

**CORPORATION OF THE TOWN OF LATCHFORD
MINUTES OF THE REGULAR MEETING OF COUNCIL
TUESDAY SEPTEMBER 16TH 2025
HELD AT THE LATCHFORD MUNICIPAL OFFICE
COUNCIL CHAMBERS**

PRESENT:

Council: Mayor Sharon Gadoury-East, Councilors Trudy McDonald, Pam Newell
Mike Cole and Shelly Church.

Regrets: Councilors: Ken Olsen and Councilor Jo-Anne Cartner.

Staff: Malorie Robinson, CAO, Clerk-Treasurer.
Jaime Allen.

Public: nil

Press: nil

1. **Call to order and mayoral comments.**

2. **Adoption of the agenda as circulated
Resolution No.: 25/132**

Moved By: Pam Newell

Seconded By: Trudy McDonald.

Be it resolved that the September 16th 2025 Agenda be adopted as circulated.

CARRIED

3. **DECLARATION OF PECUNIARY INTEREST/CONFLICT OF INTEREST
None**

4. **Adoption of the Minutes
Resolution No.: 25/133**

Moved By: Shelly Church

Seconded By: Trudy McDonald.

**Be it resolved that the Minutes of the regular council meeting held August 12th 2025 -
Be adopted as circulated by the Clerk.**

CARRIED

5. **DELEGATIONS / PRESENTATIONS:**

None

6. **REPORTS:**

Public Works see attached

7. CORRESPONDENCE

A. Action Items

1. Accounts

Resolution No. 25/134

Moved By: Trudy McDonald

Seconded By: Pam Newell

Be it resolved that the Corporation of the Town of Latchford approves attached payroll In the amount of \$72,772.23 and accounts payable in the amount of \$56,191.75

CARRIED

2. Signing authority

Resolution No. 25/135

Moved By: Shelly Church

Seconded By: Pam Newell

Be it resolved that Council of the Corporation of the Town of Latchford approves CAO/Clerk Treasurer Malorie Robinson and Deputy Treasurer/Deputy Clerk Shelley Maurice as signing officers for the Town of Latchford.

CARRIED

B. Information Items

Resolution No. 25/136

Moved By: Trudy McDonald

Seconded By: Shelly Church

Be it resolved that the following Information Items be noted and filed:

1. North Eastern public health update
2. Ministry of the Environment updated compliance policy
3. RFP for Integrity Commissioner Services.

CARRIED

8. ONGOING BUSINESS;

1. Lots on Marcotte waiting for an answer from ONR regarding prior use of land.

9. NEW BUSINESS:

1. Council discussed McDonald property request. Council agreed a survey need to be done first.
2. Latchford cemetery request Council agreed that it should remain a cemetery

10. BY-LAWS

By-Law No. 2025/022

Resolution No. 25/137

Moved By: Trudy McDonald

Seconded By: Pam Newell

Be it resolved that By-law No. 2025-022 being a by-law governing procurement policies and procedures be taken as read a first, second and third time and finally passed by the Council of the Corporation of the Town of Latchford.

CARRIED

Minutes of Regular Council Meeting September 16th 2025.

By-Law No. 2025-023

Resolution No. 25/138

Moved By: Shelly Church

Seconded By: Mike Cole

Be it resolved that By-law No.2025-023 being a by-law to govern the proceedings of council of its members and the calling of meetings be taken as read a first, second and third time and finally passed by the Council of the Corporation of the Town of Latchford.

CARRIED

By-Law No. 2025-024

Resolution No. 25/139

Moved By: Trudy McDonald

Seconded By: Pam Newell

Be it resolved that By-law No. 2025-024 being a by-law to appoint Shelley Maurice as Deputy Treasurer/Deputy Clerk effective September 29th 2025 be taken as read a first, second and third time and finally passed by the Council of the Corporation of the Town of Latchford.

CARRIED

By-Law No. 2025-025

Resolution No. 25/140

Moved By: Shelly Church

Seconded By: Trudy McDonald

Be it resolved that By-law No.2025-025 being a by-law to confirm certain proceedings of Council of the Corporation of the Town of Latchford for the Council Meeting held September 16th 2025. be taken as read a first, second and third time and finally passed by the Council of the Corporation of the Town of Latchford.

CARRIED

12. ADJOURNMENT

Resolution No. 25/141

Moved By: Pam Newell

Seconded By: : Trudy McDonald

Be it resolved that Council now adjourn at 6:35 p.m. until the next regular meeting or call from the mayor.

CARRIED

Dated at Latchford this 16th day
of September 2025.



Mayor, Sharon Gadoury East



CAO, Clerk-Treasurer Malorie Robinson



The Corporation of the Town of Latchford Disclosure of Conflict of Interest
(Declaration of Pecuniary Interest)

Pursuant to Subsection 5.1, of the Municipal Conflict of Interest Act, R.S.O. 1990 (In force and effect on March 1, 2019), Council members must complete this form prior to the Council meeting at which they will be making a declaration of pecuniary interest, direct or indirect. Each member who is declaring a pecuniary interest shall read the statement at the appropriate time during the applicable meeting, then provide this written statement to the Clerk.

Declaration:

I, Judy McDonald member of the Municipal Council for the Town of
(Print Full Name)

Latchford hereby declare a Pecuniary Interest with regards to the following agenda item(s),
Waste Business #2101 on the Sept. 16th Council Agenda
(Agenda Item #/Topic) (Date of Council Meeting)

I am making this declaration because (General Nature of Pecuniary Interest):

I am married to Bruce McDonald

I confirm that I will not vote on the matter, I will not take part in discussion on any question in respect of the matter, and I will not attempt in any way whether before, during or after the meeting to influence the voting on any such question.

Judy McDonald Sept. 10, 2025
Signature Date

Clerk's Acknowledgement:

Received on Sept 9/25 by Judy McDonald
(Date) (Print Name of Member of Council)

[Signature]
Signature of Clerk or Designate

Public Works Report Sept 2025

Well looks like fall is coming fast this year!

Sophie managed to finish all the trail signs. I have finished installing them and they look great. Thank you for allowing her to start early this year, she was an amazing asset to the town this summer. Greg bought a flail mower at the auction and has gone through and cut the trails out. Heidi and I are in the process of going through and cleaning them up and filling in the ruts.

Pat is working on some of the museum boards wish list. The three of us will be catching up on our mandatory water plant training requirements this month.

I have started putting the summer stuff away. The badminton equipment is no longer usable. I'm not sure if it was the suns UV or just lack of respect. All the balls are gone. I replaced everything once this summer. It seems they grew legs and relocated themselves. You guys can discuss if we try again next year or just stop supplying equipment and people can bring their own.

I installed a big screen smart TV in the cardio side of the gym. This will be great for people to work with online exercise programs or just watch the news while exercising.

Joe helped me to paint the parking lot lines in the towns parking lots. I definitely learned a lot! We went with the wider sized spaces to make it easier to park and reduce door contact. I will order a wheelchair parking sign for the doctor's office.

Lake view sights have the new community centre sign done. Hopefully the weather cooperates and I have the sign base stained and the new sign installed in the next few weeks.

Upcoming things this month will be exercising the water valves. Making winter sand, picking up garbage around town, equipment maintenance, Hopefully the Liskeard water boys have a few hours to help me service a few hydrants. I will be following up with Miller on the laneway surface treatment this month also.

That's all
Roger