Township of North Kawartha
280 Burleigh Street, PO Box 550, Apsley, ON K0L 1A0
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Report to Council

To: Mayor and Council Members

From: Shannon Hunter, Chief Administrative Officer

Date: December 1, 2026

Subject: Proposed Special Meetings of Council

Recommendation:

That Council approve the suggested 2027 Special Meetings of Council schedule as follows:

Strategic Plan Meeting	Thursday, May 13, 2027 @ 9:30 a.m.
Strategic Plan Meeting	Thursday, June 10, 2027 @ 9:30 a.m.
Council Meet and Greet (BBQ)	Wednesday, August 11, 2027 @ 4:30 p.m.
Roads & Facility Tour – South	Thursday, September 9, 2027 @ 9:30 a.m.
Roads & Facility Tour – North	Thursday, October 7, 2027 @ 9:30 a.m.

Background:

At its November 17, 2026, Regular Meeting, Council expressed its desire to schedule Strategic Plan Meetings, a summer Council Meet and Greet event, and Roads and Facilities Tours as part of the 2027 Council calendar. Council also requested staff to identify any additional costs associated with these special meetings.

Analysis:

The proposed dates are:

Strategic Plan Meeting	Thursday, May 13, 2027 @ 9:30 a.m.
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Establishing these dates in advance allows staff to coordinate meeting logistics, secure any required resources, and ensure Council members can plan their schedules accordingly.

Meetings held during regular business hours on weekdays are not expected to result in additional costs beyond those already budgeted within the annual meeting expense accounts. Meetings held outside of regular business hours may result in additional wage costs for eligible non-management staff.

Should Council wish to host a public BBQ as part of the Meet and Greet event, additional costs would include food, refreshments, supplies, and event-related materials. The Roads and Facilities Tours may incur additional costs if transportation is required, such as the rental of a passenger van or other suitable vehicle.

Any costs associated with these special meetings can be accommodated within existing budgets or brought forward to Council for consideration if additional funding is required.

Additional special meetings related to the Comprehensive Zoning By-law Review and Downtown Revitalization initiatives may be scheduled at a later date, subject to project timelines and Council direction.

Financial Implications:

Costs associated for 1 non-management staff member would be approximately $169.00

Passenger Van Rental for 1 day would be approximately $160

Strategic and/or Other Plans:

Maintain a strong, accountable, Municipal Government

Consultant(s) Sourced: Nil

Attachment: