

Municipality of Lakeland Ridges
Regular Meeting Minutes
January 12th, 2026

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

ATTENDED VIA ZOOM: Councillor Patti Budd

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 7:01 pm.

2. **APPROVAL OF AGENDA:**

MOTION: It was moved by Councillor Porter and seconded by Deputy Mayor Stairs to approve the January 12th, 2026, regular meeting agenda with one additional request from Councillor Stairs regarding asset management.

All in favor.

Motion carried #001-2026

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

None

4. **ADOPTION OF MINUTES:**

MOTION: It was moved by Councillor Yerxa and seconded by Councillor Glanville to approve the December 8, 2025, regular meeting minutes.

Question to the motion: Councillor Porter asked if there was an update to 6. h) strategic plan.
Answer (Susie): No update has been received.

All in favor.

Motion carried #002-2026

5. PUBLIC INPUT/INQUIRIES/PRESENTATIONS:

None

6. UNFINISHED BUSINESS:

a) SPCA– Susie informed council that the SPCA is willing to take on animal control services for Lakeland Ridges. The cost would be \$9,162 for the year. Councillor Budd questioned the cost. Councillor Yerxa felt it was a reasonable rate compared to the cost that the two former villages and LSD’s used to pay. Councillor Stairs felt it needed to cover more than just dogs. The proposed contract was not available before the meeting. Once received, Susie will confirm with SPCA on what types of calls the contract would cover and bring that information back to council.

b) Animal Control By-Law – SPCA require a municipal by-law as part of the agreement. A draft by-law was distributed for council to review. Susie asked that any feedback be given before the next meeting so changes could be made and the by-law could be ready for the first and second reading in February.

c) Fire Service Study – Council was in agreement that there needs to be a more in-depth study done. Mayor Foster stated that the advisors said they could offer that at an additional cost. Councillor Grant and Councillor Yerxa thought it was important to get feedback from the Fire Chiefs and the committees. Councillor Stairs will set up a Public Safety Committee meeting in the next few weeks to gather fact finding information. Deputy Mayor Stairs stated that a timeline should be put on when the committee’s recommendation will be brought back to council so a decision can be made.

d) Meductic Garage Floor – Susie let council know that Beaver Construction installs a product called Dura Deck. This product can be used on wood floors. The contractor is currently on a medical leave until the middle to end of January. Susie will share more information when it becomes available. Councillor Stairs said he is familiar with that product and did not feel like it was as good of a product as the one he had suggested previously.

e) Capital Renewal Plan – Due to time restraints, a zoom call was held for council to discuss what projects to include in the plan. The plan can be changed at any time should another project require the funds. It was suggested to use the funding for a Feasibility Study and Street Repairs. When ELG confirms the plan meets requirements, it will need a motion from council at the February meeting. Councillor Stairs stated that if a zoom meeting is called with short notice that councillors need to be contacted directly and not just be email.

f) Code of Conduct By-Law Amendment – In order to comply with the regulation set by the Local Governance Act, the municipality must amend item 9 under the “Initial Review” section of our Code of Conduct By-Law 2.2 to address the matter in a regular meeting and not in a closed meeting. The first and second reading was done by summary. The summary and amendment will be posted on the website for public review. The third and final reading, by summary, will be done at the February meeting.

g) Voyent Alert – The next WVRSC Public Safety Committee meeting will be on January 29th where the Voyent roll out will be discussed. Voyent will be promoted in the River Valley Sun

and on local radio stations. We will need to promote the program to residents and support getting people signed up.

h) Radon Testing – A second round of radon testing will be done. The test kits will be available at the office. Mayor Foster said that he was willing to take some to North Lake so residents in that area have easier access. The new dates will be posted on the website and facebook page.

i) WorkSafe NB order lifted – With the completion of the Asbestos Management Plan, we are now in compliance and the order has been lifted.

7. CORRESPONDENCE:

None

8. QUESTIONS REGARDING MAYOR'S REPORT

No report provided. Mayor Foster did inform council that he will be attending a meeting that the WVRSC is hosting this week with the Premier, Minister of Health, Horizon Health President Margaret Melanson, all the Western Valley Mayors and several Doctors.

9. QUESTIONS REGARDING COUNCIL MEMBER REPORTS

Councillor Porter addressed council on behalf of the Tourism and Recreation Committee requesting that committee member Julia Grant be given permission and access to the website to help promote the committees work. Councillor Glanville questioned privacy, technical training and priorities surrounding the website. Councillor Glanville offered to work with Susie to make improvements to the site. Councillor Porter asked when they could expect the website would be updated.

10. QUESTIONS REGARDING CAO'S REPORT

Report was provided. No questions.

11. QUESTIONS TO THE TREASURERS REPORT

a) CFD stipends – A shortfall in this year's stipend payout amounted to \$3,063.32. Fire Chief Furrow used his personal stipend to ensure that his men got paid. He requested that any 2025 surplus from his budget be used to repay this expense. He also requested that any DNR and MVA funds be released to his department. Councillor Yerxa said that Meductic also had a shortfall and was paid out about half of their normal rate. Deputy Mayor Stairs will get together with the Chiefs and discuss shortfalls and how that should be handled. Lana will confirm any surpluses.

b) 2025 MVA & DNR funds – It was agreed that any costs to replace lost or broken equipment, while responding to a call, would be reimbursed to that departments budget to offset the replacement costs (once the claim funds are received). Councillor Stairs said his committee would meet to discuss how the other funds would be used.

c) 2024 Audit – Lana explained that the 2024 audit is almost complete. Matthew Derrah just returned from vacation and needs to do the final review before he approves it. Once he has approved it, he will arrange to present it to council. We are aiming for the February meeting.

d) Sage updates – Lana said once the audit is completed that she will work with Terri-Lynn to redo the accounts and set them up differently so the information is easier to access and the reports will be easier to run. She will also update the changes to subunits. Mayor Foster asked about the possibility of reducing the number of subunits for 2027.

12. NEW BUSINESS

a) NLFD expansion – Engineer Rob Gray met with Chief Weston and provided two options. Option #1 being 20' x 32' and option #2 being 32' x 40'. Chief Weston recommended the smaller of the two options as he felt it filled the need. Councillor Stairs questioned whether the doors could be installed along the width (side) of the building which would allow the bays to be side by side as opposed to parking end to end? Council would like more information before making a motion.

b) Meductic Building Bathroom Renovation – Mayor Foster explained that he had Chris Farrell, a contractor, review the downstairs bathroom for renovations. Chris drafted a proposed layout. The renovations will also require an abatement, jack hammering, plumbing and electrical. Susie will get quotes on the abatement before any decisions are made.

c) Asset Management Course – Susie requested council's approval to enroll in the Asset Management Planning course to achieve Professional Certification. This is an online course and takes 50-60hrs to complete over 10 weeks. (April 6 – May 27) There are 8 modules that include concepts, risk management, lifecycle costs, levels of services, credibility of model results, long-term financial planning and climate adaptation. The course provides hands on experience using our own data to draft an Asset Management plan that can be used moving forward. The cost is \$3,100. Council would like more information before making a decision.

MOTION: It was moved by Councillor Grant and seconded by Councillor Stairs to have a special zoom meeting on Monday, January 19 at 7:00pm to decide whether to approve paying \$3,100 for Susie to enroll in the Asset Management Planning Course.

All in favor.

Motion carried #003-2026

****Addition to agenda**** Councillor Stairs said that council has been asking for a list of assets for a couple of years and one still has not been provided. Councillor Porter agreed and spoke of the training session that took place during the council onboarding in 2023. Susie stated that she did provide a list of assets to council that included buildings, etc (not a complete list on contents) and that a list of all four fire departments equipment was collected by Councillor Stairs' committee back in 2023 as well. Susie stated that the asset list was emailed to council on more than one occasion. Mayor Foster confirmed that he had received it. Susie also reminded council that a request to take the Asset Management Planning course last year was denied.

d) UMNb request – UMNb are asking councils for feedback on what types of sessions and training you think would benefit new mayors and council members after the 2026 municipal election. Responses can be sent to dan.murphy@umnbc.ca before January 31, 2026.

e) May 2026 Election – A copy of the Election Schedule was shared with council. Copies are available at the Municipal Office for anyone interested or it can be found on Election NB’s website. The official Election Day will be held on Monday, May 11, 2026.

f) URVH letter of support – A copy of the Media Statement release by Western NB Service Commission was shared. Council requested that it also be posted on our website. There was a brief discussion around a meeting request with the Minister of Health to reopen the after-hours clinic. Mayor Foster explained that he (and Susie) just met with the Minister in December and was told there is no funding for that type of clinic and that the government is pushing collaborative clinics. Council did agree that a letter of support for the URVH should be sent to all government officials as well as to the CEO of Horizon Health.

Not on the agenda – Councillor Yerxa asked if a meeting could be set up with the CAO, Mayor, Deputy Mayor, MLA, MP, Minister of Transportation and Minister of Public Safety regarding the Firefighters safety when responding to highway MVA’s. He explained that motorists are not respecting the “flashing lights” and are not reducing speeds when driving through an accident scene. The RCMP are not doing their due diligence and addressing the problem.

13. UPCOMING EVENTS

14. CLOSED SESSION

14. ADJOURNMENT at 9:02pm.

Special meeting of council will be held via zoom on Monday, January 19th at 7:00pm.
Next Regular meeting will be held on Monday, February 9th, 2026.

Mayor

CAO/Clerk