



# Personnel and Audit Committee Minutes

12:00 p.m.- Tuesday, September 23, 2025  
Council Chambers

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**Present:** Deputy Mayor John Inglis and Councillor Fred Fowler  
**Absent with Regret** Councillor Vernon Hermer  
**Also Present:** Corey Klatt, Chief Administrative Officer, Dipl. M.A.; Tara Mieske, Dipl. M.A., M.M. Clerk/Planning Manager; and Kelly Watkins, Dipl. M.A., M.M., Treasurer

## 1. Call to Order

The Chair called the meeting to order at 12:02 p.m.

## 2. Traditional Land Acknowledgement

We begin this gathering by acknowledging and celebrating these traditional lands as a gathering place of the first peoples and their ancestors who are entrusted to care for Mother Earth since time immemorial. We do so respecting both the land and the Indigenous People who continue to walk with us through this world. Today, the Township of North Frontenac is committed to working with Indigenous Peoples and all residents to pursue a united path of reconciliation.

## 3. Approval of Agenda

### a) *September 23, 2025*

**14-25 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis**

**Be It Resolved That** the Committee approves the Agenda of the Personnel and Audit Committee dated September 23, 2025, as circulated.

**Carried**

## 4. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

## 5. Presentations

None.

## 6. Delegations

None.

## 7. Adoption of Minutes

a) ***Minutes of the Meeting(s)***

**15-25 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis**

**Be It Resolved That** the Committee approves the Minutes of a Meeting held May 27, 2025, as circulated and adopted by Council on June 12, 2025.

**Carried**

**8. Business Arising Out of Minutes**

None.

**9. Communications**

None.

**10. Administrative Reports**

a) ***Director of Emergency Services/Fire Chief - North Frontenac Fire Department (NFFD) Roster Update***

**16-25 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis**

**Be It Resolved That** the Personnel and Audit Committee receives for information the Director of Emergency Services/Fire Chief's Administrative Report entitled "North Frontenac Fire Department (NFFD) Roster" and the current Roster dated September 23, 2025.

**Carried**

b) ***Treasurer - Statement of Revenue & Expenditures - 2025 Variance Report as of September 1, 2025***

**17-25 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis**

**Be It Resolved That** the Personnel and Audit Committee receives for information the Treasurer's Administrative Report entitled "Statement of Revenue & Expenditures –2025 Variance Report as of September 1, 2025";

**And That** the Committee recommends to Council that the cost of election training in 2025 be transferred from the Election Reserve Fund;

**And That** the Committee recommends to Council that the cost of \$6,131.75 for the Ompah Community Hall UV System be transferred from the Community Hall - sustainability TCA Reserve Fund.

**Carried**

c) ***Treasurer - Investment Update***

**18-25 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis**

**Be It Resolved That** Personnel and Audit Committee receives the Treasurer's Administrative Report entitled "Investment Update", for information purposes;

**And That** the Committee recommends to Council that the Treasurer invest \$515,931 in GICs (2 and 3 year), \$262,000 Government Bonds (2, 3 and 4 year) and \$131,000 Equity Funds based on the recommendations from BMO Nesbitt Burns.

**Carried**

**11. Notice of Resolution**

None.

**12. Resolution, Written Notice of Which has Been Given**

None.

**13. Public Forum**

None.

**14. Closed Session**

a) ***Closed Session***

**19-25 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis**

**Be It Resolved That** Council retires to Closed Session at 12:21 p.m. to:

- a. Discuss personal matters about an identifiable individual, including municipal or local board employees, specifically the Chief Administrative Officer's Performance Evaluation.

**Carried**

**15. Rise and Report (Overview of the Closed Session by the Chair)**

The Chair advised that during Closed Session, the Committee reviewed and discussed the Chief Administrative Officer's Performance Evaluation.

**16. Adjournment**

a) ***Motion to Adjourn***

**20-25 Moved by Councillor Fred Fowler, Seconded by Deputy Mayor John Inglis**

**Be It Resolved That** the Personnel and Audit Committee adjourns the meeting at 2:16 p.m. until December 16, 2025 at 9:00 a.m. or at the call of the Chair.

**Carried**

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Mayor

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Clerk