The Corporation of the Township of North Kawartha

Minutes of the Regular Meeting held on November 17, 2026

Hybrid Meeting held in the North Kawartha Council Chambers,

280 Burleigh Street, Apsley

Regular Session 2026 – 11 – 17

Members Present: Mayor Carolyn Amyotte, Deputy Mayor Ruth Anne McIlmoyl
Councillors: Jim Whelan, Bruce Paterson and Guy Sprung

Staff Present: Shannon Hunter, Chief Administrative Officer
Jason Post, Deputy Chief Administrative Officer
Kelly Picken, Clerk
Keely-Anne Johnson, Deputy Clerk
Matt Aldom, Chief Building Official / By-law Enforcement Officer
Jesse Lambe, Fire Chief
Judy Everett, Treasurer
Gary Geraldi, Director of Parks and Recreation / Waste Management (Electronic)
Edward Hilton, Economic Development Officer
Corey Dunsby, Public Works Manager

(all attendees participated in-person unless noted electronic)

Others Present:

Call to Order and Welcome

Mayor Amyotte called the meeting to order at 10:30 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

Moved by – Councillor Sprung
Seconded by – Councillor Paterson

That the agenda be adopted, as presented. Carried

Staff Presentations

Jason Post, Deputy Chief Administrative Officer
5 Year Long Standing Award

Statutory Public Meetings

None

Presentations / Deputations / Petitions

County of Peterborough Report

26 - 320
Moved by – Deputy Mayor McIlmoyl
Seconded by – Councillor Paterson

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

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

Regular Minutes

26 - 321
Moved by – Councillor Whelan
Seconded by – Deputy Mayor McIlmoyl

That the minutes of the regular meeting of Council held on November 3, 2026 be adopted, as presented. Carried.

Business Arising from Previous Minutes

None

Consent Agenda

26 - 322
Moved by – Deputy Mayor McIlmoyl
Seconded by – Councillor Sprung

That Council receives the
following consent agenda items:

1. Association of Municipalities of Ontario (AMO), November 10, 2026, AMO Board of Directors Vacancies. Carried.

Staff Reports

Bank Account Signing Officers

26 - 323
Moved by – Councillor Whelan
Seconded by – Deputy Mayor McIlmoyl

That Council pass a motion to approve the Mayor and previous Deputy Mayor to sign a letter requesting that Jim Whelan (previous Deputy Mayor) be removed from Royal Bank of Canada (RBC) signing authority and that Ruth Anne McIlmoyl (newly elected Deputy Mayor) be added to RBC signing authority. Carried.

Appointments to Boards and Committees 2026-2030 Term

26 - 324
Moved by – Deputy Mayor McIlmoyl
Seconded by – Councillor Whelan

That staff be directed to prepare a by-law to be brought forward at the December 1st regular meeting of Council to set out the Terms of Reference for the Emergency Management Program Committee and to appoint the following members: Deputy CAO (CEMC), Mayor, Deputy Mayor, Director of Parks and Recreation, Fire Chief, Deputy Fire Chief and Public Works Manager (or designates) for a four year term; and further that the Deputy Clerk be appointed as Secretary to the Committee. Carried.

26 - 325
Moved by – Councillor Sprung
Seconded by – Deputy Mayor McIlmoyl

That Council defer council appointments to the Library Board, Community Improvement Plan and Review Committee and Crowe Valley Conservation Authority and further directs staff to advertise for public members for the North Kawartha Library Board and Community Improvement Plan Committee. Carried.

Appointments to Committee of Adjustment

26 - 326
Moved by – Councillor Paterson
Seconded by – Councillor Sprung

That a by-law be passed at the end of the meeting to appoint all five members of Council to

the North Kawartha Committee of Adjustment for the 2026-2030 Term of Council commencing December 1, 2026. Carried.

2027 Meeting Schedule

26 - 327
Moved by – Councillor Whelan
Seconded by – Councillor Paterson

That Council approve the 2027 Council Meeting Schedule as presented by the Deputy Clerk, incorporating a reduced summer meeting schedule consisting of one regular Council meeting in July and one regular Council meeting in August. Carried.

26 - 328
Moved by – Councillor Sprung
Seconded by – Councillor Paterson

That council direct staff to return with a report regarding a joint meeting with Havelock, to investigate the options for an Open House/bbq in the day/evening and costs associated and provides potential dates for Special Meetings for a Road tour, Facilities tour and Lake tour and further dates for Strategic Planning and Capital Forecast, Budget, Quad Meeting. Carried.

Reports from Boards and Committees

None

Closed Session

26 - 329
Moved by – Deputy Mayor McIlmoyl
Seconded by – Councillor Paterson

That the next portion of the meeting be closed to the public at 11:17 a.m. as the subject matter being considered is pursuant to the Municipal Act, 2001, S.O. 2001, c.25, S. 239 (2)
(i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
(j) a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value; or
(k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board. 2001, c. 25, s. 239 (2); 2017, c. 10, Sched. 1, s. 26. **(Contract Negotiations)**
Carried.

26 - 330

Moved by – Deputy Mayor McIlmoyl
Seconded by – Councillor Sprung
That Council arise and come out of closed session at 1:05 p.m. Carried.

Report Out of Closed Session

Mayor Amyotte reported out of closed session that directions were given to staff based on the items listed on the agenda.

New Business and Unfinished Business

Strategic Plan Update

Shannon Hunter, CAO, Strategic Plan Update

Shannon provided a brief overview on the composition of the previous Strategic Plan. A request to council to identify priorities of outstanding items for 2027 from the 2023-2026 Strategic Plan Update

Discussion of Strategic Actions and Priorities

Section 1 – Infrastructure

1.1. Ensuring that existing infrastructure is sustained prior to expanding and/or investing in new infrastructure, reflective of the Asset Management Plan (AMP)
1.2. Plan infrastructure development with demographic needs
1.3. Facilitate the creation of more housing including new builds, multi-residential, and secondary dwelling units for the following markets; seniors, families, affordable housing options, and rental units.

Balmer Road Property for Housing - Edward provided an update regarding Balmer Road property. We were unsuccessful in grant applications for this property. Councillor Whelan provided a brief history of the Balmer Road property. Mayor Amyotte provided that an opportunity for a public private ownership for housing may be considered. Further discussions and collaborations regarding alternative servicing options may be considered. **For 2027 – explore options and opportunities with the 64-acre property and bring back to council.** Currently there are no parameters for housing on this property. Subsidized housing, tiny houses, etc. could be considered.

1.4. Explore complete communities

Priorities
INFRASTRUCTURE

1. Complete a long-term financial plan
2. Tour of Roads
3. Added: Sidewalks and walkability and communication with Peterborough County – requirements for an Environmental Assessment

Edward provided an overview of the requirements for the creation of a sidewalk which include preliminary studies for parking, etc. Burleigh Street is owned by the County. Pedestrian movement such as sidewalks or crosswalks would be the municipality's responsibility. County pays for road – municipality pays for sidewalk. Phases and costs will be provided in the future dependent on what the EA changes may result. Comment and approval to council is anticipated in Q1.

4. Downtown master plan – County Official Plan was approved in August 2026 – funds listed in Capital Forecast for engineering plan and new comprehensive zoning by-law
5. Facility and Roads Tours
6. Expansion for communications for Fire Hall and Roads

ECONOMY

2.1. Refresh and promote the Community Improvement Plan (CIP)

Moving to larger dollar values and infrastructure such as Agri tourism and a new CIP will be presented. Since 2018, one applicant has utilized the community improvement plan. CIP is ongoing – council may wish to review it.

2.2. Implement the Strategic Economic Development Plan, which includes, initiatives under the areas of development, economic diversification, infrastructure, labour, and tourism.

Consideration to implement the economic strategic plan back into the strategic plan.

Edward's Economic Development highlights for 2027:

- Community development infrastructure/housing
- Downtown – sidewalks – parks and open spaces
- Affordable housing
- Focus the strategic economic development plan to address specific community projects
- New boundary signs

Discussion regarding signage on the highway. Include priorities under Strat Economic Development plan under the Strat Plan, Section 2.

Councillor Sprung suggested an art/sculpture at the municipal office in the form of a sculpture competition to celebrate Apsley. Edward suggested parameters/cost/eligibility/size/materials etc. could return with a report. Mayor Amyotte provided that looking at a broader arts and culture policy could be investigated – Privacy fence murals.

GOVERNANCE

3.1. Maintain policies and processes that enable effective governance
3.2. Provide quality community programs and services
3.3. Provide effective, clear and transparent Township communication

Councillor Paterson noted that beautification could be by adding or removing signage attached to trees that are unsightly and out of date. A sign by-law has not been implemented due to the contention with such. Councillor Paterson suggests a sign by-law to regulate signs on side roads. – governance – review the pros and cons of implementing a sign by-law. Councillor Paterson suggested disallowing signs on roads and to implement a paid service for discounted local and non-local rate to allow signs to be placed in a particular area.

- Overhaul of policies – policies and procedures
- Communications Policy
- Comprehensive Employment Survey will be presented to Council
- Citywide processes
- Highway 28 Safety coalition
- Trent Lakes will host the next Quad meeting, the date TBA
- Enable hybrid meetings at NKCC, Council Chambers. Wilson Park is coming forward. The possibility to host council meetings at Wilson Park were discussed.

ENVIRONMENT
4.1. Promote responsible environmental stewardship
4.2. Protect the human environment
4.3. Consider Climate change in decision making

- Councillor Sprung sought the rules regarding shoreline purchases along Eels Creek and suggested developing it into a canoe route with creek access points
- Recreation Master Plan
- EV Charging Stations – investigating
- Foodcycler, Backyard Composting program with the County – focus on diversion

26 - 331
Moved – Deputy Mayor McIlmoyl
Seconded – Councillor Paterson

That Council receive the Strategic Plan Update report for information; and further, that Council provide direction regarding the strategic priorities, goals, and objectives to be included in a 2027 Strategic Priorities Plan and 2027 Strategic Economic Development Priorities. Carried.

Announcements

By-Laws

Moved by – Councillor Whelan
Seconded by – Deputy Mayor McIlmoyl

By-law 2026-0067 to appoint elected members of Council to the North Kawartha Committee of Adjustment.

By-Laws 2026-0067, be read and adopted in open Council on the 17th day of November 2026. Carried.

Confirmatory By-Law 2026-0068

Moved by – Deputy Mayor McIlmoyl
Seconded by – Councillor Paterson

That By-law 2026-0068 being a by-law to confirm the proceedings of a regular meeting of the Township of North Kawartha held on the 17th day of November 2026 be read and adopted in open Council on the 17th day of November 2026. Carried.

Adjournment

26 - 332
Moved by - Councillor Whelan
Seconded by – Councillor Sprung

That Council adjourn proceedings. Carried.

Council adjourned at 2:49 p.m.

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Carolyn Amyotte, Mayor

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Kelly Picken, Clerk