



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

Tuesday, February 24, 2026, at 6:00 PM

Council Chambers, 14216 Road 38, Sharbot Lake, ON

**Roll Call:** Mayor Frances Smith, Deputy Mayor Cindy Kelsey, Councillors Dan Meeks, Bill Everett, Phillip Smith, Nicki Gowdy, Lynn Klages, Duncan McGregor & Susan Irwin

**Staff in Attendance:** Cathy MacMunn, CAO/Clerk; Abigail McKinnon, Planning Coordinator; Michael McGovern, Treasurer; Chris McDonough, Fire Chief/Manager of Emergency Services; Chris Nelson, Community Services Coordinator.

## **1. Call to Order**

Mayor Smith called the meeting to order at 6:00 PM

## **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 NO. 2026-67***

*Moved by:* Cindy Kelsey

*Seconded by:* Lynn Klages

**THAT** the agenda for the regular meeting of Council to be held February 24, 2026, be approved as amended to defer the closed session matter related to legal advice to the Regular Meeting of Council to be held March 10, 2026.

**Carried**

**5. Disclosure of Pecuniary Interest and General Nature Thereof**

None Declared

**6. Approval of the Minutes**

***MOTION NO. 2026-68***

*Moved by:* Bill Everett

*Seconded by:* Duncan McGregor

**THAT** the minutes from the regular meeting of Council held on February 10, 2026, and the special meeting of Council held February 11, 2026, be approved as presented [amended].

**Carried**

**7. Mayor's Remarks**

Mayor Smith noted that the heritage festival held on Family Day weekend was a success and thanked the organizers.

**8. Delegations**

None

**9. Public Meeting**

None

**10. Consent Agenda**

***MOTION NO. 2026-69***

*Moved by:* Nicki Gowdy

*Seconded by:* Phillip Smith

**THAT** Council receive item a) for information as it is considered routine.

**Carried**

- a. Correspondence Received for February 24, 2026
  - 1. Letter dated February 10, 2026, from The Corporation of the Township of Nipigon, regarding Bill 68 ( schedule 3) Conservation Authorities
  - 2. Letter dated February 16, 2026, from the Corporation of the Township of Bracebridge, regarding Elect Respect.

3. Letter dated February 17, 2026, from the Corporation of the Municipality of Wawa regarding School Bus Safety and Stop Arms.
  4. Letter dated February 17, 20-26 from the Corporation of the Municipality of Wawa regarding Life labs closures.
  5. Letter dated February 18, 2026, from the Township of Puslinch regarding a support resolution for the Municipality of Magnetawan regarding Invest Ready Certified Site Designation.
  6. Letter dated February 18, 2026, from the Town of Fort Francis regarding a support resolution for the Township of Edwardsburg Cardinal and the Ontario Community Infrastructure Fund.
  7. Letter dated February 10, 2026, from the Township of Joly regarding a support resolution for the Township of Nairn and Hyman to support steel and lumber sectors.
  8. Letter dated February 6, 2026, from the Kingston Frontenac Public Library regarding the desire to have the Sharbot Lake Branch included in the redevelopment of the Sharbot Lake Public School site.
- \*\*\* correspondence available upon request

## 11. Deferred Items

- a. The Notice of Motion regarding By-law No. 2024-41 (Canine By-law) is currently deferred pending Council review of legal comments and is expected to return to Council for consideration at the second meeting of March.

## 12. Staff Reports/Departmental Updates

- a. **Report No.036-2026**  
Central Frontenac Fire Rescue Services Activity Report  
**MOTION NO. 2026-70**  
*Moved by:* Duncan McGregor  
*Seconded by:* Susan Irwin

**THAT** Council receive the Central Frontenac Fire Rescue (CFFR) Activity Report prepared by the Manager of Emergency Services/Fire Chief dated February 24, 2026.

**Carried**

b. **Report No. 037-2026**

Central Frontenac Fire Rescue Services Supply Delivery and Installation of a 2 Site VHF-simulcast radio system.

***MOTION NO. 2026-71***

*Moved by:* Bill Everett

*Seconded by:* Cindy Kelsey

**THAT** Council receive the Two-site VHF Simulcast Radio System Recommendation Report for information;

**AND THAT** Council approve the recommendation from the Manager of Emergency Services/Fire Chief to accept the quotation submitted by Bearcom Canada for the supply and installation of a two-site VHF simulcast radio system in the amount of \$169,686.00 excluding HST.

**AND FURTHER THAT** the Manager Emergency Services/Fire Chief be authorized to proceed with obtaining a purchase order for the two-site VHF simulcast radio system.

**Carried**

c. **Report No. 038-2026**

Central Frontenac Fire Rescue Services Supply, Delivery and installation of a new Self Contained Breathing Apparatus (SCBA) Fill Station

***MOTION NO. 2026-72***

*Moved by:* Phillip Smith

*Seconded by:* Duncan McGregor

**THAT** Council receive the Self Contained Breathing Apparatus (SCBA) Fill Station Recommendation Report for information;

**AND THAT** Council approve the recommendation of the Manager of Emergency Services/Fire Chief to accept the quotation from M & L Supply for the purchase and installation

of a Revolve-Air SCBA Fill Station in the amount of \$109,350.00, excluding HST;

**AND FURTHER THAT** the Manager of Emergency Services/Fire Chief be authorized to proceed with the issuance of a purchase order for the SCBA Fill Station.

**Carried**

- d. **Report No. 039-2026**  
Finance Accounts Payable Report February 24, 2026  
**MOTION NO. 2026-73**  
*Moved by:* Dan Meeks  
*Seconded by:* Lynn Klages

**THAT** Council receive the Accounts Payable Report (Cheque Distribution) in the amount of \$1,944,871.85 as prepared by the Treasurer, for information.

**Carried**

- e. **Report No. 040-2026**  
Finance 2025 Council Remuneration Report  
**MOTION NO. 2026-74**  
*Moved by:* Nicki Gowdy  
*Seconded by:* Cindy Kelsey

**THAT** Council receive the “2025 Council/Committee Remuneration and Expenses” as prepared by the Treasurer for information purposes only.

**Carried**

- f. **Report No. 041-2026**  
Administration CAO/Clerk Department Activity Report  
**MOTION NO. 2026-75**  
*Moved by:* Phillip Smith

*Seconded by: Susan Irwin*

**THAT** Council receive the CAO/Clerk Department Update as prepared by the Deputy Clerk for information.

**Carried**

**13. Committee/Other Reports**

None

**14. Communication/Correspondence for Action**

None

**15. Bylaws/Agreements**

a. **County of Frontenac Funding Agreement**

Sharbot Lake Trailhead

***MOTION NO. 2026-76***

*Moved by: Lynn Klages*

*Seconded by: Duncan McGregor*

**WHEREAS** the County of Frontenac has established a funding program to support the development of trailheads associated with the K&P Trail, with a maximum contribution of up to \$100,000 per Township;

**AND WHEREAS** the Township of Central Frontenac has requested that the funding be allocated toward the development of the Sharbot Lake Trailhead, including a fully accessible, year-round public washroom facility;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Township of Central Frontenac hereby accepts the Sharbot Lake Trailhead Agreement with the County of Frontenac for funding in the amount of up to \$100,000;

**AND FURTHER THAT** the Mayor and CAO/Clerk be authorized to sign and execute the Agreement and any related documentation required.

**Carried**

**16. Notice of Motion**

None

**17. Giving Notice of Motion**

None

**18. New/Other Business**

None

**19. Closed Session**

a. **Resolve into Closed Session**

***MOTION NO. 2026-77***

*Moved by:* Lynn Klages

*Seconded by:* Dan Meeks

**THAT** Council resolve into closed session pursuant to S.239(2) of the Municipal Act to:

1. to discuss litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board S.239(2)(e)

**Carried**

b. **Rise from Closed Session**

***MOTION NO. 2026-78***

*Moved by:* Dan Meeks

*Seconded by:* Nicki Gowdy

**THAT** Council rise from closed session pursuant to S.239(2) of the Municipal Act to:

1. to discuss litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board S.239(2)(e)

**AND FURTHER THAT** staff carry out instructions as received in closed session.

**Carried**

## **20. Adjournment**

a. **Confirming Bylaw 2026-08**

***MOTION NO. 2026-79***

*Moved by:* Bill Everett

*Seconded by:* Susan Irwin

**THAT** By-Law 2026-07 being a by-law to confirm the proceedings of the regular council meeting held February 24th, 2026, be read first, second, and third time, and finally passed this 24th day of February, 2026;

**AND FURTHER THAT** this meeting be adjourned until Friday, February 27, 2026 , at 9:00 a.m. for a special meeting of the Council, said meeting to be held in the Council Chambers at 14216 Road 38, Sharbot Lake, Ontario.

**Carried**

**Mayor Smith adjourned the meeting at: 6:41 PM**

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Frances Smith, Mayor

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Cathy MacMunn, CAO/Clerk