

The Corporation of the Township of North Kawartha

Minutes of the Regular Meeting held on December 16, 2025

**Hybrid Meeting held in the North Kawartha Council Chambers,
280 Burleigh Street, Apsley**

Regular Session 2025 – 12 – 16

Members Present: Mayor Carolyn Amyotte, Deputy Mayor Jim Whelan,
Councillors: RuthAnne McIlmoyl, Colin McLellan and
Jim O'Shea (arrived at 9:40 a.m.)

Staff Present: Alana Solman, Chief Administrative Officer
Connie Parent, Clerk
Kelly Picken, Deputy Clerk
Bree Martin, Building and Planning Assistant
Judy Everett, Treasurer
Dianna Everson, Deputy Treasurer
MacKenzie Sykes, Finance Assistant / IT Coordinator
Erin Parent, Accounting Assistant
Jason Post, Public Works Manager
Edward Hilton, Economic Development Officer

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 9:31 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 - 379

Moved by - Councillor McIlmoyl

Seconded by – Deputy Mayor Whelan

That the agenda be adopted, as amended, to add: Public Works Report, RFP-09-25 and to add: additional item to closed session under 239 (2) (b) personnel matter. Carried.

Statutory Public Meeting

The Statutory Public meeting was declared open to hear a zone amendment application.

Chair Amyotte declared the hearing open and explained that this was an opportunity for the public to provide written or verbal comments on the application. The Planning Act has removed the right of public appeals on Council decisions. Only the applicant, public agencies and specified persons may appeal within the 20-day appeal period from the date of the notice of decision.

Zone Amendment Application #ZA-11-25 (Evans)

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

Submissions

There were no submissions.

25 - 380

Moved by – Councillor McLellan

Seconded by – Deputy Mayor Whelan

That Council approve Zoning By-law Amendment Application ZA-11-25 (Evans), Anstruther Island #5, Anstruther Ward, 47 Anstruther Lake, Roll #1536-020-202-00800 to permit an increase in the height of a residential structure, as well as the area of deck, located within 9 metres of the high water mark and to permit the increased overhang of an existing shed within 9 metres of the high water mark. Carried.

Presentations / Deputations / Petitions

County of Peterborough Report

25 - 381

Moved by - Councillor McLellan

Seconded by - Councillor McIlmoyl

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

Crowe Valley Conservation Authority Report

25 - 382

Moved by – Deputy Mayor Whelan

Seconded by - Councillor McIlmoyl

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

John Lovatsis, Director, Chandos Lake Property Association (CLPOA)

Mr. Lovatsis updated Council on the progress for the proposed boat cleaning sign locations and requested financial support to hire students on the weekends to raise awareness of the boat cleaning station and the benefits of having a healthy lake.

Mr. Lovatsis was advised that there are no funds allocated in the 2026 budget and was informed of the challenges with hiring students for weekends. Mr. Lovatsis will provide a business summary for consideration of Council.

25 – 383

Moved by – Councillor O'Shea

Seconded by – Councillor McLellan

That Council receives the presentation from the Director of the Chandos Lake Property Owners Association (CLPOA) with respect to the proposed boat cleaning station signage locations at Chandos Beach. Carried.

Richard Steinginga, CPA, CA, Partner, Baker Tilly KDN LLP

Mr. Steinginga utilized a slide deck to present the Auditor's Report and the 2023 consolidated Financial Statements. He responded to questions from Council and informed Council that work on the 2024 Financial Statements will commence in January of 2026.

25 - 384

Moved by – Deputy Mayor Whelan

Seconded by – Councillor O'Shea

That Council receive the 2023 consolidated Financial Statements and Auditor's Report as at December 31, 2023; and further that the Auditor's Engagement Letter be approved for signature by two Members of Council. Carried.

Recess

Mayor Amyotte declared a recess at 10:28 a.m. Council reconvened at 10:39 a.m.

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

Regular Minutes

25 - 385

Moved by - Councillor McLellan

Seconded by – Councillor O'Shea

That the minutes of the regular meeting of Council held on December 2, 2025, be adopted, as presented. Carried.

Business Arising from Previous Minutes

None

Consent Agenda

25 - 386

Moved by – Deputy Mayor Whelan

Seconded by - Councillor McIlmoyl

That Council receives the following consent agenda items:

1. Monthly Activity Reports
 - a) Building
 - b) Emergency Services Department
 - c) Parks and Recreation / Waste Department
 - d) Public Works Department
 2. Municipality of Callander, November 2025, Resolution for support for moratorium on Glyphosate Spraying in Timiskaming Forest
 3. Lakelands Public Health Enforcing Smoke -Free Laws at Local Arenas
 4. Crowe Valley Conservation Authority Municipal Brief, November 20, 2025
 5. County of Brant, December 5, 2025, Provincial Decision on Automated Speed Enforcement
 6. Proposed Conservation Authority Restructuring
 - Municipality of Arran-Elderslie, December 8, 2025
 - Corporation of the Municipality of South Huron, December 11, 2025
 - Kingsville Ontario, November 19, 2025
 7. Municipality of Magnetawan, December 10, 2025, Site Readiness Funding.
- Carried.

Staff Reports

Vacation Policy Update

25 - 387

Moved by – Deputy Mayor Whelan

Seconded by – Councillor O'Shea

That Council receive the amended vacation policy updated November 21, 2025; and further that the changes as set out in the amended policy take effect on January 1, 2026, except that two (2) weeks of vacation is to be maintained at 0 to 2 years of service. Carried.

EV ChargeON Grant Update

25 - 388

Moved by - Councillor McLellan

Seconded by - Councillor McIlmoyl

That Council direct staff not to proceed with the ChargeON grant and Level 3 charger project for the NKCC; and further that Council request additional analysis and site options. Carried.

RFP-09-25 One Multi-Purpose Sidewalk Tractor

25 - 389

Moved by – Deputy Mayor Whelan

Seconded by - Councillor McLellan

That Council approves the purchase of one Multi-Purpose Sidewalk Tractor from Callaghan Farm Supply as specified in RFP-09-25 for a total cost of \$73,934.83 HST (Harmonized Sales Tax) included. Carried.

Reports from Boards and Committees

No reports.

New Business and Unfinished Business

No new business or unfinished business.

Closed Session

25 - 390

Moved by – Councillor O'Shea

Seconded by – Councillor McLellan

That the next portion of the meeting be closed to the public at 11:15 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 **(Personnel)**;

e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board **(Pending – Court issue)**;

(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose **(Request for Proposal)** and

(3.1) A meeting of a council or local board or of a committee of either of them may be closed to the public if the following conditions are both satisfied:

1. The meeting is held for the purpose of educating or training the members.
 2. At the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council, local board or committee.
- 2006, c. 32, Sched. A, s. 103 (1). **(Council Planning Orientation)**. Carried.

25 - 391

Moved by - Councillor McIlmoyl

Seconded by - Councillor McLellan

That Council arise and come out of closed session at 12:37 a.m. Carried.

Report Out of Closed Session

Mayor Amyotte reported out of closed session that, for the majority of items on the agenda, directions were given to staff and training was received. She announced that retirement notices were received from Alana Solman, CAO and Connie Parent, Clerk.

Retirement Notice and Appointment

25 - 392

Moved by – Councillor O’Shea

Seconded by - Councillor McIlmoyl

That Council accept the notices of retirement from Alana Solman, CAO, effective June 30, 2026, and Connie Parent, Clerk, effective May 31, 2026; and further that Kelly Picken, Deputy Clerk be appointed to the position of Clerk effective June 1, 2026. Carried.

Correspondence

Response to Review and Recommendations re: Notice of Motion – Canadian Procurement

25 - 393

Moved – Deputy Mayor Whelan

Seconded - Councillor McIlmoyl

That Council defer a response to the municipal solicitor’s letter dated December 10, 2025. Carried.

By-Law 2025-0080

Moved by – Councillor McLellan

Seconded by – Councillor O’Shea

That By-Law 2025-0080 being a by-law to amend Zoning By-Law #26-2013, with respect to

certain lands described as Anstruther Island #5, in the geographic area of Anstruther, in the County of Peterborough, Roll #1536-020-202-00800 be read and adopted in open Council on the 16th day of December 2025. Carried.

Confirmatory By-Law 2025-0081

Moved by – Deputy Mayor Whelan

Seconded by - Councillor McIlmoyl

That By-law 2025-0081 being a by-law to confirm the proceedings of a regular meeting of the Township of North Kawartha held on the 16th day of December 2025 be read and adopted in open Council on the 16th day of December 2025. Carried.

Adjournment

25 - 394

Moved by - Councillor McLellan

Seconded by – Councillor O'Shea

That Council adjourn proceedings. Carried.

Council adjourned at 12:46 p.m.

Carolyn Amyotte, Mayor

Connie Parent, Clerk