



Township of North Kawartha
280 Burleigh Street, PO Box 550, Apsley, ON K0L 1A0
Tel: 705-656-4445 | 1-800-755-6931 | Fax: 705-656-4446
www.northkawartha.ca

Report to Council

To: Mayor and Council Members
From: Kelly Picken, Deputy Clerk
Date: October 30, 2025
Subject: 2026 Meeting Schedule

Recommendation:

Option 1: That Council approve the 2026 Council meeting schedule as presented by the Deputy Clerk.

Option 2: That Council approve the 2026 meeting schedule, as amended, to include two regular meetings in July and one in August.

Background:

Procedural By-law 2025-0050 Section 4.3 states that regular meetings of Council shall be held the 1st and 3rd Tuesday of each month commencing at 9:30 a.m. Council meetings may commence as early as 9:00 a.m. to discuss closed session matters if there is no Committee of Adjustment scheduled that day. If the regular meeting day is a statutory holiday, the meeting shall be held on the following day. The Mayor may, in consultation with the CAO and Clerk, dispense with, alter the time, day of any meeting provided notice is given 48 hours in advance of the meeting.

Analysis:

Determining the meeting schedule early is beneficial for planning purposes for both Council Members and Staff. There are no meetings falling on statutory holidays. In 2026, Council cancelled the first meeting in January (1st) and one meeting in July (1st) and one in August (5th) to accommodate Council and Staff summer vacation schedules. The AMO conference (August 16-19, 2026) is scheduled on the August 18th regular



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Council meeting day and therefore Council may desire to reschedule this meeting to August 11 to provide opportunity for members to attend the Conference.

Special meetings for the purpose of Strategic Planning, Capital Forecast and Budget deliberations can be scheduled in early 2027 by reason of the 2026 Municipal Election on October 26, 2026. In addition, the scheduling of Special Meetings of Council for the purpose of Lake Tours and Facility Tours may want to be considered.

The table below illustrates the number of planning applications at summer meetings in July and August 2025 (when Council cancelled one meeting in July). Upon review of the number of planning items in July and August 2024 it was recommended to hold one meeting in July and one in August in 2025 unless a surge of planning applications compels an additional meeting. Please note the cancellation of summer meetings may result in a heavier meeting agenda and longer meetings as all business for that month will need to be addressed at one meeting.

Planning applicants may experience a delay in having their planning applications come before Council. Statistics for meetings held in July and August 2024 and 2025 are provided below for information purposes.

Planning Applications in 2025 during July and August

Date of Meeting	Planning Applications
July 15, 2025	2 zone amendments 3 Shoreline Road Allowance Applications Adjournment at 12:35 p.m. 1 minor variance application at COA meeting
August 12, 2025	1 zone amendment 2 consent applications Adjournment at 1:12 p.m. 2 minor variance applications at COA meeting

Planning Applications for 2024 during July and August

Date of Meeting	Planning Applications
July 16, 2024	1 zone amendment Adjournment at 2:11 p.m. 1 minor variance application at COA meeting
August 13, 2024	0 planning at regular council meeting 3 minor variance applications at COA meeting



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Holidays and Conferences	1 st Tuesday	3 rd Tuesday
Wednesday, January 1 (New Year) January 18-20, 2026 ROMA Conference Toronto	January 6, 2026 (cancelled)	January 20, 2026 (rescheduled to January 13, 2026)
Monday, February 16, 2026 Family Day	February 3, 2026	February 17, 2026
Good Roads Conference March 29 – April 1, 2026	March 3, 2026	March 17, 2026
Good Friday, April 3, 2026 Monday, April 6 Easter Monday	April 7, 2026	April 21, 2026
Monday, May 18 Victoria Day	May 5, 2026	May 19, 2026
	June 2, 2026	June 16, 2026
Wednesday, July 1 Canada Day	July 7, 2026 (cancelled)	July 14, 2026
Monday, August 3 Civic Holiday August 16-19, 2026 AMO	August 4, 2026 (cancelled)	August 18, 2026 (rescheduled to August 11, 2026)
Monday September 7 Labour Day	September 1, 2026	September 15, 2026
Monday, October 12 Thanksgiving	October 6, 2026	October 20, 2026
Wednesday, November 11 Remembrance Day	November 3, 2026	November 17, 2026
Friday, Dec. 25 Christmas Saturday, Dec. 26 Boxing Day	December 1, 2026	December 15, 2026



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Statutory Public Holidays with Municipal Closure Date:

Statutory Holiday	Municipal Office Closure
Thursday, January 1, 2026 New Year's Day	Thursday, January 1, 2026
Monday, February 16, 2026 Family Day	Monday, February 16, 2026
Friday, April 3, 2026 Good Friday	Friday, April 3, 2026
Monday, April 6, 2026 Easter Monday	Monday, April 6, 2026
Wednesday, July 1, 2026 Canada Day	Wednesday, July 1, 2026
Monday, August 3, 2026 Civic Holiday	Monday, August 3, 2026
Monday, September 7, 2026 Labour Day	Monday, September 7, 2026
Monday, October 12, 2026 Thanksgiving Monday	Monday, October 12, 2026
Wednesday, November 11, 2026 Remembrance Day	Wednesday, November 11, 2026

Special Council Meeting dates:

Special Joint Council Meeting with Curve Lake First Nation, The Municipality of Trent Lakes and the Township of Selwyn on September 24, 2026 at 10:00 a.m.

Inauguration Meeting	Tuesday, November 17, 2026 at 9:00 a.m. (or alternate date, but, not later than the 2 nd Tuesday in December)
Special Strategic Planning Meeting	TBA
Special Capital Forecast Meeting	TBA
Special Budget Meeting #1	TBA
Special Budget Meeting #2	TBA



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Financial Implications:

n/a

Strategic and/or Other Plans:

3. 3 Provide effective, clear and transparent Township communication

Consultant(s) Sourced:

Connie Parent, Clerk
Judy Everett, Treasurer
Alana Solman, CAO

Attachment:

2026 Calendar

2026 North Kawartha Meeting Schedule

2026 Peterborough County Council Calendar