



Corporation of the Town of Latchford
Regular Meeting of Council
Town of Latchford Municipal Office – Council Chambers
Tuesday December 16th, 2025
6:00 pm

1. Call to Order and Mayoral Comments

Present: Mayor Gadoury-East, Councillors Newell, Cole, Church, McDonald, Olsen (via Zoom), Cartner (via Zoom)

Staff: Malorie Robinson, CAO/Clerk-Treasurer, Roger Clark, Public Works Foreman

Public/Press: Nil

2. Adoption of the Agenda

Resolution No.: 25/169

Moved by: Councillor Newell

Seconded by: Councillor McDonald

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

CARRIED

3. Declaration of Pecuniary Interest/Conflict of Interest

None noted

4. Adoption of the Minutes:

4.1.Regular Council Meeting November 10th, 2025

Resolution No.: 25/170

Moved by: Councillor Church

Seconded by: Councillor Cartner

Be it resolved that the Council of the Corporation of the Town of Latchford hereby approve the minutes of the Regular Meeting of Council held on November 10th, 2025, as circulated and presented.

CARRIED

5. Delegations:

5.1.Nil

6. Reports:

6.1.Public Works Report No. PW-2025-01

Resolution No.: 25/171

Moved by: Councillor McDonald

Seconded by: Councillor Olsen

Be it resolved that, Council receive Staff Report Number PW-2025-01 entitled Public Works Update.

CARRIED

6.2.Communities of the Montreal River Power Corporation

Report No. CAO-2025-02

Resolution No.: 25/172

Moved by: Councillor Newell

Seconded by: Councillor Church

That, Council receive Staff Report No. CAO-2025-02 entitled "Communities of the Montreal River Power Corp." for information purposes.

CARRIED

6.3.CAO Update

Report No.: CAO-2025-03

Resolution No.: 25/173

Moved by: Councillor McDonald

Seconded by: Councillor Cole

Be it resolved that Council receive Staff Report Number CAO-2025-03 entitled CAO Update.

CARRIED

6.4.Delegations of Authority By-Law – Lame Duck Provisions

Report No.: CAO-2025-04

Resolution No.: 25/174

Moved by: Councillor Newell

Seconded by: Councillor Olsen

Be it resolved that the Council of the Corporation of the Town of Latchford direct the Clerk to prepare a draft Lame Duck Delegation By-law in accordance with Section 275 of the Municipal Act, 2001, to delegate certain limited authorities to the CAO/Clerk-Treasurer during any restricted period following Nomination Day for the 2026 Municipal Election;

And that, the draft by-law includes provisions ensuring that any exercise of delegated authority by the CAO during the restricted period be reported to the New Council through an information report, to maintain transparency and accountability.

CARRIED

7. Correspondence:

7.1.Action Items:

7.1.1.Accounts Payable & Payroll Listing For November 7th to December 5th

Resolution No.: 25/175

Moved by: Councillor McDonald

Seconded by: Councillor Church

Be it resolved that the Council of the Corporation of the Town of Latchford approves attached payroll in the amount of \$43,996 and accounts payable in the amount of \$62,506.02.

CARRIED

7.1.2.Motion for Support: Calvin Township Re: Strengthening Self Defence Protections and Addressing Rising Home Invasions in Ontario

Resolution No.: 25/176

Moved by: Councillor Newell

Seconded by: Councillor Cole

Be it resolved that the Council of the Corporation of the Town of Latchford support the Motion of Support from Calvin Township on Strengthening Self Defense Protections and Addressing Rising Home Invasions in Ontario.

And further that, Council directs staff to send a copy of this motion to Prime Minister Carney, Minister of Justice and Attorney General of Canada, Premier Ford, Attorney General of Ontario, the Solicitor General of Ontario, MPP John Vanthof and Calvin Township.

CARRIED

7.1.3.Motion for Financial Support Re: St James Anglican Church

Resolution No.: 25/177

Moved by: Councillor Newell

Seconded by: Councillor Church

Be it resolved that, the Council for the Corporation of the Town of Latchford direct staff to create a donation policy and bring the request back once the policy has been adopted.

CARRIED

7.2.Information Items:

Resolution No.: 25/178

Moved by: Councillor Church

Seconded by: Councillor McDonald

Be it resolved that, the Information Items be noted and filed.

CARRIED

7.2.1.Ministry of Municipal Affairs & Housing

7.2.2.FONOM – Federal Support

7.2.3.TMA General Meeting October 30th, 2025

7.2.4.Northeastern Public Health Board of Health

7.2.5.Correspondence from John Vanthof

7.2.6.FONOM Correspondence

7.2.7.DTSSAB Q3 Report

8. Business Arising

8.1.Potential Lots on Marcotte – No new updates from the ONR

Malorie to contact the ONR and the Planner to gather more information to move this project forward.

8.2.Playground Equipment

Councillor Cole to bring options for playground equipment to purchase.

8.3.Fire Department Training

The department has been signed up for the applicable training that begins in January.

9. New Business

9.1.Emergency Management

9.1.1.Report CAO-2025-05

Resolution No.: 25/179

Moved by: Councillor McDonald

Seconded by: Councillor Olson

Be it resolved that, Council receive Staff Report No. CAO-2025-05 entitled "Emergency Management Program Requirements under the EMCPA and Appointment of an Emergency Information Officer (EIO)";

And that, the Council of the Corporation of the Town of Latchford appoint Shelley Maurice as the Emergency Information Officer;

And that, Council for the Corporation of the Town of Latchford hereby adopt the Town of Latchford Emergency Response Plan at the recommendation of the Municipal Emergency Control Group;

And finally that, Mayor Sharon Gadoury-East, Councillor Shelly Church, Councillor Trudy McDonald, Malorie Robinson, Shelley Maurice, Roger Clark, Rico Guindon, and Perry Livingston be appointed to the Municipal Emergency Control Group for the remainder of the term of Council.

CARRIED

9.2.Regional Transit Plan

Malorie to sign the letter of interest to learn more about the City of Temiskaming Shores Regional Transit Plan. The City will be submitting an application for funding with a list of municipalities that may be interested.

10. By-Laws:

10.1.By-Law 2025-034 Establish and Appoint the 2026-2030 Timiskaming District Joint Compliance Audit Committee

Resolution No.: 25/180

Moved by: Councillor Cole

Seconded by: Councillor Church

Be it resolved that, the By-law No. 2025-034 being a by-law to establish and appoint the 2026-2030 Timiskaming District Joint Compliance Audit Committee be read a first, second and third time and finally passed by the Council of the Corporation of the Town of Latchford.

CARRIED

10.2.By-Law 2025-035 Timiskaming District Joint Compliance Audit Committee Terms of Reference

Resolution No.: 25/181

Moved by: Councillor Newell

Seconded by: Councillor Cartner

Be it resolved that the By-law No. 2025-035 being a by-law to adopt the Timiskaming District Joint Compliance Audit Committee 2026-2030 Terms of Reference, be read a first, second and third time and finally passed by the Council of the Corporation of the Town of Latchford.

CARRIED

11. In-Camera

- 11.1. Personal matters about an identifiable individual, including municipal or local board employees – Fire Department Applications

Resolution No.: 25/182

Moved by: Councillor Church

Seconded by: Councillor McDonald

That Council move into Closed Session at 6:49 p.m. pursuant to Section 239 (2)(b) of the Municipal Act, 2001, as amended, to discuss personal matters about an identifiable individual, including municipal or local board employees.

CARRIED

- 11.2. Adjourn Closed Session

Resolution No.: 25/183

Moved by: Councillor Church

Seconded by: Councillor McDonald

Be it resolved that, Council adjourn Closed Session at 7:20 p.m. pursuant to Section 239 (2)(b) of the Municipal Act, 2001, as amended, to discuss personal matters about an identifiable individual, including municipal or local board employees.

And further that, the Council of the Corporation of the Town of Latchford agree with the recommendations and direct staff to follow up as directed in the closed session to appoint Perry Livingston of Chief of the Latchford Volunteer Fire Department.

CARRIED

12. Adjournment

- 12.1. By-Law 2025-026 Confirming By-Law

Resolution No.: 25/184

Moved by: Councillor Cole

Seconded by: Councillor Newell

Be it resolved that, By-law No. 2025-036 being a by-law to confirm certain proceedings of Council for the Corporation of the Town of Latchford for its Council Meeting held on December 16th, 2025 be read a first, second, third time and finally passed by the Council of the Corporation of the Town of Latchford.

12.2.Motion to Adjourn

Resolution No.: 25/185

Moved by: Councillor Newell

Seconded by: Councillor Olson

Be it resolved that the Council for the Corporation of the Town of Latchford hereby adjourn at 7:23 pm.

Sharon Gadoury-East, Mayor

Malorie Robinson, Clerk