearest major highway. This information may be included in paragraph or sketch form or both.

Please see attached directions

Directional Sketch (If Required)

23. Required Site Plan

The required site plan forms part of the application and notice requirements and as such must be in a form and colour that can be readily photocopied for distribution. Measurements must be provided to illustrate the intent of the application together with the distance to any feature which could affect the use of the lands for the event and should complement the information contained within the application. Site plans that are incomplete will be returned to the applicant for completion, and inaccurate information or measurements could result in the application being deferred or denied.

All site plans shall be:

1. Provided on a separate 8.5" X 11" page(s);
2. Site plans may be provided on larger paper for presentation of the application
3. In black ink
4. Dimensions and other information should be horizontal with the page whenever possible; and
5. A north directional arrow shall always be at the top of the page.

The following information must be included on the site plan with all dimensions and areas in metric units:

1. the boundaries and dimensions of the parcel of the event site
2. the approximate distance between the event site and the nearest landmark such as a bridge or railway crossing, etc.
3. the approximate location of all natural and artificial features such as buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks, that are located on the event site or on lands adjacent to the event site
4. any existing uses of the event site
5. the location and name of any roads within or abutting the event site including any unopened road allowance, a public traveled road, or private road or a right of way
6. if access to the event site will be by water only, the location of the parking and boat docking facilities to be used
7. the location and nature of any easement affecting the event site
8. a north directional arrow
9. any existing or proposed entrance
10. such other information that could be deemed to be of relevance to this application.

24. Declaration Of Applicant

The applicant upon signing this application is declaring that:

- That all statements contained in this application are accurate and true; and
- Authorizes representatives of the Township Of Stone Mills as well as representatives from other levels of government or any agency thereof who have been deemed to have an interest in a matter arising from this application, to enter upon the lands and to conduct any inspection necessary that may have an impact on a decision relating to this application.


 Signature of Applicant

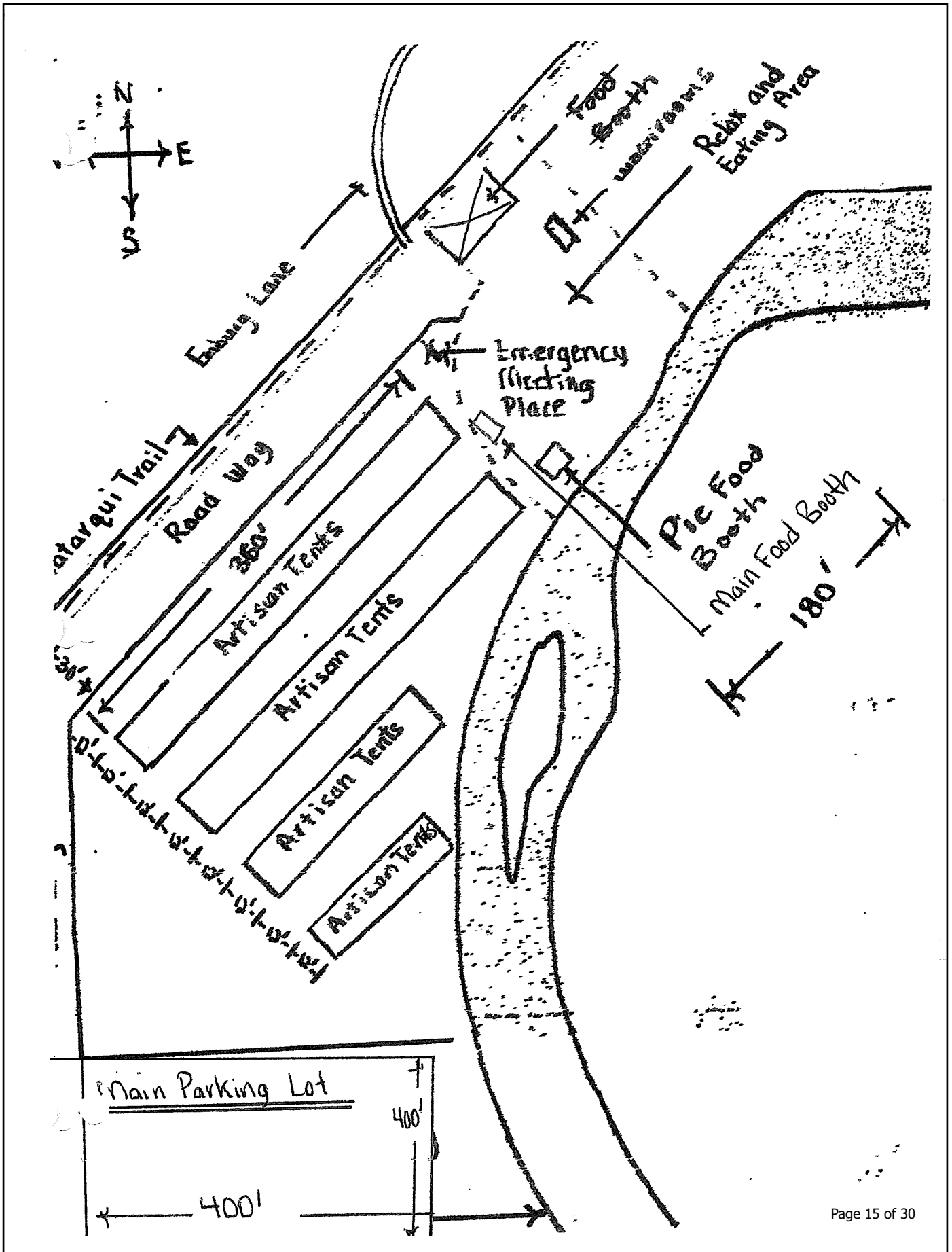
.....
 Signature of Applicant

25. Review And Acceptance - To be completed by Municipal Staff

The undersigned having reviewed this application hereby deems this application to be complete and accepts this application on behalf of the Township of Stone Mills.

Date	Name	Signature

Site Plan and Parking Plans



NEW PARKING LOT ENTRANCE

Catarqui Conservation has granted me (Edward Embury) the use of the Catarqui Trail from the entrance of Stoney Steps westward approximately 500ft for the dates of the Stoney Steps Artfest.

A new parking lot entrance will be completed off the Catarqui Trail.

Please see map attached.

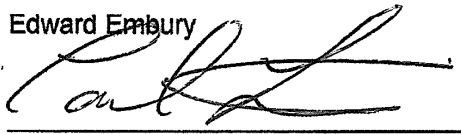
This will allow for improved traffic flow to the traffic area for the show.

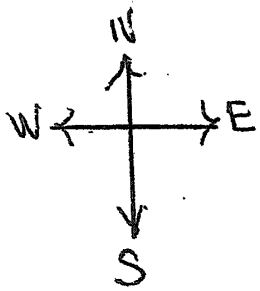
Traffic will only be allowed to flow one way out off parking going eastward.

Traffic into the parking area will only flow from the entrance of Stoney Steps.

This will allow for better traffic flow and safe access to the event.

Edward Embury

A handwritten signature in black ink, appearing to read 'Edward Embury', written over a horizontal line.



County Rd 11

Embury Lane

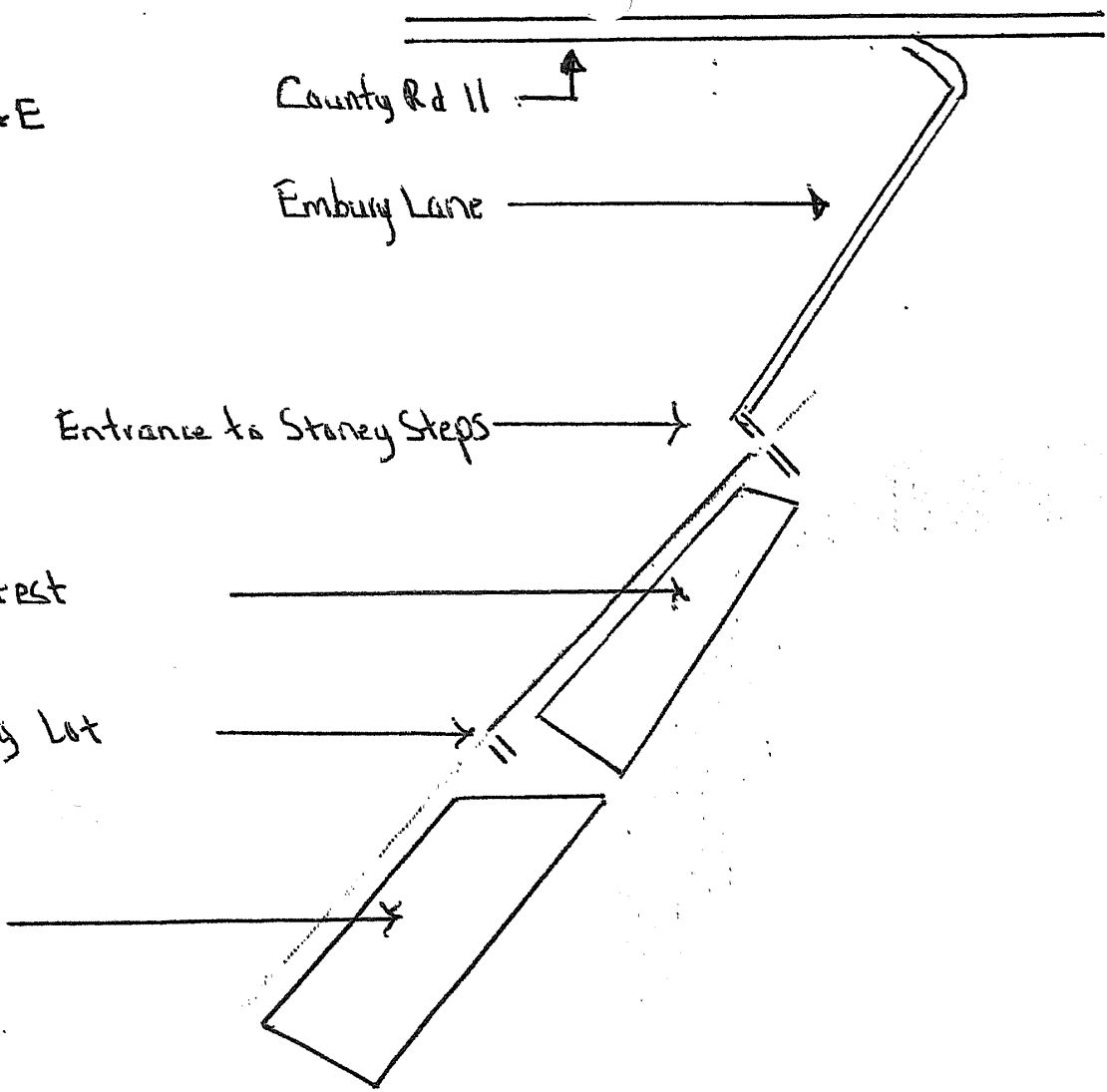
Entrance to Stoney Steps

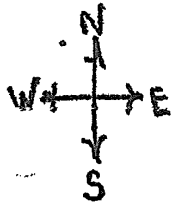
Art Fest

New Parking Lot Entrance

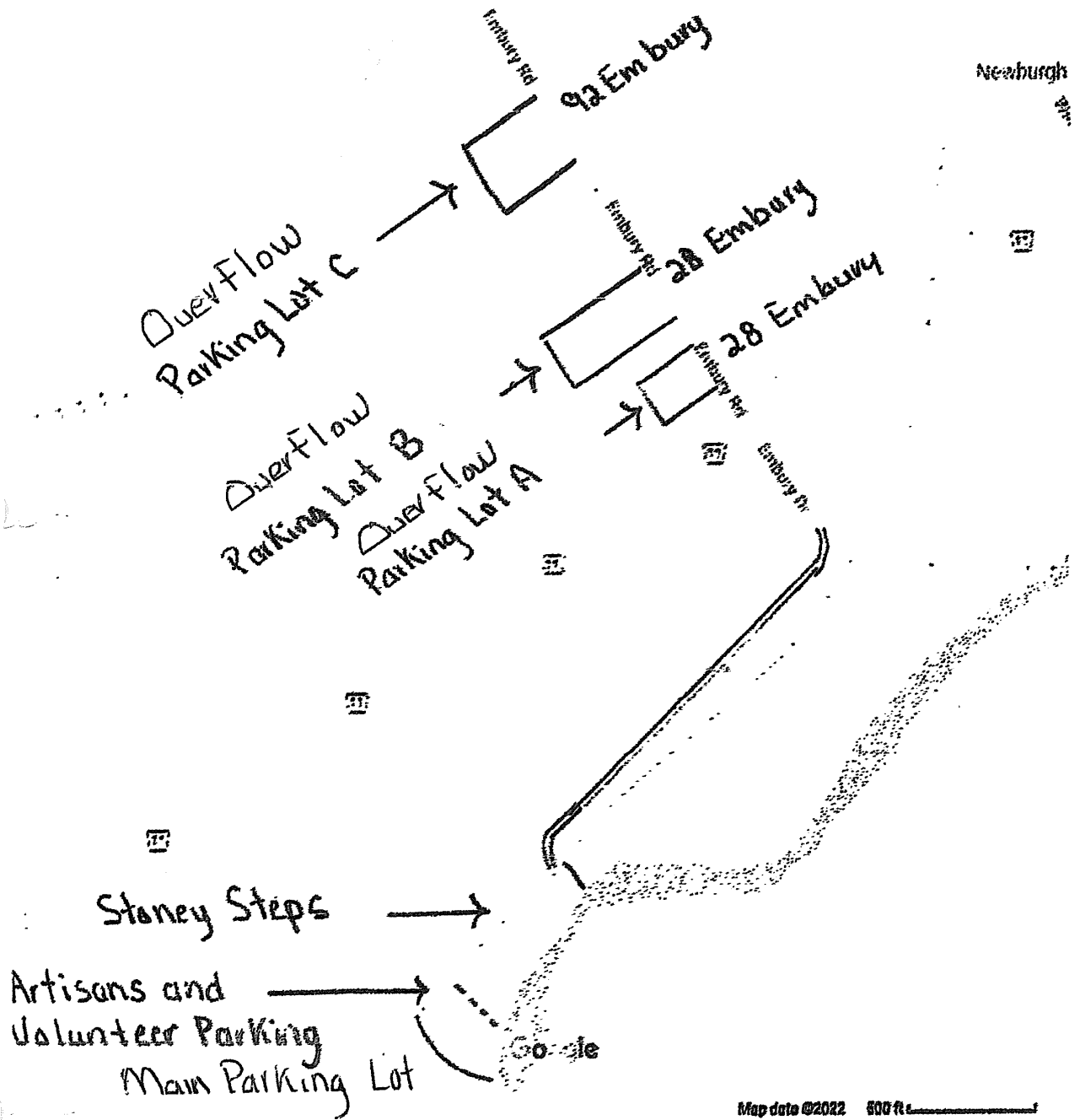
New Parking

New Parking Lot Entrance





Stoney Steps Art Fest Parking Map



Neenburgh
Rd.

Stoney Steps Art Fest Procedures

2026 Stoney Steps Art Fest Procedures

Access to Event:

Access to Stoney Steps Art Fest is at 476 County Rd 11 and onto Embury Lane south to Stoney Steps. Personnel will be at entrance to direct traffic in and out of the event.

Access to Parking:

Access to parking will be from County Road 11 onto Embury Rd south to event parking on site. Overflow parking will be north on Embury road at 28 Embury if needed. Signs will mark each lot. (See attached parking map)

Parking Plan:

Parking for Artisans and Volunteers will be on the site of Stoney Steps. (Please see attached map) Artisans and Volunteers must be in place by 9.00 am. All traffic after 9.00 am will be strictly controlled into Stoney Steps. Parking will also be provided at Stoney Steps for disabled and people with mobility problems.

Remote Parking Plan:

All parking for the public will be provided at site 476 County Road 11 (Parking lot personnel will park cars and monitor the lots for space throughout the event.) Or overflow parking if needed at 28 Embury Road. (Please see attached map) Public will be shuttled by two tractors and enclosed hay wagons from the parking lot area (28 Embury) to Stoney Steps. A handrail step will allow people to access the wagons at the parking area and Stoney Steps. The unloading area for the wagons is only accessible to those stepping off and boarding the wagons. No

other foot traffic in this area will be allowed. Parking lot personnel will park cars and monitor the lots for space throughout the event. Note – new parking entrance from Catarqui Trail please find attached.

Embury Lane Access:

There will be no foot traffic on Embury Lane.

Catarqui Trail:

All foot traffic will be directed to the trail.

Emergency Evacuation Plan:

All public will exit to the east of the Stoney Steps Art Fest and proceed east onto Catarqui Trail to County Road 11. This will allow Police, Fire or Ambulance to enter on Embury Lane. An Emergency meeting place is at entrance of Stoney Steps to provide for assistance that may be needed.

Fire Extinguishers:

Will be onsite and readily available.

Food:

Kingston Christian School and the Moscow and Riverside United Churches will be providing food for the event. Both parties have their own insurance which will be forwarded to the township. The KFLA application will be provided to the township for the event for both of the above parties.

Water and Portable Toilets:

Bottled water supply will be provided for sale. Portable Toilets will be onsite for the duration of the event.

Electrical Service:

A portable generator will be onsite to the far east of the event site to provide electricity for food services. The electric cords will not be in the public walkways.

Health and Safety:

Health and Safety will be provided on day of show. A volunteer orientation and training day will be held on June 6, 2026 to plan for the event for all volunteers.

Emergency Meeting Place:

An area for all Emergency measures will be in place to allow Emergency Services to meet in response to any emergency. A list of all Emergency Services will be posted at the meeting place.

Ontario Provincial Police:

A letter is provided to the Township of Stone Mills from the OPP for the event. ***Note: OPP Napanee states they do not need to be provided letter for event.***

County of Lennox and Addington Roads:

A letter is provided to Dan Baxter, Supervisor Roads and Bridges advising increase in traffic flow.

County of Lennox and Addington Paramedic Services:

A letter is provided notifying of the event.

Stone Mills Township – Fire Chief

A letter is provided to the Fire Chief notifying of event.

Insurance:

A certificate of Insurance is provided to the Township of Stone Mills for the event.

Site Plan:

Please see attached site plan for the event.

New Parking Entrance at Stoney Steps:

Please see attached new parking entrance from Catarqui trail.

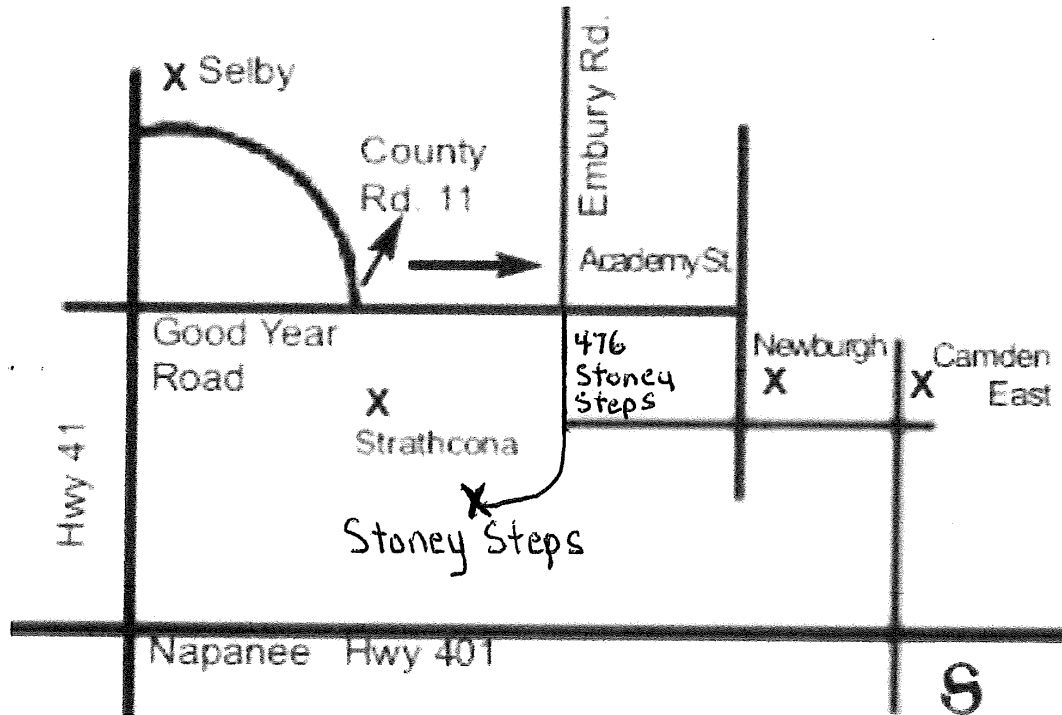
Waste Disposal:

See letter attached.

Stoney Steps Art Fest

Notification Letters

+Directions to Stoney Steps Art Fest



Martha Embury

[REDACTED]
[REDACTED]

May 20, 2026

Dan Baxter, Supervisor, Roads and Bridges
County of Lennox and Addington
97 Thomas Street East
Napanee, Ontario
K7R 4B9

Dear Dan,

Please be advised there will be increased traffic flow on or near County Road 11 at Newburgh on Saturday, June 20, 2026. On that day I shall be hosting Stoney Steps Art Fest at 476 County Road 11 from 10 AM to 5 PM. Approximately 2000 people may attend the Art Fest.

There will be no alcohol served at the show.

If you have any questions please do not hesitate to contact me.

[REDACTED]
[REDACTED]

Best regards,

Martha Embury

Martha Embury
Stoney Steps Artfest

[REDACTED]
[REDACTED]

May 20, 2026

Stone Mills Township
Fire Chief

Dear Chief

Please be advised that Stoney Steps Artfest will be held at County Road 11 at Newburgh on Saturday, June 20, 2025. On that day I shall be hosting Stoney Steps Art Fest at 476 County Road 11 from 10 AM to 5 PM. There maybe 2000 people attend the show.

There will be no alcohol served at the show.

If you have any questions please do not hesitate to contact me.

[REDACTED]
[REDACTED]

Best regards,

Martha Embury

Martha Embury
Stoney Steps Artfest

[REDACTED]
[REDACTED]

May 20, 2026

County of Lennox and Addington Paramedic Services
98 Advance Ave, Napanee On
K7R 3Y6

To who it may concern:

Please be advised that Stoney Steps Artfest will be held at County Road 11 at Newburgh on Saturday, June 20, 2026. On that day I shall be hosting Stoney Steps Art Fest at 476 County Road 11 from 10 AM to 5 PM. There may be 2000 people at the show.

There will be no alcohol served at the show.

If you have any questions please do not hesitate to contact me.

[REDACTED]
[REDACTED]

Best regards,

Martha Embury

May 20, 2026

Township of Stone Mills

Concerning request for letter from OPP for Stoney Steps Art Fest

Please see below a copy of – Letter to Stone Mills Township May 12, 2025

Ontario Provincial Police matter per special events permit:

On May 6, 2024

I sent a letter to the Napanee OPP at 86 Advance Ave, Napanee Ontario.

It asked them for written approval for the event.

I had followed up with phone calls, but never received a return call.

On June 11, 2024

I went to the OPP police station to resolve the matter.

I was told by Staff/Sgt Al O'Byrne – "Not a Police Matter"

He did not think it warranted to provide me a letter of approval for the Artfest event on behalf of the Townships request.

In the past years I was meant with the same conclusion by the OPP.

Therefore I do not have any way to resolve this matter.

Best Regards

Martha Embury

Stone Mills Township

Waste Disposal

This letter confirms that all Waste Disposal will be handled privately by Edward / Martha Embury for the Stoney Steps Art Fest on June 20 or 21, 2026.

Martha Embury



The Corporation of The Township of Stone Mills
Regular Session of Council May 25, 2026
Council Chambers, 4504 County Rd. 4 Centreville.

The 709th meeting of the Council of The Corporation of the Township of Stone Mills was called to order on May 25, 2026 at 6:30 PM in the Municipal Council Chambers in Centreville, Ontario.

Members Present:

Mayor Wise
Deputy Mayor Davison
Councillor Fenwick
Councillor Lalande
Councillor Milligan
Councillor McDonald
Councillor Woodcock

Staff Present:

Brandi Teeple, Clerk
Jacob Detlor, Chief Building Official
Jason White, Chief Administrative Officer
Jeff Thompson, Manager of Public Works/Fire Chief
Mike Kelly, Planner
Holly Newit, Fotenn Planning + Design

Regrets:

- 1. Call to Order** - The meeting was called to order at 6:30 p.m.
- 2. Confirmation of the Agenda**
 - 2.1. Motion to Adopt**

**The Corporation of The Township of Stone Mills
Council Minutes
May 25, 2026
6:30 PM**

Resolution 1-709-2026
Motioned By: Councillor Lalande
Seconded By: Councillor Milligan

That the Agenda of May 25, 2026 be adopted as circulated.
CARRIED

- 3. Declaration of Pecuniary Interest and the General Nature Thereof** - None Declared
- 4. Statutory Public Meeting** - None Scheduled
- 5. Open Forum** - None Registered
- 6. Presentations** - None Scheduled
- 7. Deputations** - None Scheduled
- 8. Items for Consideration**
 - 8.1. Extension of Approval of Draft Plan of Subdivision, Warner Pasture**

Resolution 2-709-2026
Motioned By: Councillor Woodcock
Seconded By: Councillor McDonald

That By-law 2026-1353 Being a By-law to Extend the draft approval for the plan of subdivision with File Number 11-T-07-001, Warner Pasture, for a period of one (1) year, to July 14, 2027, be enacted and passed, and the Mayor and Clerk be authorized to Sign and Seal.
CARRIED

8.2. Respectful Conduct Policy

Resolution 3-709-2026

The Corporation of The Township of Stone Mills
Council Minutes
May 25, 2026
6:30 PM

Motioned By: Councillor Woodcock
Seconded By: Deputy Mayor Davison

That Council receives Staff Report "Respectful Conduct Policy"; and direct staff to incorporate comments received and bring back to a future Council meeting.

CARRIED

8.3. Naturally L&A Gravel Ride-2026 Special Event Permit Application

Resolution 4-709-2026
Motioned By: Councillor Milligan
Seconded By: Deputy Mayor Davison

That the report entitled "Naturally L&A Gravel Ride-2026 Special Event Permit Application" be received That Council approve the Special Event Permit application.

CARRIED

8.4. Royal Canadian Legion Branch 458 -2026 D-Day Special Event Permit Application

Resolution 5-709-2026
Motioned By: Councillor Woodcock
Seconded By: Councillor McDonald

That the report entitled "Royal Canadian Legion Branch 458 -2026 D-Day Special Event Permit Application" be received and That Council approve the Special Event Permit application.

CARRIED

8.5. Request from Lisa Ross-Black

Resolution 6-709-2026
Motioned By: Councillor Fenwick
Seconded By: Councillor Lalande

The Corporation of The Township of Stone Mills
Council Minutes
May 25, 2026
6:30 PM

That the report entitled " Request from Lisa Ross-Black " be received and

1. That Council waive the \$500.00 fees for table and chair set up for the June 6, 2026 and August 23, 2026 events; and
2. That staff review the chair and table inventory for each township-owned facility and budget impacts to purchase enough chairs and tables for each township facility to accommodate the permitted occupancy numbers; and
3. That staff monitor feedback and inquiries related to the Fees and Charges By-law and website content as it relates to additional set-up fees, and reduced rates for non-profit, charitable organizations.

CARRIED

8.6. Province of Ontario's New "Bring-Your-Own" (BYOB) Alcoholic Beverages for Events

Resolution 7-709-2026

Motioned By: Councillor Fenwick

Seconded By: Deputy Mayor Davison

That the report entitled "Province of Ontario's New "Bring-Your-Own" (BYOB) Alcoholic Beverages for Events" be received; and

That Council direct staff not to proceed with the development of a municipal by-law or policy to permit BYOB at outdoor public events within the Township of Stone Mills at this time; and,

That staff be directed to update public communication regarding the BYOB framework within the Township of Stone Mills.

CARRIED

9. Consent Agenda -

Councillor Milligan requested the following item be pulled from the Consent Agenda,

- Item 9.3-L. Henney Letter re: Napanee Environmental Complex Inc. - Power Engineering

Councillor Lalande requested the following items be pulled from the Consent Agenda,

**The Corporation of The Township of Stone Mills
Council Minutes
May 25, 2026
6:30 PM**

- Item 9.4- Kingston Field Naturalists 2026 BioBlitz Event at Camden Lake Provincial Wildlife Area - Friday June 12th at 3:00p.m. - Saturday June 13th at 3:00p.m.
- Item 9.7- That the resolution circulated by the Town of Parry Sound be received and supported.

Mayor Wise requested the following item be pulled from the Consent Agenda

- 9.8-Town of Parry Sound Resolution re: call to ensure Circular Materials Ontario Provide Fair Recycling Services

9.1. Motion to Adopt Consent Agenda

Resolution 8-709-2026

Motioned By: Councillor Woodcock

Seconded By: Councillor Lalande

That all items in the Consent Agenda dated May 25, 2026 be approved as presented and that the necessary action be taken.

CARRIED

9.2. Confirmation of the Minutes of 708th Session Regular Council- May 11, 2026

Resolution 9-709-2026

That the minutes of the 708th Session Regular Council- May 11, 2026 be adopted as circulated.

CARRIED

9.5. Lennox and Addington County re: EORN Cell Gap Project Monthly Update April 2026

Resolution 10-709-2026

That the letter circulated by Lennox and Addington County be received for information.

CARRIED

**The Corporation of The Township of Stone Mills
Council Minutes
May 25, 2026
6:30 PM**

9.6. City of Richmond Hill-Council Extract re Integrated Living and Participation Model for Adults with Developmental Disabilities

Resolution 11-709-2026

That the resolution circulated by the City of Richmond Hill be received for information.

CARRIED

9.9. Municipality of Blue Water Letter re: Request to Extend the Provincial Deadline for Notices of Intention to Designate Listed Heritage Properties

Resolution 12-709-2026

That the letter circulated by the Municipality of Blue Water be received for information.

CARRIED

9.10. Township of Woolwich Resolution re Request to the Province of Ontario to Extend the Deadline for Notices of Intention to Designate Listed Heritage Properties

Resolution 13-709-2026

That the resolution circulated by the Township of Woolwich be received for information.

CARRIED

9.11. Municipality of North Grenville Resolution re Ontario Heritage Organization Development Grant Advocacy

Resolution 14-709-2026

That the resolution circulated by the Municipality of North Grenville be received for information.

**The Corporation of The Township of Stone Mills
Council Minutes
May 25, 2026
6:30 PM**

CARRIED

**9.12. Municipality of Wawa Resolution re: Request to amend
Land Transfer Tax Act**

Resolution 15-709-2026

That the resolution circulated by the Municipality of Wawa be received for information.

CARRIED

**9.13. Township of Nipigon Resolution re: Council supports the
Municipality of Shuniah's resolution regarding the Ontario
Community Infrastructure Fund (OCIF).**

Resolution 16-709-2026

That the resolution circulated by the Township of Nipigon be received for information.

CARRIED

**9.14. Township of Springwater Resolution re: Provincial Bill 100
- Better Regional Governance Act, 2026**

Resolution 17-709-2026

That the resolution circulated by the Township of Springwater be received for information.

CARRIED

10. Consent Agenda Items Extracted

**9.3. L. Henney Letter re: Napanee Environmental Complex Inc. -
Power Engineering**

Resolution 18-709-2026

Motioned By: Councillor Milligan

**The Corporation of The Township of Stone Mills
Council Minutes
May 25, 2026
6:30 PM**

Seconded By: Deputy Mayor Davison

That the Letter from Louise Henney be received for information.
CARRIED

9.4. Kingston Field Naturalists 2026 BioBlitz Event at Camden Lake Provincial Wildlife Area - Friday June 12th at 3:00pm - Saturday June 13th at 3:00pm

Resolution 19-709-2026
Motioned By: Councillor Lalande
Seconded By: Councillor Woodcock

That the 2026 BioBlitz Event circulated by Kingston Field Naturalists be received and staff post information to Township website.
CARRIED

9.7. Town of Parry Sound Resolution re Support for a Guaranteed Basic Income

Resolution 20-709-2026
Motioned By: Councillor Lalande
Seconded By: Deputy Mayor Davison

That the resolution circulated by the Town of Parry Sound be received and supported.
CARRIED

9.8. Town of Parry Sound Resolution re: call to ensure Circular Materials Ontario Provide Fair Recycling Services

Resolution 21-709-2026
Motioned By: Councillor Woodcock
Seconded By: Councillor Fenwick

That the resolution circulated by the Town of Parry Sound be received for information.

**The Corporation of The Township of Stone Mills
Council Minutes
May 25, 2026
6:30 PM**

CARRIED

11. Notice of Motion/Direct Motion

12. Announcements

12.1. Upcoming meeting dates

- **Committee of Adjustment- Wednesday, June 3, 2026 at 5:00 p.m.**
- **Regular Council- Monday, June 8, 2026 at 6:30 p.m.**
- **Regular Council- Monday, June 22, 2026 at 6:30 p.m.**
- **Lennox & Addington County Council- Wednesday, June 24, 2026 at 6:30 p.m.**

12.1. The Clerk advised Council , that June is Senior Awareness Month and Council made the following proclamation.

Resolution 22-709-2026

Motioned By: Councillor Milligan

Seconded By: Councillor Fenwick

WHEREAS Seniors' Month is an annual province-wide celebration;

WHEREAS seniors have contributed and continue to contribute immensely to the life and vibrancy of this community;

WHEREAS seniors continue to serve as leaders, mentors, volunteers and important and active members of this community;

WHEREAS their contributions past and present warrant appreciation and recognition and their stories deserve to be told;

WHEREAS the health and well-being of seniors is in the interest of all and further adds to the health and well-being of the community;

WHEREAS the knowledge and experience seniors pass on to us continues to benefit all;

**The Corporation of The Township of Stone Mills
Council Minutes
May 25, 2026
6:30 PM**

NOW THEREFORE, the Council for the Corporation of the Township of Stone Mills hereby proclaims June 1-30, 2026 as Seniors' Month and encourage all citizens to recognize and celebrate the accomplishments of our seniors.

CARRIED

13. Closed Meeting - There is no scheduled closed session

14. Confirmation By-law

14.1. By-law 2026-1354

Resolution 23-709-2026

Motioned By: Councillor Milligan

Seconded By: Deputy Mayor Davison

That By-law 2026-1354 to confirm the proceedings of Council of Stone Mills Township be enacted and passed and that the Reeve and Clerk be authorized to sign and seal.

CARRIED

15. Adjournment

15.1. Motion to Adjourn

Resolution 24-709-2026

Motioned By: Councillor McDonald

Seconded By: Councillor Lalande

That Council adjourn until the call of the Chair.

Time: 7:17p.m.

CARRIED

Signatures affixed to the original minutes by:

**The Corporation of The Township of Stone Mills
Council Minutes
May 25, 2026
6:30 PM**

John Wise, Mayor

and

Brandi Teeple, Clerk

**The Corporation of The
Township Of Stone Mills
By-Law Number 2026-xxxx**

Being a By-law to confirm the proceedings of Council

The Council of The Corporation of The Township of Stone Mills Enacts as Follows:

1. The action of the Council at its Regular meeting held Monday, June 8, 2026 in respect to each recommendation contained in each report and in respect of each motion, resolution and other action passed and taken by the Council at its said meeting is hereby adopted, ratified and confirmed.
2. The Mayor and appropriate officials of the Corporation are hereby authorized and directed to do all things necessary to give effect to each of the said actions, motions and resolutions or to obtain approvals where required.
3. Except where otherwise provided, all documents required to be signed on behalf of the Corporation shall be signed by the Mayor or in the Mayors absence, the Deputy Mayor, and by the Clerk or in the Clerks absence the Deputy Clerk, and the Clerk is hereby authorized and directed to affix the seal of the Corporation to all such documents.
4. This By-law, to the extent to which it provides authority for or constitutes the exercise by the Township Council of its powers to proceed with, or to provide any money for any undertaking, work, project, act, matter or thing which requires an approval in addition to the approval of Council, shall not take effect until the additional approval has been obtained.
5. This By-law shall come into force and take effect on the date of its passing.

This By-law having been read a first, second and third time is hereby adopted the 8th day of June, 2026.

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John Wise, Mayor

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Brandi Teeple, Clerk