

The Corporation of the Township of North Kawartha

Minutes of the Regular Meeting held on October 21, 2025

Hybrid Meeting held in the North Kawartha Council Chambers,

280 Burleigh Street, Apsley

Regular Session 2025 – 10 – 21

Members Present: Mayor Carolyn Amyotte, Deputy Mayor Jim Whelan,
Councillors: RuthAnne McIlmoyl, Colin McLellan, Jim O'Shea

Staff Present: Connie Parent, Clerk
Kelly Picken, Deputy Clerk
Keely-Anne Johnson, Secretary / Receptionist
Matt Aldom, Chief Building Official / By-law Enforcement Officer
Bree Martin, Building and Planning Assistant
Judy Everett, Treasurer
Jason Post, Public Works Manager

Laura Stone, Planning Consultant, One Community Planning

(all attendees participated in-person unless noted electronic)

Others Present:

Call to Order and Welcome

Mayor Amyotte called the meeting to order at 9:30 a.m., welcomed everyone and informed those in attendance that the meeting will be recorded and uploaded to the Township YouTube Channel for public viewing.

Land Acknowledgement

Mayor Amyotte recited the Land Acknowledgement.

Disclosure of Pecuniary Interest and the General Nature Thereof

No declarations.

Adoption of the Agenda

25 - 302

Moved by – Councillor McIlmoyl

Seconded by – Councillor O'Shea

That the agenda be adopted, as presented. Carried.

Statutory Public Meetings and Adoption of Planning By-Laws

The Statutory Public meeting was declared open to hear applications to purchase Municipal Shore / Road Allowances and a Zone Amendment Application.

Applications to Purchase Municipal Road Allowances

Road Allowance Designated as Part 1 on Plan 45R-17836 (Birtley)

Bree Martin identified the lands and explained the purpose and effect of the application. She confirmed that policy requirements have been met.

Submissions:

No submissions.

25 - 303

Moved by - Councillor McIlmoyl

Seconded by – Deputy Mayor Whelan

That Council pass a by-law at the end of the meeting to stop up, to close and sell to the abutting landowners or their respective nominees those lands and premises described as Pt of the Rdal in front of Lot 16, Concession 10, Geographic Township of Chandos, Township of North Kawartha, being Part 1 on Plan 45R-17836, being part of PIN 28274-0435 (LT).
Carried.

Road Allowance Designated as Part 1 on Plan 45R-17798 (Bradley)

Bree Martin identified the lands and explained the purpose and effect of the application. She confirmed that policy requirements have been met.

Submissions:

No submissions.

25 - 304

Moved by – Deputy Mayor Whelan

Seconded by - Councillor McLellan

That Council pass a by-law at the end of the meeting to stop up, to close and sell to the abutting landowners or their respective nominees those lands and premises described as Pt of the Rdal in front of Lot 16, Concession 10, Geographic Township of Chandos, Township of North Kawartha, being Part 1 on Plan 45R-17798, being all of PIN 28274-0523 (LT).
Carried.

Road Allowance Designated as Part 2 and Part 3 on Plan 45R-17827 and Part 3 on Plan 45R-17827 (Copping / Rankin)

Bree Martin identified the lands and explained the purpose and effect of the application. She confirmed that policy requirements have been met.

Submissions:

No submissions.

25 - 305

Moved by - Councillor McIlmoyl

Seconded by - Councillor McLellan

That Council pass a by-law at the end of the meeting to stop up, to close and sell to the abutting landowners or their respective nominees those lands and premises described as:

1. Part of the RDAL between the Geographic Townships of Burleigh and Chandos, Township of North Kawartha, and part of Part 2 being part of the RDAL between Geographic Township of Burleigh, Township of North Kawartha and Geographic Township of Methuen, Township of Havelock-Belmont Methuen, designated as Part 2, Plan 45R-17827, being part of PIN 28268-0084 (LT). Part 2 being subject to an easement in favour of Hydro One Networks Inc..
2. Part of the RDAL between Geographic Township of Burleigh, Township of North Kawartha and Geographic Township of Methuen, Township of Havelock-Belmont-Methuen, designated as Part 3, Plan 45R-17827, being part of PIN 28260-0051 (LT).

Carried.

Zone Amendment Application #ZA-00-25 (Bird)

Mayor Amyotte declared that the statutory public meeting be continued to provide the public an opportunity to provide written or verbal comments on the zone amendment application. The Planning Act has removed the right of public appeals on Council decisions on zone amendments. Only the applicant, public agencies and specified persons may appeal within the 20-day appeal period from the date of the notice of decision.

Laura Stone, Planning Consultant, identified the lands and explained the purpose and effect of the application. Approval of the application was recommended.

Submissions

Crowe Valley Conservation Authority - no concerns

Ms. Stone indicated that she had received calls from neighbours with questions for clarification.

Holly Richards-Conley, Agent, (electronic) was present to answer questions.

No further submissions.

25 - 306

Moved by – Councillor McIlmoyl

Seconded by – Councillor McLellan

That Council approve Zoning By-law Amendment Application ZA-13-25 to permit a redevelopment of a waterfront property in the form of a tear down and rebuild of a dwelling as it meets the intent of the 2024 Provincial Planning Statement and the County of Peterborough's Official Plan. Carried.

Consent Application B-66-25 (MacDonald)

Laura Stone, Planning Consultant, presented her report and recommended approval with conditions.

25 - 307

Moved by – Councillor O'Shea

Seconded by - Councillor McIlmoyl

That Council recommends that the County of Peterborough approve Consent Application B-66-25, to create one new lot conditional upon the following:

1. Given that both the retained and severed parcels are undersized for the Rural Zone, being a minimum lot size of 10 hectares, it is recommended that both parcels be rezoned to Rural Residential (RR) and General Residential (R), respectively;
2. That Cash in Lieu of Parkland be paid to the Township for the severed lot;
3. That both the severed and retained parcels have approvals/reviews of septic. Carried.

Consent Application B-70-25 (Norman/Hill)

Laura Stone, Planning Consultant, presented her report and recommended approval with conditions.

25 - 308

Moved by - Councillor McLellan

Seconded by – Deputy Mayor Whelan

That Council recommends that the County of Peterborough approve Consent Application B-70-25, for the purpose of permitting a lot addition to the benefiting property owner conditional upon the following:

1. That the severed and retained parcels be rezoned to Shoreline Residential;
2. That a septic review is completed for both lots. Carried.

Winter Patroller

25 - 309

Moved by – Deputy Mayor Whelan

Seconded by - Councillor McIlmoyl

That Council approves staff to hire a 40 hour per week contract position for a winter patroller and operator and further that this position would begin in early November and continue until April 30. Carried.

Township Transition to Virtual Welcome Package Mailer Cards

25 - 310

Moved by – Deputy Mayor Whelan

Seconded by – Councillor O'Shea

That Council receive the staff report dated October 21, 2025, for information regarding the transition from mailed Welcome Packages to a virtual Welcome Package with an accompanying mailed Welcome Mailer Card. Carried.

Special Joint Council Meeting

25 - 311

Moved by - Councillor McLellan

Seconded by - Councillor McIlmoyl

That North Kawartha Council attend the Special Joint Council Meeting with Curve Lake First Nation, The Municipality of Trent Lakes and the Township of Selwyn on Thursday, October 30, 2025, at 1:00 p.m. hosted by Curve Lake First Nation. Carried.

Presentations / Deputations / Petitions

County of Peterborough Report

25 - 312

Moved by - Councillor McIlmoyl

Seconded by – Councillor O'Shea

That the verbal County Report from Mayor Amyotte be received. Carried.

Crowe Valley Conservation Authority Report

25 - 313

Moved by – Deputy Mayor Whelan

Seconded by - Councillor McIlmoyl

That the verbal Crowe Valley Conservation Authority Report from Councillor McLellan be

received. Carried.

Adoption of Minutes of Previous Meeting(s) of Council:

Regular and Special Minutes

25 - 314

Moved by - Councillor McLellan

Seconded by - Councillor McIlmoyl

That the minutes of the regular meeting of Council held on October 7, 2025, and the minutes of the special meeting held on October 10, 2025, be adopted, as presented. Carried.

Business Arising from Previous Minutes

None

Consent Agenda

25 - 315

Moved by - Councillor McLellan

Seconded by – Councillor O'Shea

That Council receives the following consent agenda items:

1. Monthly Activity Reports
 - a) Building/By-Law Department
 - b) Emergency Services Department
 - c) Planning
 - d) Public Works Department
2. Peterborough County OPP, October 14, 2025, Peterborough County OPP Seeks Feedback on Action Plan
3. Township of Stone Mills, October 7, 2025, resolution regarding Electoral Reform
4. City of Kitchener, September 26, 2025, resolution regarding Postal Costs
5. Niagara Region, September 25, 2025, resolution regarding Respecting State of Emergency on Mental Health, Homelessness and Addictions. Carried.

Reports from Boards and Committees

No reports.

New Business and Unfinished Business

No new business or unfinished business.

Correspondence

Apsley Central School Request for MindUp Program Books

25 - 316

Moved – Deputy Mayor Whelan

Seconded - Councillor McLellan

That Council support the purchase of the books for the MindUp Program at Apsley Central Public School to a maximum amount of \$600 to be issued by cheque payable to the school. Carried.

Township of Selwyn

25 - 317

Moved by - Councillor McIlmoyl

Seconded by – Deputy Mayor Whelan

That North Kawartha Council is not interested in participating in the request from the Township of Selwyn for development of a Terms of Reference for a Lakeshore Capacity Assessment for Lovesick Lake. Carried.

Recess

Mayor Amyotte declared a recess at 10:27 am. Council reconvened at 10:45 am.

Presentations / Deputations / Petitions

Christopher Balette, Associate Partner, Hemson Consulting Ltd.

Mr. Balette utilized a slide deck to provide the 2025 Asset Management Plan Interim Update. The Township is required to develop an Asset Management Plan that defines the level of service and identify targets as related to infrastructure such as condition and maintenance of assets. There are post 2025 requirements that the Townships will need to undertake.

Mr. Balette responded to questions from Council members.

25 - 318

Moved by – Councillor O'Shea

Seconded by - Councillor McLellan

That Council receive the Asset Management Plan Update presentation from Christopher Balette of Hemson Consulting Ltd.;

And further that Council consider the funding strategy in Table B2 of the 2025 Interim Update to the Asset Management Plan for the 2026 budget, which is consistent with Strategy 3 of the 2022 Asset Management Plan;

And further that the 2025 Interim Update be appended to the existing Asset Management

Plan;

And further that a detailed update of the Asset Management Plan be completed in 2026 to look at the proposed level of service in detail and determine a financing strategy to meet the proposed level of service if changes are warranted. Carried.

Closed Session

25 - 319

Moved by - Councillor McIlmoyl

Seconded by – Deputy Mayor Whelan

That the next portion of the meeting be closed to the public at 11:18 a.m. as the subject matter being considered is pursuant to the Municipal Act, 2001, S.O. 2001, c.25, S. 239 (2) (b) personal matters about an identifiable individual, including municipal or local board employees (**Compensation Review and Succession Planning**). Carried.

25 - 320

Moved by - Councillor McIlmoyl

Seconded by – Councillor O'Shea

That Council arise and come out of closed session at 11:49 am. Carried.

Report Out of Closed Session

Mayor Amyotte reported out of closed session that direction was provided on the items listed for discussion.

By-Laws

Moved by – Deputy Mayor Whelan

Seconded by – Councillor O'Shea

That By-Law 2025-0067 being a by-law to stop up, to close and sell to the abutting landowners or their respective nominees those lands and premises more particularly described as Pt of the Rdal in front of Lot 16, Concession 10, Geographic Township of Chandos, Township of North Kawartha, being Part 1 on Plan 45R-17836, being part of PIN 28274-0434 (LT) and that;

By-Law 2025-068 being a by-law to stop up, to close and sell to the abutting landowners or their respective nominees those lands and premises more particularly described as Pt of the Rdal in front of Lot 16, Concession 10, Geographic Township of Chandos, Township of North Kawartha, being Part 1 on Plan 45R-17798, being all of PIN 28274-0523 (LT) and that;

By-Law 2025-0069 being a by-law to stop up, to close and sell to the abutting landowners or their respective nominees those lands and premises more particularly described as Part of the Rdal between the Geographic Townships of Burleigh and Chandos, Township of North Kawartha, and part of Part 2 being part of the Rdal between Geographic Township of Burleigh, Township of North Kawartha and Geographic Township of Methuen, Township of

Havelock-Belmont Methuen, designated as Part 2, Plan 45R-17827; and Part of the Rdal between Geographic Township of Burleigh, Township of North Kawartha and Geographic Township of Methuen, Township of Havelock-Belmont Methuen, designated as Part 3, Plan 45R-17827 and that;

By-Law 2025-0070 being a by-law under the provisions of Section 34 of the Planning Act R.S.O. 1990, chap. P.13, as amended, to amend Zoning By-Law #26-2013, with respect to certain lands described as Part Lots 11 and 12, Concession 10, in the geographic area of Chandos, in the County of Peterborough, Roll # 1536-010-100-19600 and that;

By-Laws 2025-67, 2025-68, 2025-69 and 2025-0070 be read and adopted in open Council on the 21st day of October 2025. Carried.

Confirmatory By-Law 2025-0071

Moved by – Councillor O'Shea
Seconded by - Councillor McIlmoyl

That By-law 2025-0071 being a by-law to confirm the proceedings of a regular meeting of the Township of North Kawartha held on the 21st day of October 2025 be read and adopted in open Council on the 21st day of October 2025. Carried.

Adjournment

25 - 321
Moved by - Councillor McLellan
Seconded by – Deputy Mayor Whelan

That Council adjourn proceedings. Carried.

Council adjourned at 11:52 a.m.

Carolyn Amyotte, Mayor

Connie Parent, Clerk