



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

Tuesday, November 11, 2025, at 6:00 PM

Council Chambers, 14216 Road 38, Sharbot Lake, ON

## ROLL CALL

### Members

Francis Smith, Mayor; Bill Everett, Deputy Mayor; Susan Irwin, Councillor; Lynn Klages, Councillor; Nicki Gowdy, Councillor; Duncan McGregor, Councillor

### Regrets

Cindy Kelsey, Councillor; Dan Meeks, Councillor; Phillip Smith, Councillor.

### Staff

Cathy MacMunn, CAO/Clerk; Jody Legue, Deputy Clerk; Chris Nelson, Community Services Coordinator; Steve Gould, Public Works Manager; Amanda Fellows, Public Works Technical Assistant

## 1. Call to Order

## 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

### MOTION: 426-2025

*Moved by:* Susan Irwin

*Seconded by:* Bill Everett

**THAT** the agenda for the Regular Meeting of Council held November 11, 2025, be approved as amended, to include the addition of the following items:

Item 19a) Closed Session: Closed Session item regarding a proposed or pending acquisition or disposition of land by the Municipality or a local board. (S.239.2(c))

Item 19b): Closed Session: 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. (S.239.2(k))

**Carried**

**5. Disclosure of Pecuniary Interest**

None

**6. Approval of the Minutes**

**MOTION: 427-2025**

*Moved by:* Lynn Klages

*Seconded by:* Nicki Gowdy

**THAT** the minutes from the regular meeting of Council held on October 28, 2025, be approved as presented.

**Carried**

**7. Mayors Remarks**

1. Recognition of Remembrance Day ceremonies held today across the Township.
2. Reminder that the 2026 Budget Survey is now available, the link is on the Township website.

**8. Delegations**

None

**9. Public Meeting**

None

## 10. Consent Agenda

### MOTION: 428-2025

*Moved by:* Duncan McGregor

*Seconded by:* Bill Everett

**THAT** Council accepts the correspondence received for the November 11, 2025, meeting for information, as it is considered a routine item.

**Carried**

- a. Correspondence Received for November 11, 2025
  1. Eastern Ontario Wardens' Caucus (EOWC), dated October 24, 2025. Re: The EOWC Strengthens Ties with Federal Leaders During Parliament Hill Advocacy Day.
  2. Town of Bradford West Gwillimbury, dated October 27, 2025. Re: Removing HST/GST from New Homes to Support Housing Affordability.
  3. Municipality of St. Charles, dated October 15, 2025. Re: Support for the Township of Moonbeam for Stop the Spray Canada.
  4. Norfolk County, dated October 23, 2025. Re: Letter of support for the Regional Municipality of Waterloo – Blue Box.
  5. Town of East Gwillimbury, dated October 28, 2025. Re: Opposition to the *Protect Ontario by Unleashing Our Economy Act, 2025*.
  6. Town of Wasaga Beach, dated October 29, 2025. Re: Public Safety Requirements to Protect Our Communities.
  7. Municipality of Halton, dated October 3, 2025. Re: Public Safety Requirements to Protect Our Communities.
  8. Niagara Region, dated September 30, 2025. Re: State of Emergency on Mental Health, Homelessness and Addictions.
  9. Municipality of Wawa, dated October 21, 2025. Re: Accessible and Effective Alcohol Container Return System in Ontario.
  10. Municipality of St. Charles dated October 15, 2025. Re: Closure of Before and After School Programs.
  11. Town of Plympton-Wyoming dated October 8, 2025. Re: Conservation Authority Fee Freeze.
  12. Municipality of Calvin dated October 29, 2025. Re: Conservation Authority Fee Freeze.
  13. Town of Blue Mountains dated October 20, 2025. Re: Bill 5, Special Economic Zones and T.C. Energy's Pumped Storage Proposal.
  14. Municipality of South Huron dated November 5, 2025. Re: Collaborative Action on Sustainable Waste Management.

**11. Deferred Items**

None

**12. Staff Reports/Departmental Updates**

- a. 209-2025- PW - Public Works Activity Report

**MOTION: 429-2025**

*Moved by:* Lynne Klages

*Seconded by:* Bill Everett

**THAT** Council receives the Public Works Activity Report as presented by the Public Works Manager for information

**Carried**

- b. 210-2025 - PW - Capital Project Status Report

**MOTION: 430-2025**

*Moved by:* Duncan McGregor

*Seconded by:* Susan Irwin

**THAT** Council receives the Public Works Project Status Report as presented by the Public Works Manager for information.

**Carried**

- c. 211-2025 - PW - Curbside Garbage Pickup (2 motions)

**MOTION: 431-2025**

**Receipt of Preliminary Report**

*Moved by:* Nicki Gowdy

*Seconded by:* Duncan McGregor

**THAT** Council receives the Curbside Garbage Pickup Preliminary Report as presented by the Public Works Manager for information;

**AND THAT** Council authorizes the Public Works Manager and staff additional time to collect accurate data, consult with relevant sources, and conduct a detailed analysis of all variables affecting the potential implementation of curbside garbage pickup;

**AND THAT** Council directs staff to define a proposed service area for future analysis and report back to Council no later than February 10, 2025 with findings and recommendations.

**Carried**

Councillor McGregor noted that setting the earlier date of February 10, 2026, would provide the Clerk's Department sufficient time to include a related question on the election ballot.

Council amended the due date from May 2026 to February 10, 2026, with the understanding that the information provided at that time would be an estimate rather than a finalized cost. The CAO/Clerk noted that completing a full analysis by that date may be challenging for staff, given the broad scope of the proposal.

**MOTION: 432-2025**

**Scope of Detailed Analysis**

*Moved by:* Nicki Gowdy

*Seconded by:* Bill Everett

**THAT** Council directs the Public Works Manager and staff, as part of the continued review of curbside garbage pickup, to include in the detailed analysis the following components:

- Service definition to include all households within the Township, with vacant land not eligible for pickup;

- A comparison of contracted and in-house service options, including equipment, staffing, and operational costs;
- Review of potential contract modifications with Emterra;
- Environmental compliance assessments and any related approvals or regulatory requirements;
- Identification of other potential or indirect costs associated with program implementation; and
- Determination of the estimated cost per household.

**AND THAT** this detailed analysis be presented to Council as part of the comprehensive report due no later than February 10, 2026.

**Carried**

The CAO/Clerk reiterated that staff may not be able to complete a full analysis by the revised date but will make every effort to provide a reasonable estimate.

e. 212-2025 - DS - October Building Report

**MOTION: 433-2025**

*Moved by:* Bill Everett

*Seconded by:* Duncan McGregor

**THAT** Council receives the October Construction Details (Building Activity) report as presented by the Chief Building Official for information.

**Carried**

- f. 213-2025 - DS - Capital Projects Status Report September 2025

**MOTION: 433-2025**

*Moved by:* Duncan McGregor

*Seconded by:* Lynne Klages

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

**Carried**

- g. 214-2025 - ADMIN - Alternate Voting Method for the 2026 Election

*Moved by:* Susan Irwin

*Seconded by:* Lynne Klages

**THAT** Council receives the Administrative Report from the CAO/Clerk entitled “Voting Method for the 2026 Municipal Election” for information;

**AND THAT** Council approves the recommendation of the CAO/Clerk to continue the use of internet and telephone voting as the alternative voting method for the 2026 Municipal and School Board Elections.

**NOW THEREFORE BE IT RESOLVED THAT** Council authorize the continued use of internet and telephone voting as the alternative voting method for the 2026 Municipal and School Board Elections, in accordance with Section 42(1) of the Municipal Elections Act, S.O. 1996, c. 32, as amended;

**AND FURTHER THAT** the bylaw be passed later in the meeting.

**Carried**

**13. Committee/Other Reports**

None

**14. Communications/Correspondence for Action**

None

**15. By-Laws/Agreements**

a. Alternative Voting Methods for 2026 Election

*Moved by:* Nicki Gowdy

*Seconded by:* Bill Everett

**THAT** By-Law 2025-48, being a by law authorizing electors to use alternative voting methods in the 2026 election, be read a first, second and third time and finally passed this 11th day of November 2025.

**Carried**

**16. Notice of Motions**

None

**17. Giving Notice of Motions**

None

**18. New/Other Business**

None

**19. Closed Session**

a. Resolve Into Closed Session

*Moved by:* Bill Everett

*Seconded by:* Lynn Klages

**THAT** Council resolve into closed session pursuant to Section 239(2) of the Municipal Act, 2001, to discuss

**1.** a proposed or pending acquisition or disposition of land by the municipality or local board. (S.239.2(c))

**2.** a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on, or to be carried on by or behalf of the municipality or local board. ( S.239.2(k))

**Carried**

b. Rise From Closed Session

*Moved by:* Duncan McGregor

*Seconded by:* Lynn Klages

**THAT** Council rise from Closed Session held pursuant to Section 239(2) of the Municipal Act, 2001, to discuss a

1. a proposed or pending acquisition or disposition of land by the municipality or local board. (S.239.2(c))
2. a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on, or to be carried on by or behalf of the municipality or local board. ( S.239.2(k))

AND FURTHER THAT staff be directed to carry out the instructions as received in Closed Session.

**Carried**

## 20. **Adjournment**

*Moved by:* Nicki Gowdy

*Seconded by:* Bill Everett

**THAT** By-Law 2025-49 being a by-law to confirm the proceedings of the regular council meeting held November 11, 2025, be read first, second, and third time, and finally passed this 11th day of November 2025;

**AND FURTHER THAT** this meeting be adjourned until Tuesday, November 25<sup>th</sup>, 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**

**ADJOURNMENT TIME:** 6:57 PM