



Corporation of the Town of Latchford
Regular Meeting of Council
Town of Latchford Municipal Office – Council Chambers
Tuesday February 10th, 2026
6:00 pm

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

Staff: Malorie Robinson, CAO/Clerk-Treasurer

1. Call to Order and Mayoral Comments

2. Adoption of the Agenda

Resolution No.: 26/020

Moved by: Councillor Church

Seconded by: Councillor Newell

Be it resolved that the February 10th, 2026 agenda be adopted as circulated.

3. Declaration of Pecuniary Interest/Conflict of Interest

Councillor Cole declared a Conflict of Interest on Item 6 in the Closed Agenda.

4. Adoption of the Minutes

4.1. Regular Council Meeting January 13th, 2026

Resolution No.: 26/021

Moved by: Councillor Cartner

Seconded by: Councillor McDonald

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 January 13th, 2026 as circulated and presented.

5. Delegations

5.1. Sean Sparling – Integrity Commissioner Report

6. Staff Reports

6.1. CAO/Clerk-Treasurer Report No. CAO-2026-01

Resolution No.: 26/022

Moved by: Councillor McDonald

Seconded by: Councillor Cole

That Council receive Staff Report No. CAO-2026-01 entitled “Establishment of Administration & Corporate Services Ad Hoc Committee”

And that Council establish an Administration & Corporate Services Ad Hoc Committee to support the CAO/Clerk-Treasurer in the development, review, and refinement of administrative and corporate policies;

And that the Committee act in an advisory capacity, with final policy approval remaining with Council;

And that Council appoints Councillor McDonald and Councillor Newell to serve on the Committee for the duration of the policy development mandate or their term of Council.

7. Correspondence

7.1. Action Items

7.1.1. Accounts Payable & Payroll Listing for January 7th 2026 – February 2nd, 2026

Resolution No.: 26/023

Moved by: Councillor Newell

Seconded by: Councillor Church

Be it resolved that the Council for the Corporation of the Town of Latchford approve the attached accounts payable in the amount of \$34,593.57 and payroll expenses in the amount of \$39,271.64.

7.1.2. Letter of Support – Municipality North Grenville

Resolution No.: 26/024

Moved by: Councillor Newell

Seconded by: Councillor Olson

Be it resolved that, the Council of the Corporation of the Town of Latchford hereby supports the attached Letter from the Municipality of North Grenville's OPP Board calling on the Province to provide municipalities with the funding mechanisms, legislative support and implement guidance necessary guidance to deploy stop-arm cameras and complementary safety technologies province wide;

And further that Council directs Staff to send a copy of this resolution and letter to Premier Doug Ford, Minister of Transportation Prabmeet Sarkaria, and MPP John Vanthof.

7.2. Information Items

Resolution No.: 26/025

Moved by: Councillor Church

Seconded by: Councillor McDonald

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

7.2.1. FONOM Media Release – Homelessness

7.2.2. FONOM Letter to Prime Minister Carney – Highway 11/17

7.2.3. NEPH November Board Minutes

7.2.4. NEPH January Board Minutes

8. Business Arising

8.1. Marcotte Street Lots Update

8.2. Playground Equipment

Resolution No.: 26/026

Moved by: Councillor Newell

Seconded by: Councillor Church

Be it resolved that, Council receive Councillor Cole's Report No. COUNCIL-2026-01 entitled "Playground Equipment Options – Climber Structures".

And that, Council directs staff to purchase Option A & B.

8.3. Vacation Policy Update

CAO Robinson to bring drafted policy to the Administration and Corporate Services Committee.

9. New Business

9.1. 2025 Paving Project Approval

Resolution No.: 26/027

Moved by: Councillor Cole

Seconded by: Councillor Cartner

Be it resolved that the Council of the Town of Latchford approve the Paving Project not included in the budget in the amount of \$416,118.75 plus HST, with \$200,000 plus HST being payable this fiscal year and the remainder to be equally paid over a 4 year period.

9.2. Waterfront Strategic Plan

Staff Report No. CAO-2026-02 "Waterfront Strategic Plan"

Resolution No.: 26/028

Moved by: Councillor Newell

Seconded by: Councillor Cartner

Be it resolved that Council receive Staff Report No. CAO-2026-02 entitled "Waterfront Strategic Plan"

And further that Council directs staff to draft a Terms of Reference for the Waterfront Strategic Plan Ad Hoc Committee

10. By-Laws

10.1. By-Law 2026-005 Building Fees and Charges

Resolution No.: 26/029

Moved by: Councillor McDonald

Seconded by: Councillor Church

Be it resolved that the By-law No. 2026-005 being a by-law respecting construction, demolition and change of use permits and inspections be read a first, second and third time and finally passed by the Council of the Corporation of the Town of Latchford.

10.2. By-Law 2026-006 Miller Paving Agreement – 2025 Paving Project

Resolution No.: 26/030

Moved by: Councillor Cole

Seconded by: Councillor Newell

Be it resolved that the By-law No. 2026-002 being a by-law to enter into an agreement with Miller Paving Northern for the 2025 Paving Project effective May 21st, 2025, be read a first, second and third time and finally passed by the Council of the Corporation of the Town of Latchford.

10.3. By-Law 2026-007 Transfer Payment Agreement – Pot Hole Prevention and Repair

Resolution No.: 26/031

Moved by: Councillor Cartner

Seconded by: Councillor Newell

Be it resolved that the By-law No. 2026-007 being a by-law to enter into a Transfer Payment Agreement for Pot Hole Prevention and Repair Grant with His Majesty the King in right of Ontario as represented by the Hon. Minister of Transportation, be read a first, second and third time and finally passed by the Council of the Corporation of the Town of Latchford.

11. In-Camera

- 11.1. Personal matters about an identifiable individual, including municipal or local board employees - Deputy Fire Chief & HR Update – Upcoming Staff Vacancies.

Resolution No.: 26/032

Moved by: Councillor McDonald

Seconded by: Councillor Church

Be it resolved that, Council move into closed session at 6:58 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.

- 11.2. Closed Session Adjournment

Resolution No.: 26/033

Moved by: Councillor Newell

Seconded by: Councillor Cole

Be it resolved that, Council adjourn Closed Session at 7:53 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.

12. Adjournment

- 12.1. By-Law 2026-008 Confirming By-Law

Resolution No.: 26/034

Moved by: Councillor McDonald

Seconded by: Councillor Cartner

Be it resolved that By-law No. 2026-008 being a by-law to confirm the certain proceedings of Council for the Corporation of the Town of Latchford for its Council Meeting held on February 10th, 2026 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.: 26/035

Moved by: Councillor McDonald

Seconded by: Councillor Olson

Be it resolved that the Council of the Town of Latchford hereby adjourns its meeting at 7:55 p.m. and to meet again at the Regular Meeting of Council scheduled for March 10th, 2026.

Sharon Gadoury-East, Mayor

Malorie Robinson, Clerk