



The Corporation of the Township of Central Frontenac Regular Meeting of Council Minutes

Tuesday, October 14, 2025, at 6:00 PM

Council Chambers, 14216 Road 38, Sharbot Lake, ON

Roll Call

Members: Deputy Mayor Bill Everett, Councillors: Susan Irwin, Dan Meeks, Phillip Smith, Nicki Gowdy, Duncan McGregor, Lynne Klages, and Cindy Kelsey

Regrets: Mayor Frances Smith

Staff in Attendance: Cathy MacMunn – CAO/Clerk, Jody Legue – Deputy Clerk/EA to the CAO, Chris Nelson – Community Services Coordinator, Andy Dillon – Chief Building Official, Lance Cowdy – Public Works Supervisor, and Amanda Fellows – Public Works Technical Assistant

1. Call to Order

Deputy Mayor Everett called the meeting to order at 6:00 p.m.

2. Land Acknowledgement

We would like to begin by acknowledging that the land on which we gather is the traditional and unceded territory of the Algonquin nation.

3. National Anthem

Please stand for the National Anthem

4. Approval of the Agenda

Moved by: Susan Irwin

Seconded by: Dan Meeks

THAT the agenda for the regular meeting of Council to be held October 14, 2025, be approved as presented.

CARRIED

5. Disclosure of Pecuniary Interest

None.

6. Approval of the Minutes

Moved by: Phillip Smith

Seconded by: Nicki Gowdy

THAT the minutes from the regular meeting of Council held on September 23, 2025, be approved as presented.

CARRIED

Councillor Gowdy requested that Staff confirm the Mayor's comments regarding Mr. Bates' delegation on the Canine By-Law.

7. Mayors Remarks

a. Township Open House

Deputy Mayor Everett announced that the Township Open House will be held on Monday, October 20, 2025, from 4:00 p.m. to 6:00 p.m.

b. Memorial Bench

Deputy Mayor Everett showed an image of the Memorial Bench for Robert Harvey, which was installed by the Harvey Family the previous weekend. He thanked Bill Young for his assistance and to the Township for approving the placement of the bench, which is located in Fossey Park facing the lake.

c. Veteran's Banner Program

Deputy Mayor Everett advised that the banners for the Veterans Banner Program are expected to arrive this week. Installation is currently being coordinated, with the goal of having the banners displayed within the next few weeks.

Chris Nelson, Community Services Coordinator, added that the banners are anticipated to arrive within the next few days and that installation will occur as soon as possible, ideally by the end of the week if all goes as planned.

8. Delegations

None.

9. Public Meeting

None.

10. Consent Agenda

- a) Correspondence Received for October 14, 2025
1. City of Dryden dated September 22, 2025. Re: Urge for Mandatory Water Safety and Swim-to-Survive Training in Ontario Elementary School Curriculum.
 2. City of North Bay dated August 12, 2025. Re: Northern Ontario Resource Development Support (NORDS) Pilot Program.
 3. Municipality of Assiginack dated August 19, 2025. NORDS Pilot Program.
 4. The Municipality of St. Charles dated September 17, 2025. Re: NORDS Pilot Program.
 5. Municipality of Brighton dated September 15, 2025. Re: Support for Electoral Reform.
 6. Bonfield Township dated September 24, 2025. Re: Urgent Appeal Regarding Canada Post Labour Dispute and Impact on Municipal Communications.
 7. Canadian Union of Postal Workers dated September 24, 2025. Re: Federal Government Plan – Canada Post Corporation Review.
 8. City of Kitchener dated September 26, 2025. Re: Municipal Act Amendment on Paper Billing.
 9. Township of West Lincoln dated September 26, 2025. Re: Support Consultation on the Future of Community Natural Gas Expansion.
 10. Niagara Region dated September 30, 2025. Re: Motion Respecting State of Emergency on Mental Health, Homelessness and Addictions.
 11. City of Pickering dated October 3, 2025: Re: Elect Respect.
 12. Town of Newmarket dated October 7, 2025. Re: Automated Speed Enforcement Resolution.
 13. Municipality of Waterloo dated October 8, 2025. Re: Amending Ontario Regulation 391/21.
- b) Rideau Valley Conservation Authority Draft Minutes - July 24, 2025
- c) EORN Call Gap Project Monthly Update - September 2025

Moved by: Duncan McGregor

Seconded by: Susan Irwin

THAT Council receive items a) to c) for information, as they are considered routine items.

CARRIED

Councillor McGregor requested that Item A (1) be removed from the consent agenda for discussion. Following the discussion, Council's consensus was in support of the item.

11. Deferred Items

None.

12. Staff Reports/Departmental Updates

- a. 183-2025 DS - September Building Report

Moved by: Nicki Gowdy

Seconded by: Susan Irwin

THAT Council receive the September Construction Details (Building Activity) report as presented by the Chief Building Official for information.

CARRIED

- b. 184-2025 DS - Capital Projects Status Report September 2025

Moved by: Susan Irwin

Seconded by: Lynne Klages

THAT Council receive the Capital Projects report as presented by the Chief Building Official for information.

CARRIED

- c. 185-2025 DS - Mountain Grove Hall Interior Renovations

Moved by: Lynne Klages

Seconded by: Cindy Kelsey

WHEREAS the Mountain Grove Hall experienced flood damage in the kitchen in 2024 and requires repairs;

AND WHEREAS the washrooms and stairs do not meet current AODA requirements;

NOW THEREFORE BE IT RESOLVED THAT Council approve the recommendation of the Chief Building Official and award the renovation of the Mountain Grove Hall to Wise Choice Contracting, in the amount of \$196,000;

AND THAT Council direct the Chief Building Official to issue a purchase order for the work;

AND FURTHER THAT the Mayor and CAO/Clerk be authorized to sign the final Contract.

CARRIED

- d. 186-2025 PW - Activity Report
Moved by: Cindy Kelsey
Seconded by: Dan Meeks

THAT Council receive the Public Works Activity Report as presented by the Public Works Supervisor for information.

CARRIED

- e. 187-2025 PW - Capital Project Status Report
Moved by: Susan Irwin
Seconded by: Phillip Smith

THAT Council receive the Public Works Project Status Report as presented by the Public Works Supervisor for information.

CARRIED

- f. 188-2025 PW - Change Order Notice - Circular Materials Ontario
Moved by: Phillip Smith
Seconded by: Cindy Kelsey

THAT Council receive the Change Order Notice report as presented by the Public Works Supervisor for information;

AND THAT Council authorize the CAO and Mayor to sign the Change Order issued by Circular Materials Ontario, extending the agreement until December 31, 2028, effective January 1, 2026.

CARRIED

- g. 189-2025 PW Draft Parking Bylaw
Moved by: Dan Meeks
Seconded by: Susan Irwin

THAT Council receive the updated Draft Parking By-law, as prepared by the Deputy Clerk, for information;

AND THAT Council receive the public feedback and comments for information;

AND FURTHER THAT Council authorize Staff to proceed with a legal review of the draft Parking By-law, with the results and any related feedback or comments to be brought forward to Council upon completion.

CARRIED

h. 190-2025 ADMIN - Municipal Support Resolution

Moved by: Nicki Gowdy

Seconded by: Phillip Smith

WHEREAS Steven Reader on behalf of Originative Energy Solutions Partners appeared before Council at the September 23, 2025, meeting regarding a Proposal for a Long-Term Capacity Services Project LT2 (c-1)

AND WHEREAS the land they have an option on is approximately 111 acres and their project would occupy less than $\frac{1}{4}$ of the land which is located at 7349 Hinchinbrooke Road and is currently licenced and used as a commercial gravel yard;

AND WHEREAS a resolution is a mandatory requirement that confirms the municipality's support for the proposal submission, not a guarantee of a contract award, and is a crucial part of the project's application process.

AND WHEREAS Originative Energy Solutions Partners are proposing to submit a bid to the Ontario Independent Electricity System Operator (IESO) and is requesting Council's support of their project (LT2(c-1));

NOW THEREFORE BE IT RESOLVED THAT Council supports Originative Energy Solutions Partners in submitting a proposal for the Long-Term Capacity Services Project located at 7349 Hinchinbrooke Road North;

AND FURTHER THAT this resolution be attached to the prescribed form as identified as Exhibit A for LT2(c-1) RFP as issued by the Independent Electricity System Operator ("IESO").

CARRIED

i. 191-2025 ADMIN Acceptance of Final Organizational and Service Delivery Review

Moved by: Phillip Smith

Seconded by: Nicki Gowdy

THAT Council accept the Final Organizational and Service Delivery Review as prepared by Capital Park Consulting;

AND THAT Staff be authorized to develop an implementation plan based on the recommendations contained in the report for future Council consideration.

CARRIED

13. Committee/Other Reports

- a. 192-2025 Request to Temporary a Close Portion of K&P trail
Moved by: Duncan McGregor
Seconded by: Susan Irwin

THAT Council approve the temporary closure of the K&P Trail between the Sharbot Lake Beach and the Government Docks (Thompson's Cut) on October 31, 2025, from 3:00 p.m. to 8:00 p.m., for a Community Halloween event;

AND FURTHER THAT Staff post advance notice of the closure on the Township's Facebook page and website by October 27, 2025;

AND THAT Staff notify the Frontenac ATV Club and the Eastern Ontario Trails Alliance (EOTA) of the closure;

AND THAT Staff ensure temporary signage is placed at both ends of the closed section of the trail to assist trail users with a detour route through the village.

CARRIED

- b. Economic Development Advisory Committee - October 1, 2025
Moved by: Dan Meeks
Seconded by: Lynne Klages

THAT Council approves an amendment to the "Organization of the Committee" section of the new Terms of Reference for the Central Frontenac Economic Development Advisory Committee be amended to state that the Committee shall be composed of up to ten (10) members, including three (3) appointed Members of Council and up to seven (7) community representatives.

CARRIED

Moved by: Cindy Kelsey
Seconded by: Susan Irwin

THAT Council approve the appointment of Davin Allan to the Central Frontenac Economic Development Advisory Committee as a representative of the Central Frontenac business community.

CARRIED

14. Communications/Correspondence for Action

None.

15. By-Laws/Agreements

None.

16. Notice of Motions

None.

17. Giving Notice of Motions

- a. Councillor Gowdy – Curbside Waste Collection

WHEREAS during the municipal election campaign in the fall of 2022, many residents inquired about the possibility of curbside waste collection;

AND WHEREAS we are soon going to be entering into budget deliberations, it would be a relevant time to investigate the cost of Township curbside waste collection;

THEREFORE IT BE RESOLVED THAT Council direct Staff to investigate the cost of curbside waste collection and bring a report back to Council at the November 11, 2025, regular meeting of Council.

18. New/Other Business

None.

19. Closed Session

- a. Resolve into Closed Session

Moved by: Phillip Smith

Seconded by: Cindy Kelsey

THAT Council resolve into closed session pursuant to S. 239.2 of the Municipal Act to discuss personal matters about an identifiable individual, including municipal or local board employees. S 239.2(b)

CARRIED

- b. Rise From Closed Session

Moved by: Lynne Klages

Seconded by: Dan Meeks

THAT Council rise from closed session pursuant to S. 239.2 of the Municipal Act to discuss personal matters about an identifiable individual, including municipal or local board employees. S 239.2(b)

CARRIED

- c. Report From Closed Session

Implementation Plan- Organizational and Service Delivery Review

Moved by: Duncan McGregor

Seconded by: Cindy Kelsey

THAT the Chief Administrative Officer/Clerk be directed to implement the recommendations contained in the Organizational and Service Delivery - Final Report prepared by Capital Park Consulting Inc. (CPC) dated September 5, 2025, based upon the implementation plan approved by Council;

AND FURTHER THAT the financial implications contained in the CPC report be included in future budget consideration by Council.

AND THAT We proceed to advertise for a Deputy Fire Chief.

CARRIED

20. Adjournment

Confirming By-Law 2025-45

Moved by: Nicki Gowdy

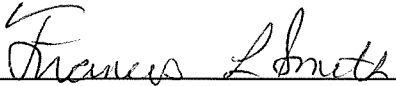
Seconded by: Duncan McGregor

THAT By-Law 2025-45 being a by-law to confirm the proceedings of the regular council meeting held October 14, 2025, be read first, second, and third time, and finally passed this 14th day of October 2025;

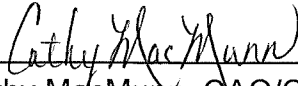
AND FURTHER THAT this meeting be adjourned until Tuesday, October 28, 2025, at 6:00 p.m. for a regular meeting of the Council, said meeting to be held at the Council Chambers, 14216 Road 38, Sharbot Lake, ON

CARRIED

The meeting was adjourned at 7:13 p.m.



Frances Smith, Mayor



Cathy MacMunn, CAO/Clerk