



Personnel and Audit Committee Minutes

9:00 AM - Monday, June 29, 2026

Council Chambers

Present: Councillor John Inglis, Councillor Fred Fowler, and Councillor Vernon Hermer

Also Present: Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M. and Corey Klatt, Chief Administrative Officer, Dipl. M.A. and Kelly Watkins, Treasurer

1. Call to Order

The Chair called the meeting to order at 9:00 a.m.

2. Traditional Land Acknowledgement

The Chair read the Traditional Land Acknowledgement.

3. Approval of Agenda

a) *Approval of Agenda*

6-26 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That the Committee approves the Agenda of the Personnel and Audit Committee dated June 29, 2026, as circulated.

Carried

4. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

5. Presentations

a) *KPMG - 2025 Audit Financial Statements*

Note: The Audits Finding Report and Draft Consolidated Financial Statements are not AODA compliant. Please contact the Treasurer's Office if you require this information in an accessible format.

7-26 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That the Committee receives for information 2025 Audit Findings Report and Draft Consolidated Financial Statements as presented by Katie Mahon, KPMG LLP;

And That the Committee approves the 2025 Financial Statements;

And That, once the Committee Minutes are adopted by Council, the Treasurer is instructed to place an advertisement in the Frontenac News stating the 2025 Financial Statements are available to view on the Township's website; or by contacting the Municipal Office.

Carried

6. Delegations

None.

7. Adoption of Minutes

a) *Minutes of the Meeting(s) to be adopted by Council*

8-26 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That the Committee approves the Minutes of a Meeting of the Personnel and Audit Committee held March 24, 2026, as circulated and adopted by Council on April 10, 2026.

Carried

8. Business Arising Out of Minutes

None.

9. Communications

None.

10. Administrative Reports

a) *North Frontenac Fire Department (NFFD) Roster Update*

9-26 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

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 June 29, 2026.

Carried

b) *Statement of Revenue & Expenditures - 2026 Variance Report as of June 23, 2026*

10-26 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That the Personnel and Audit Committee receives for information the Treasurer's Administrative Report entitled "Statement of Revenue & Expenditures –2026 Variance Report as of June 23, 2026".

Carried

11. Notice of Motion

None.

12. Resolution, Written Notice of Which has Been Given

None.

13. Public Forum

None.

Note: The Treasurer and CPM left the meeting at this time. The CPM delegated their duty to record the proceedings of the Closed Meeting of the Personnel and Audit Meeting to the CAO.

14. Closed Session

a) Closed Session

11-26 Moved by Councillor Fred Fowler, Seconded by Councillor Vernon Hermer

Be It Resolved That the Committee retires to Closed Session at 9:39 a.m. to 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 the Committee completed the CAO's annual Performance Evaluation.

16. Adjournment

a) Adjournment of the Meeting

12-26 Moved by Councillor Vernon Hermer, Seconded by Councillor Fred Fowler

Be It Resolved That the Personnel and Audit Committee adjourns the meeting at 10:46 a.m. until September 15, 2026 or at the call of the Chair.

Carried

Mayor

Clerk