

The Corporation of the Township of North Kawartha

Minutes of the Regular Meeting held on August 11, 2026

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

Regular Session 2026 – 08 – 11

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

Staff Present: Shannon Hunter, Chief Administrative Officer
Jason Post, Deputy Chief Administrative Officer
Kelly Picken, Clerk
Keely-Anne Johnson, Deputy Clerk
Edward Hilton, Economic Development Officer
Jordan Tucker, Full-time Equipment Operator
Erin Parent, Accounting Assistant
Corey Dunsby, Public Works Manager
Mackenzie Sykes, Financial Analyst/IT Supervisor
Breeanne Martin, Building & By-law/Planning Assistant Secretary

Laura Stone, Planning Consultant, One Community Planning
Forbes Symon, Planning Consultant, Jp2g Consultants Inc.

(all attendees participated in-person unless noted electronic)

Others Present:

Call to Order and Welcome

Mayor Amyotte called the meeting to order at 9:35 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.

A moment of silence was held to remember Jim O'Shea, a member of North Kawartha Council, who served the Community since 2014.

Disclosure of Pecuniary Interest and the General Nature Thereof

No declarations.

Adoption of the Agenda

26 - 225

Moved by - Councillor McIlmoyl

Seconded by - Deputy Mayor Whelan

That the agenda be adopted, as presented. Carried.

Introduction of New Staff

Jordan Tucker, Full-time Equipment Operator

Staff Presentation

Erin Parent, Accounting Assistant

AMCTO Municipal Accounting & Finance Program Certificate

Corey Dunsby, Public Works Manger

AORS Associate Road Supervisor Certification

Statutory Public Meetings

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

Chair Amyotte declared the hearing open and explained that this was an opportunity for the public to provide written or verbal comments on the applications. 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-08-26 (Tucker)

Forbes Symon, Planner identified the lands and explained the purpose and effect of the application. Approval of the application was recommended by staff.

Submissions

No comments were received.

26 - 226

Moved by – Councillor McLellan

Seconded by – Deputy Mayor Whelan

That Council approves Zone Amendment Application #ZA-08-26 (Tucker), Part of Lot 23-25,

Concession 15-16, Burleigh Ward, Roll 1536-020-002-37000-0000. Carried.

Zone Amendment Application #ZA-07-26 (Found/Attwood)

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

Submissions

Curve Lake comment received and archaeological study not required.
Kawartha Pineridge District School Board had no concerns

The applicant, Sherry Found, attended in person and extended a thank you

26 - 227

Moved by – Deputy Mayor Whelan

Seconded by – Councillor McIlmoyl

That Council approves Zone Amendment Application #ZA-07-26 (Found/Attwood), Anstruther Lake Island 2, Anstruther Ward Roll: 1536-020-202-06600. Carried.

Mayor Amyotte declared the statutory public hearing closed.

Staff Reports

Recommended Conditions of Draft Approval, Subdivision Application 15T-25002, 65 Northey's Bay Road (Challenger)

Forbes Symon, Planner, provided an overview of the draft plan of subdivision process. Review and recommendations through conditions go to the County for their deliberation. It is an appropriate time to consider the conditions of draft approval. It is a contract between the developer and the municipality on how the subdivision is developed and how the roads are developed and how those assets come back to the municipality. After a warranty period the roads, etc. are transferred to the municipality. Forbes has worked with the County to view other conditions that were used in previous subdivisions for comparison.

Mr. Symon informed council that additional units typically would be looked at with the hydrogeological aspect and that could be addressed at that time. Estate lots – will be reflected in zoning that additional residential unit (ARU) are not acceptable. Mr. Symon stated we can add items addressed regarding traffic.

In addition, Mr. Symon stated that MTO, Hydro, Canada Post, etc. may add conditions. All comments from all agencies will be considered.

26 - 228

Moved by - Deputy Mayor Whelan

Seconded by - Councillor McIlmoyl

That Council endorse the conditions of draft approval in Appendix A and forward them to the County of Peterborough for their consideration. Recorded Vote: Councillor McIlmoyl – Yes;

Councillor McLellan – No; Deputy Mayor Whelan – Yes; Mayor Amyotte – Yes. Carried.

Recess

Mayor Amyotte declared a recess at 10:20 a.m. Council reconvened at 10:30 a.m.

Presentations / Deputations / Petitions

Julian Lake Road Maintenance Status (Approx. 10:30 a.m.)

Mr. Donald Linders displayed a map of Big Cedar Lake and noted the portion of the road that is limited maintenance. The request is to upgrade Julian Lake Road to full maintenance status. The specifics of Mr. Linders are: to Initiate the necessary engineering reviews, include the required funding in Township's capital budget, pass the necessary by-laws to designate the whole road as full maintenance and establish and communicate the timeline. Google mapping shows this road as Julian Lake Road, not FR 38.

26 - 229

Moved by - Councillor McLellan

Seconded by - Deputy Mayor Whelan

That Council receive the presentation from Donald Linders regarding Julian Lake Road Maintenance and direct staff to return with a report that provides further information. Carried.

County of Peterborough Report

26 - 230

Moved by - Councillor McIlmoyl

Seconded by - Deputy Mayor Whelan

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

Crowe Valley Conservation Authority Report

26 - 231

Moved by - Councillor McIlmoyl

Seconded by - Deputy Mayor Whelan

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

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

Regular Minutes

26 - 232

Moved by - Councillor McIlmoyl

Seconded by - Councillor McLellan

That the minutes of the regular meeting of Council held on July 14, 2026 be adopted, as presented. Carried.

Business Arising from Previous Minutes

None

Consent Agenda

Mayor Amyotte noted the Appreciation letter for the incident on June 4th and commended our Emergency Services Department.

26 - 233

Moved by - Councillor McLellan

Seconded by - Councillor McIlmoyl

1. That Council receives the following consent agenda items:
Monthly Activity Reports
 - Emergency Services Department
 - Parks and Recreation / Waste Department
 - Public Works Department
2. Mr. James A. Weldon, July 7, 2026, 911 Incident of June 4th Appreciation Letter
3. Township of Brudenell, Lyndoch and Raglan, July 8, 2026, Support for Sustainable Provincial Grant Funding for Fire Services in Ontario
4. Clearview Township, July 28, 2026, Request for Traffic Calming and Speeding Mitigation Techniques
5. Eastern Ontario Wardens's Caucus (EOWC), July 2026 Newsletter
6. Municipality of Trent Lakes
 - July 16, 2026, Request for Provincial Action on the Accuracy of the Municipal Voters' Lists
 - July 20, 2026, New Zoning By-law Notice of Project Commencement & Request for Agency Information/Engagement
7. Ministry of the Environment, Conservation and Parks, July 29, 2026, Consultation on Two Proposed Regulations Under the Conservation Authorities Act
8. Ministry of Municipal Affairs and Housing, August 5, 2026, Notice of Decision with respect to County of Peterborough Official Plan Subsection 26 of the Planning Act

Carried.

Staff Reports

Extended Warranty International Tandem Plow Truck

26 - 234

Moved by - Councillor McIlmoyl

Seconded by - Deputy Mayor Whelan

That Council approve the purchase of International Service Contract Proposal #SCP-20210 for the new tandem plow truck (RFT-02-23) in the amount of \$11,302.00, plus applicable taxes; and that the cost be funded from future capital reserves. Carried.

2026 Second Quarter Financial Activities

26 - 235

Moved by - Councillor McLellan

Seconded by - Councillor McIlmoyl

That Council receive the Financial Activities Report and the Salaries and Benefits Breakdown Report for the 2026 Second Quarter as prepared by the Treasurer. Carried.

Draft Procurement Policy

26 - 236

Moved by - Deputy Mayor Whelan

Seconded by - Councillor McLellan

That Council adopt the Procurement Policy including provision for the possible use of third party procurement software. Carried.

Tallan Lake Road – Culvert Replacement and Limited Maintenance Road Status

Jason Post, Deputy Chief Administrative Officer, provided information to council regarding outstanding culvert issue on Tallan Lake Road for information.

Vacation Policy, Flexible Work Arrangement Policy and Acting Pay

26 - 237

Moved by - Deputy Mayor Whelan

Seconded by - Councillor McIlmoyl

That Council approve the Vacation Policy, Flexible Work Arrangement Policy and Acting Pay Policy as presented. Carried.

Management Action List

26 - 238

Moved by - Deputy Mayor Whelan

Seconded by - Councillor McIlmoyl

That Council receive the Management Action List report for information. Carried.

Broadband and Wireless Connectivity in North Kawartha, July 2026 Update

26 - 239

Moved by - Deputy Mayor Whelan

Seconded by - Councillor McLellan

That Council receive the report for information. Carried.

Recess

Mayor Amyotte declared a recess at 11:41 a.m. Council reconvened at 11:46 a.m.

Reports from Boards and Committees

None

New Business and Unfinished Business

Correspondence

Ministry of Energy and Mines, July 8, 20256, Municipal Energy Plan Program Review – Invitation to Provide Feedback

26 - 240

Moved - Deputy Mayor Whelan

Seconded - Councillor McIlmoyl

That Council receives the Ministry of Energy and Mines, July 8, 20256, Municipal Energy Plan Program Review – Invitation to Provide Feedback. Carried.

Operational Performance Review (OPR) Summary – Highway 28 (2026)

26 - 241

Moved - Deputy Mayor Whelan

Seconded – Councillor McIlmoyl

That Council receive the Operational Performance Review summary by the Ministry of Transportation regarding Highway 28; and further that Council support sending the Mayor's response letter to the Ministry of Transportation with copies sent to all Highway 28 Municipal Councils, Peterborough County, MPP Dave Smith, MPP Rick Bresee, Peterborough County OPP Detachment Commander Chris Galeazza, Hwy 28 Coalition Municipal Clerks, Bancroft Detachment Commander Trevor Pitts, the Minister of Transportation and the Solicitor

General; and further that Council support the Mayor's continued advocacy work as leader of the Highway 28 Mayors Coalition to advance corridor safety, improved communications, and a proactive, evidence-based process for future Highway 28 safety improvements. Carried.

Closed Session

None

Announcements

By-Laws

26-242

Moved by – Councillor McIlmoyl

Seconded by – Councillor McLellan

That By-Law 2026-0050 being a by-law to amend Zoning By-Law #26-2013, as otherwise amended, of the Corporation of the Township of North Kawartha, with respect to certain lands described as Part Lots 23 to 25, Concession 16, in the geographic area of Burleigh, in the County of Peterborough, Roll # 1536-020-002-37000 and that;

By-Law 2026-0051 being a by-law to amend Zoning By-Law #26-2013, as otherwise amended, of the Corporation of the Township of North Kawartha, with respect to certain lands described as #25 Anstruther Lake Island 2, in the geographic area of Anstruther, in the County of Peterborough, Roll # 1536-020-202-06600 and that;

By-Law 2026-0052 being a by-law to Adopt a Procurement (Purchasing) Policy for the Corporation of the Township of North Kawartha

By-Laws 2026-0050, 2026-0051, and 2026-0052 be read and adopted in open Council on the 11th day of August, 2026. Carried.

Confirmatory By-Law 2026-0053

Moved by - Councillor McLellan

Seconded by - Councillor McIlmoyl

That By-law 2026-0053 being a by-law to confirm the proceedings of a regular meeting of the Township of North Kawartha held on the 11th day of August, 2026 be read and adopted in open Council on the 11th day of August, 2026. Carried.

Adjournment

26 - 243

Moved by - Deputy Mayor Whelan

Seconded by - Councillor McIlmoyl

That Council adjourn proceedings. Carried.

Council adjourned at 12:22 p.m.

Carolyn Amyotte, Mayor

Kelly Picken, Clerk