

**Municipality of Lakeland Ridges**  
Regular Meeting Minutes  
February 10<sup>th</sup>, 2025

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COUNCIL PRESENT: Mayor Leonard Foster  
Deputy Mayor Ross Stairs  
Councillor Perry Bull  
Councillor Linda Porter  
Councillor Patti Budd  
Councillor Randy Stairs  
Councillor Chris Yerxa  
Councillor Gary Grant

STAFF IN ATTENDANCE: Susan Patterson – CAO/Clerk

ABSENT: Lana Sharpe – Treasurer

1. **CALL TO ORDER:** Mayor Foster called the regular meeting to order at 7:00 pm

2. **APPROVAL OF AGENDA:**

**MOTION:** It was moved by Deputy Mayor Stairs and seconded by Councillor Yerxa to approve the February 10<sup>th</sup>, 2025 regular meeting agenda with the following additions. Moose fencing along the highway, AED's and an update on Mayor's meeting with the Minister.

All in favor.

Motion carried #08-2025

3. **DECLARATIONS OF CONFLICT OF INTEREST:**

None

4. **ADOPTION OF MINUTES:**

**MOTION:** It was moved by Councillor Stairs and seconded by Councillor Grant to approve the minutes of the January 10<sup>th</sup>, 2025 budget meeting.

All in favor.

Motion carried #09-2025

**MOTION:** It was moved by Councillor Bull and seconded by Councillor Porter to approve the minutes of the January 27<sup>th</sup>, 2025 committee of the whole meeting.

All in favor.

Motion carried #10-2025

**5. PUBLIC INPUT/INQUIRES/PRESENTATIONS:**

a) Greg Grant – no presentation as Greg was not present.

**6. UNFINISHED BUSINESS/BUSINESS ARISING FROM THE MINUTES:**

a) **Budget update** – Susie informed council that the budget was approved (with set tax rate) and estimated surplus. Council may need to make some adjustments once the actual surplus is known. Councillor Bull prepared a comparison of the tax rates between the budget council had approved and the budget that had to be used for the set tax rates. He requested that council agree to allow him to do a full investigation into what happen and why it happened so council can make sure that it does not happen again.

**MOTION:** It was moved by Councillor Porter and seconded by Councillor Budd to allow Councillor Bull, chair of the Finance Committee, along with other members of the Finance Committee and the HR Committee to conduct an investigation into what happened.

Question to the motion: Councillor Grant asked the purpose of the investigation.

7 Yay votes

1 Nay vote from Councillor Grant

Motion carried #11-2025

b) **Andre Daigle** – reminder of meeting Tuesday, February 11 at 6pm to do final review of code of conduct by-law.

c) **Elections NB** - they have decided not to use the Meductic location for the returning office for the April by-election.

d) **By-Law enforcement officer** – council reviewed the letter of agreement from James Parish to provide by-law enforcement for Dangerous and Unsightly Premises. Council had a few questions and requested a meeting with Mr. Parish before they are ready to make a final decision.

e) **Website Proposal review** – Council agreed to move forward with upgrading the website at a cost of \$3580 (plus tax). They decided to hold off on the quote for video and photography. It was suggested to put a request out to the public to see if residents would like to submit photos, videos or drone footage. Possibly run a contest. Councillor Budd

said she would talk to Ben Cummings and bring any information back to council. Council wants the focus on the website. Only wants facebook used to direct people to website for information. Councillor Porter asked that a meeting be set up with the developer as soon as possible.

**MOTION:** It was moved by Councillor Porter and seconded by Deputy Mayor Stairs to accept the quote from Outreach Productions to upgrade our website at a cost of \$3580 (plus tax).

All in favor.

Motion carried #12-2025

**f) Strategic Plan review** - Council was split on whether to move forward with a strategic plan. They requested meeting with the consultant to get some questions answered first before taking a vote to approve.

**MOTION:** It was moved by Councillor Grant and seconded by Councillor Bull to set up a meeting with the consultant from Porter O'Brien to discuss the Strategic Plan proposal.

6 Yay votes

2 Nay votes by Councillor Budd and Councillor Yerxa

Motion carried #13-2025

**f) Meductic Renovations/radon test** – Radon test will be sent in after the 19<sup>th</sup>. Susie inquired about a Building Permit for the renovations. Was told due to codes an engineered or architect plan would be required. Councillor Stairs said he would contact the building inspector.

## **7. CORRESPONDENCE:**

a) Request from resident to use CCC for walking/exercise. Council had concerns regarding the extra cleaning. Liability is also a concern and council would like clarification on our insurance coverage before agreeing. Ask if a waiver can be signed.

b) request to adjust winter hours at NL garbage site – complaints of Sunday late hours being too dark during winter months.

**MOTION:** It was moved by Deputy Mayor Stairs and seconded by Councillor Grant to change Sunday's hours to 11am – 5pm beginning Nov. 1 thru Mar. 31 and resume regular hours of 1pm – 7pm from Apr. 1 thru Oct. 31 each year.

Question to the motion: Councillor Bull felt the gate keeper should be consulted to make sure he is ok with changing the hours. Also suggested a sign be posted to inform the residents of the change.

All in favor.

Motion carried #14-2025

c) property complaint in NL – Mayor Foster said the province is involved but with the snow it is hard to do a proper inspection.

d) letter from resident regarding EMO concerns – Mayor Foster asked Councillor Stairs if he had a draft policy prepared and if he could share it with Council. Councillor Stairs said it should be ready in a month or two. Mayor Foster also said that the WVRSC has a committee that is working on EMO as well.

#### **8. MAYOR'S REPORT:**

No report given.

#### **9. COUNCIL MEMBER REPORTS:**

Councillor Budd said the TIA committee met with CFD chief and deputy chief. Talked about needs verses wants. The committee will continue to collect information and come up with a recommendation for council. Constructing a bathroom at the Canterbury Park was also discussed. Committee will work on that. Two street light requests are currently being reviewed.

#### **10. CAO'S REPORT:**

Questions on the report regarding CAO taking vacation February 17-21. A few councillors questioned why they were not made aware before now. Mayor Foster said he knew.

#### **11. TREASURER'S REPORT:**

No report

#### **12. NEW BUSINESS:**

**a) Motion to appoint Councillor Grant to TIA committee** – It was moved by Councillor Budd and seconded by Councillor Yerxa to appointed Councillor Grant to the Transportation, Infrastructure and Assets committee.

All in favor.

Motion carried #15-2025

**b) Heat Pump repairs in Meductic** – Councillor Yerxa contacted Jayco Technologies to look at the heat pump and provide quote. Due to cold weather, Mayor Foster authorized ordering the parts (required payment up front). Councillor Yerxa said if it is covered by warranty, Jayco Technologies will look after sending that into The Heating and Plumping company who installed them.

**c) Lights for CFD** – Council said it fell within procurement and CAO could authorize without bringing to council.

d) **Unsightly Premises by-law** – postpone review until a decision is made on by-law enforcement officer.

e) **Emergency response fee policy** – Council agreed that \$450 per hour be the rate for fire trucks and \$30 per hour for each fire fighter. Susie will draft the policy using these rates and council will review at the next COW meeting.

f) **Fencing on the Highway** – it was determined that that would be responsibility of DTI.

g) **Update on Mayor's meeting with the Minister** – Mayor Foster said the Black Hawk Helicopters flying in the area are part of the tightening at the borders. Citizens are encouraged to call 911 if they see or witness illegal activity or illegal immigrants.

h) **AED's** – Mayor Foster would like to get a list of how many AED's or in are entity and where they are located. Councillor Budd wants an entire list of assets and feels it is important to get that completed.

i) **Temporary Position:** Mayor Foster said the HR Committee conducted interviews with four applicants. The committee is recommending hiring Duane MacMillan and having Sandra Olmstead as a backup.

**MOTION:** It was moved by Councillor Porter and seconded by Councillor Yerxa to hire Duane MacMillan as soon as possible.

Question to the motion: Councillor Grant asked that a criminal record check be done. The majority of council did not feel that was necessary.

7 Yay votes

1 Nay vote by Councillor Grant

Motion carried #16-2025

**13. UPCOMING ACTIVITIES/EVENTS:**

An updated list of events for each ward has been posted on the website.

**14. CLOSED SESSION:**

68(1)(j) – Mayor Foster postponed the closed session due to the time.

**15. DATE & TIME OF NEXT MEETING:**

Committee of the Whole meeting on Monday, February 24<sup>th</sup> at 7pm.

**16. ADJOURNMENT – 9:06pm**

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Mayor

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CAO/Clerk