

Municipality of Lakeland Ridges
Regular Meeting Minutes
December 8th, 2025

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

ABSENT:

STAFF IN ATTENDANCE: Susan Patterson – CAO/Clerk
Lana Sharpe – Treasurer/Assistant Clerk

1. **CALL TO ORDER:** Mayor Foster called the regular meeting to order at 7:04 pm.
Councillor Porter and Councillor Budd arrived at 7:06pm.

2. **APPROVAL OF AGENDA:**

MOTION: It was moved by Councillor Grant and seconded by Councillor Stairs to approve the December 8th, 2025 regular meeting agenda.

All in favor.

Motion carried #115-2025

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

Councillor Stairs questioned if he would be in a conflict for the septic but Mayor Foster said he was already awarded the job.

4. **ADOPTION OF MINUTES:**

November 10th regular meeting minutes:

Councillor Stairs questioned 6. G) regarding the procurement policy changes. Susie stated that this was an item on the agenda so the proper wording could be adjusted then.

MOTION: It was moved by Councillor Glanville seconded by Deputy Mayor Stairs to approve the minutes of the November 10th, 2025 regular meeting.

All in favor.

Motion carried #116-2025

December 3rd special budget meeting:

MOTION: It was moved by Councillor Grant and seconded by Councillor Glanville to approve the minutes of the December 3rd special budget meeting.

All in favor.

Motion carried #117-2025

5. PUBLIC INPUT/INQUIRIES/PRESENTATIONS:

None

6. UNFINISHED BUSINESS:

a) Budget – Lana provided a revised budget summary. She explained that no changes were made to the budget expenses since the December 3rd meeting. However, she did change how the Fiscal Capacity (Equalization) Funding was shared after Councillor Budd expressed concerns with the tax increase to the Debec “outside” rates due to combining the Debec subunits. These changes resulted in Canterbury, Meductic & North Lake seeing no change to tax rates. Debec “inside” went down 2 cents and Debec “outside” went up 6 cents. Canterbury LSD went up 2 cents, Woodstock LSD went up 5 cents and Benton went down 30 cents. The large decrease for Benton is due to merging that subunit with the LSD’s of Canterbury & Woodstock.

MOTION: It was moved by Councillor Glanville and seconded by Councillor Stairs to accept the 2026 Budget as presented.

All in favor.

Motion carried #118-2025

b) RSC response – Councillor Stairs had asked for a written response from the RSC explaining the authority the commission has to advocate for a contractor. The response from CEO Katelyn McGrath was read.

c) First Eel River Lake/Tamarack Lane – Susie informed council that she had received a phone from Ron Flewelling, who stated that he owned Tamarack Lane. He was not willing or interested in removing the barricade between Mill Road & Tamarack Lane. With the barricade in place there is no room for a garbage truck to turn at the end of Mill Road.

d) Procurement Policy Amendments – Proposed changes to 5. A) & 5. B) were not approved. Changes to 5. C) & 5. D) were approved.

MOTION: It was moved by Councillor Stairs and seconded by Councillor Grant to amend the Procurement Policy to increase the amount in 5. C) from \$2,500 to \$5,000 and the amount in 5. D) from \$500 to \$1,000.

All in favor.

Motion carried #119-2025

e) Approval of Fire Dept. expenses – After the changes made to the procurement policy, the only invoice that required council approval was the high-powered pump for North Lake Fire Dept.

MOTION: It was moved by Councillor Grant and seconded by Councillor Glanville to approve the purchase of a high-powered pump from Safety Source in the amount of \$10,000 (Plus tax) for the North Lake Fire Department.

All in favor.

Motion carried #120-2025

f) Update on permit for Meductic septic – Susie informed council that the Engineer Dean Brown has obtained the permit but is recommending that the septic not be installed until the spring of 2026 because of the weather. Council was concerned about the cost of materials increasing in the new year. Councillor Stairs, who is the contractor awarded the job, said his cost would not increase.

MOTION: It was moved by Councillor Glanville and seconded by Councillor Yerxa to purchase the materials and supplies now to avoid cost increases in the new year.

Council Stairs abstained from the vote.

Yays – 7

Motion carried #121-2025

g) Meductic Garage Floor – Susie let council know that Rhonda Alward said the ceiling is still leaking into the rec's storage room. The leak has caused damaged to the lighting fixtures. Susie also explained that she spoke with Derrick Horseman about the sample product that he had given Councillor Stairs to try on the floor. Derrick said this product is not meant for floors, especially wooden floors, and it is not meant to be driven on. He said it would be a bandaid fix that may last a couple of months but not a long-term solution. He suggested looking into pouring a concrete floor.

After much discussion, council asked that an engineer be brought in to confirm if the floor/ceiling was strong enough to hold the weight of concrete. For now, Councillor Yerxa said they would move the trucks around and park the two least used vehicles on that side. Council also agreed to have an electrician come in to repair the lights.

h) Strategic plan – Susie explained to council that she spoke with Joni and was told that no responses came in for the Business Engagement. Council would like for Joni to try to do an online questionnaire.

7. CORRESPONDENCE:

a) Complaint regarding Hogweed – A local resident complained of hogweed along the river bank in the Meductic area. She asked if council could have it removed. Councillor Glanville said it should be reported to New Brunswick Invasive Species.

b) RCMP report – the report was emailed to council. Council suggested that a request be put into the department for their Traffic Control Person to patrol our area more frequently in 2026.

8. QUESTIONS REGARDING MAYOR’S REPORT

No report provided.

9. QUESTIONS REGARDING COUNCIL MEMBER REPORTS

No reports provided.

10. QUESTIONS REGARDING CAO’S REPORT

Report was provided. No questions.

11. QUESTIONS TO THE TREASURERS REPORT

No financial report provided.

12. NEW BUSINESS

a) Review proposed draft Fire Prevention By-Law – Council was not ready to make a motion on this by-law. Chief Foster suggested submitting any questions and concerns to him and he would take them to the Public Safety Committee for review. Councillor Grant stated he was not impressed with DNR. Mayor Foster asked him to draft a letter and share it with council for their input.

b) Fire Service Policy – After some discussion, Chief Foster asked council to approve the policy as written.

MOTION: It was moved by Councillor Stairs and seconded by Councillor Grant to adopt the current Fire Service Policy as written with the intent to improve the Social Media aspect.

All in favor.

Motion carried #122-2025

c) Questionnaire for emergency response – Councillor Glanville expressed her concerns with the process used to collect the information and how that information is being protected. She would like to see a by-law or policy adopted on how to collect and handle personal information securely to insure privacy. Chief Foster explained that they are only collecting information on

health-related issues so the fire departments are aware during emergencies. Eg: mobility issues, oxygen, etc.

d) Amendment to the Code of Conduct By-Law – A notice was sent out to municipalities from ELG & Municipal Commission to let councils know that Code of Conduct complaints must be done in regular sessions and not in closed session. Our code of conduct by-law will need to be amended to make that change.

e) E6 – Mayor Foster asked council about hiring E6 to come in and help work on Governance and staff roles and responsibilities.

MOTION: It was moved by Deputy Mayor Stairs and seconded by Councillor Glanville to accept the proposal from E6 in the amount of \$7,500.

Question: Councillor Yerxa asked Susie and Lana how they felt?

Answer: Susie said she could not really answer because neither her or Lana have seen the proposal. Lana said she was concerned with the possibility of roles being changed. Lana also asked what came out of the first study that was done by E6 that cost \$9000.

Answer: Mayor Foster said it was a council decision and asked for the vote.

3 Yay votes

5 Nay votes (Councillor's Yerxa, Stairs, Budd, Porter, Grant)

Motion denied.

f) Feasibility Study – Council was not ready to make a decision. Mayor Foster asked for a meeting to be set up with the Fredericton Company (Municipal Management Advisors) so council could ask some questions. He also suggested getting a quote from TSI who are currently working with the WVRSC.

g) By-Law Enforcement Issues – Council agreed that they were not satisfied with Parish Consulting. Mayor Foster asked Susie to draft a dismissal letter to break the contract for council to review. Mayor Foster also asked Susie to contact the SPCA for a quote for Animal Control. The WVRSC were asked if they would be hiring a By-Law Enforcement Officer to cover our region. They are looking into it for future years but funds were not budgeted for 2026.

h) Allocation of MVA's and DNR funds – There was discussion on paying ff's at their current hourly rate. Lana stated that those rates were all different. There was discussion on how the funds collected for equipment should be handled but no decision was made. The Public Safety Committee will need to review and make a recommendation.

i) Christmas Office Hours – Council agreed the office could be closed from December 24/25 until January 5/26 as long as staff used OT hours or vacation days. The office must be open on the 22nd & 23rd of December as long as one staff member works each of those days.

j) Group Health Benefits – These plans still need to be reviewed. Will need to discuss in January 2026.

13. UPCOMING EVENTS

14. CLOSED SESSION

14. ADJOURNMENT at 9:28pm.

Next Regular meeting will be held on January 12, 2026

Mayor

CAO/Clerk