

Municipality of Lakeland Ridges
Regular Meeting Minutes
March 10th, 2025

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

STAFF IN ATTENDANCE: Susan Patterson – CAO/Clerk

ABSENT: Councillor Patti Budd
Lana Sharpe – Treasurer

1. **CALL TO ORDER:** Mayor Foster called the regular meeting to order at 7:01 pm

2. **APPROVAL OF AGENDA:**

MOTION: It was moved by Deputy Mayor Stairs and seconded by Councillor Stairs to approve the March 10th, 2025 regular meeting agenda.

All in favor.

Motion carried #19-2025

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

None

4. **ADOPTION OF MINUTES:**

MOTION: It was moved by Deputy Mayor Stairs and seconded by Councillor Porter to approve the minutes of the February 24th, 2025 committee of the whole meeting.

All in favor.

Motion carried #20-2025

MOTION: It was moved by Councillor Grant and seconded by Councillor Yerxa to approve the minutes of the February 28th, 2025 special meeting.

All in favor.

Motion carried #21-2025

5. PUBLIC INPUT/INQUIRES/PRESENTATIONS:

- a) James Gallant – was not present
- b) Christina Grant – addressed council regarding their decision not to offer FunPark this summer.
- c) Greg Grant – sent his regrets that he could not attend

6. UNFINISHED BUSINESS/BUSINESS ARISING FROM THE MINUTES:

- a) Decision on Ritchie Road Street light** - it was confirmed that the request met the requirements of the Street Light Policy.

MOTION: It was moved by Councillor Yerxa and seconded by Deputy Mayor Stairs to install a Street Light at the intersection of Ritchie Road and Rte 165.

All in favor.

Motion carried #22-2025

- b) Decision on paying for the Street Lights at Skiff Lake along Rte. 122** – it was confirmed that the request met the requirements of the Street Light Policy.

MOTION: It was moved by Councillor Yerxa and seconded by Councillor Grant to take over the payments for the two street lights along Rte. 122 in Skiff Lake.

All in favor.

Motion carried #23-2025

- c) Decision on supervision bill** – ELG did not reduce the bill and requested that payment be made before March 31, 2025.

MOTION: It was moved by Councillor Grant and seconded by Councillor Stairs to pay the supervision bill.

All in favor.

Motion carried #24-2025

- d) Decision on Transition Funding** – Susie asked what items council would like to use the money on. The new locks at the community centres and the website both qualify. Councillor Porter stated that she would like it noted that more funds than just the \$20,000 could have been accessed if the request would have been made earlier. Susie stated that an email was sent in 2023 to Alex Berry (ELG) regarding the funds.

- e) Decision on By-Law Enforcement Officer** – Council agreed to hire James Parish for Dangerous and Unsightly Premises as well as Animal Control. The SPCA requires 30 days notice to end their contract.

MOTION: It was moved by Councillor Stairs and seconded by Councillor Grant to hire James Parish as By-Law Enforcement Officer for Dangerous and Unsightly Premises beginning April 1, 2025 and as Animal Control Officer beginning May 1, 2025 while giving the SPCA thirty days notice to end the contract.

All in favor.

Motion carried #25-2025

f) Decision on Strategic Plan – Council discussed hiring Porter O’Brien to develop our Strategic Plan.

MOTION: It was moved by Councillor Grant and seconded by Deputy Mayor Stairs to to hire Porter O’Brien to develop our Strategic Plan providing that ELG is covering the cost.

Question to the motion: Councillor Stairs asked what we were getting for the value? Councillor Grant said it was to keep us on track and help us work towards goals. Mayor Foster said it would help us prioritize. Deputy Mayor Stairs said it was help us identify what should be done in year one right up to year 5 and gives staff a road map. Councillor Porter stated that Councillor Budd sent the consultant some work that she had already done on the plan but didn’t even receive a response.

5 Yay votes

1 Nay vote by Councillor Porter

Motion carried #26-2025

g) Decision on Voyent Alert – Councillor Stairs stated that his committee would review it when working on an EMO plan.

h) Review quote for Speed Sign – After a lengthy discussion following motion was put on the floor:

MOTION: It was moved by Councillor Grant to purchase the speed sign and two trail cameras (not exceeding \$500). Then amended the motion to purchase the speed sign only. Seconded by Deputy Mayor Stairs.

Question: Councillor Stairs asked about how sturdy it was against vandalism. Other councillors expressed concerns of vandalism and asked about the possibility of mesh guard for added protection.

Mayor Foster said we would table the decision until council received more information.

All were in favor of tabling the motion.

i) Finalize Policy for Emergency Response Fee – draft policy was reviewed.

MOTION: It was moved by Councillor Stairs and seconded by Councillor Grant to approve Policy P-003 an Emergency Response Fee Policy.

All in favor.

Motion carried #27-2025

j) First reading of the Code of Conduct By-Law – The first reading was done by title only. The by-law will be posted on our website for community review.

k) Select projects for CCBF 5 year plan – After a long discussion council agreed to these five projects. Fire Department Station expansions, Street repairs, renovations to WI Hall in Debec for EMO shelter, maintenance to parks and construction of an outdoor shelter similar to the one in North Lake.

l) Audit – 2023 audit is complete. The surplus is \$253,816.

PREVIOUS MOTION: *It was moved by Councillor Stairs and seconded by Councillor Grant to move the 2023 surplus of \$177,960.00 to Capital Reserve based on the current figures. This number is subject to change based on the actual number that our accountant will give us that may differ.*

All in favour.

Motion carried #0-2025

Based on this motion, \$253,816 will be transferred to Capital Reserve using the number from the finalized audit.

7. CORRESPONDENCE:

a) Resignation letter from Councillor Bull – read by Mayor Foster.

b) request for use of the Canterbury Committee Centre for a free tax clinic – All agreed as long as it was advertised that it was for everyone in Lakeland Ridges.

c) request for hats from NLFD – Susie questioned if council would like Lakeland Ridges included on Fire Dept. hats. It was suggested that the Fire Chiefs could be asked for their thoughts at the next public safety committee meeting.

8. MAYOR'S REPORT:

Shared information on housing strategies. Council questioned how SNB is coming up with rates. It was suggested that someone from SNB give a presentation to answer some questions.

9. COUNCIL MEMBER REPORTS:

Solid Waste – Deputy Mayor Stairs shared the progress his committee has made with developing new garbage contracts. The public meeting went over well and residents who do not receive curbside pickup seemed to be in support of developing the site located in the Skiff Lake area.

Transportation, Assets and Infrastructure – Councillor Yerxa said he met with two contractors to go over the renovations required at the Meductic Community Centre for the new municipal offices.

Tourism – Councillor Porter said her meeting had to be rescheduled due to the storm.

10. CAO'S REPORT:

Questions on the report regarding the upcoming training day/meeting schedule. Councillor Yerxa asked if that meant I would out of the office those days. I confirmed yes, but Duane would be working in the office those days.

11. TREASURER'S REPORT:

No report

12. NEW BUSINESS:

a) **Job Posting for Over-All Fire Chief position** – It was moved by Councillor Stairs and seconded by Deputy Mayor Stairs to advertise the position for over-all chief as per the previously written job description and posting.

Question to the motion: Councillor Grant did not agree with posting the position and felt that council should not be involved. He suggested allowing the four Fire Departments to get together and discuss what they want. Councillor Stairs said the HR committee would bring in outside people to conduct interviews.

5 Yay votes

1 Nay vote by Councillor Grant

Motion carried #15-2025

13. UPCOMING ACTIVITIES/EVENTS:

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

14. CLOSED SESSION:

Mayor Foster dismissed the public in attendance so council could move into a closed session to discuss HR issues. Mayor Foster then asked CAO/Clerk to leave the meeting. CAO/Clerk left the building at 8:45pm.

15. DATE & TIME OF NEXT MEETING:

Committee of the Whole meeting on Monday, March 24th at 7pm.

16. ADJOURNMENT – unknown as CAO/Clerk was not present.

Mayor

CAO/Clerk