



Corporation of the Town of Latchford
Regular Meeting of Council
Town of Latchford Municipal Office – Council Chambers
Tuesday August 18th, 2026
6:00 pm

Present: Mayor Gadoury-East, Councillors Newell, Cartner, Olson, Church, Cole and McDonald
Staff: Malorie Robinson, CAO/Clerk-Treasurer, Roger Clark, Public Works Foreman, Rico Guindon, ORO

1. Call to Order and Mayoral Comments

2. Adoption of the Agenda

2.1. Resolution No.: 26/140

Moved by: Councillor McDonald

Seconded by: Councillor Cartner

Be it resolved that the August 18th, 2026 agenda be adopted as circulated.

CARRIED

3. Declaration of Pecuniary Interest/Conflict of Interest

None Noted

4. Adoption of the Minutes

4.1. Regular Council Meeting July 14th, 2026

Resolution No.: 26/141

Moved by: Councillor Church

Seconded by: Councillor Olson

Be it resolved that the Council of the Town of Latchford hereby approve the minutes of the Regular Meeting of Council held on July 14th, 2026 as circulated and presented.

CARRIED

5. Delegations

5.1. Debby Burrows – Official Plan

Ms. Burrows expressed her concerns over the Official Plan and Zoning By-Law Project.

Council thanked Ms. Burrows for her time and her point of view.

5.2. Steve Acland – Kemp Elliot & Blair

2025 Financial Statements Presentation

Resolution No.: 26/142

Moved by: Councillor Cole

Seconded by: Councillor McDonald

Be it resolved that the Council of the Town of Latchford accept the 2025 financial statements as presented.

CARRIED

6. Staff Reports

6.1. Public Works Staff Report No. PW-2026-07

Resolution No.: 26/143

Moved by: Councillor Newell

Seconded by: Councillor Cartner

Be it resolved that Council receive Staff Report No. PW-2026-07 entitled “July 2026/August 2026 Work Plan” for information purposes.

CARRIED

6.2. CAO/Clerk-Treasurer Report No. CAO-2026-012

Resolution No.: 26/144

Moved by: Councillor McDonald

Seconded by: Councillor Church

Be it resolved that Council receive report number CAO-2026-12 titled “RFP 2026-03 – Consulting Services for New Official Plan and Comprehensive Zoning By-law”

And that, Council accepts the proposal submitted by Fotenn Planning & Design in the amount of \$55,360 plus applicable HST;

And that, Council authorize the transfer of \$55,360 plus applicable HST to be transferred from the Modernization Reserve;

And further that the CAO/Clerk-Treasurer be authorized to finalize and execute the consulting services agreement and any other documents necessary to proceed with the project.

CARRIED

7. Correspondence

7.1. Action Items

7.1.1. Accounts Payable & Payroll Listing for July 8th, 2026 – August 12th, 2026

Resolution No.: 26/145

Moved by: Councillor Newell

Seconded by: Councillor Olson

Be it resolved that the Council for the Corporation of the Town of Latchford approve the attached accounts payable in the amount of \$106,688.99 and payroll expenses in the amount of \$36,300.67.

CARRIED

7.1.2. NOHFC Funding File No. 74006224 - Municipal Administration & Strategic Projects Intern

Resolution No.: 26/146

Moved by: Councillor McDonald

Seconded by: Councillor Cartner

Be it resolved that, Council receives correspondence from the Northern Ontario Heritage Fund Corporation (NOHFC) dated July 17, 2026, regarding File No.

74006224 – Municipal Administration & Strategic Projects Intern, for information;

And that, Council approves proceeding with the recruitment and hiring of a Municipal Administration & Strategic Projects Intern at a rate of \$20.00 per hour, subject to final approval of funding from NOHFC;

And further that, Council acknowledges that \$35,000 of the employment costs are anticipated to be funded through the Northern Ontario Heritage Fund Corporation;

And finally that, the CAO/Clerk-Treasurer be authorized to undertake the recruitment and selection process and execute any necessary documentation related to the internship and NOHFC funding.

CARRIED

7.1.3. Resolution for Support – Clearview Township

Resolution No.: 26/147

Moved by: Councillor Church

Seconded by: Councillor Newell

Be it resolved that the Council of the Town of Latchford approve Clearview Townships' request for support on Traffic Calming and Speeding Mitigation Techniques;

And further that a copy of this resolution be sent to the appropriate Ministers, Agencies and Clearview Township.

CARRIED

7.1.4. Purchase of PLAN M57NB S PT LOT 58 PCL 12157SST – K.Livingston

Resolution No.: 26/148

Moved by: Councillor McDonald

Seconded by: Councillor Church

Be it resolved that, Council receives the correspondence dated August 6, 2026, from Krystal Livingston regarding the request to purchase vacant municipal land adjacent to 53 Hillview Street, legally described as PLAN M57NB S PT LOT 58 PCL 12157SST, for information;

And that, Council hereby declares the municipally owned lands legally described as PLAN M57NB S PT LOT 58 PCL 12157SST surplus to the needs of the Corporation of the Town of Latchford;

And that, subject to confirmation by staff that the subject lands do not have direct access and/or are of insufficient size to permit construction of a building in conformity with the applicable Zoning By-law or Building Code, Council acknowledges that the proposed disposal to the owner of the abutting property at 53 Hillview Street qualifies for the exemption provided under Section (e) of the Exemptions contained in Sale of Land Policy CORP-007;

And that, staff be directed to obtain an appropriate opinion of value or appraisal, as applicable, and undertake the necessary steps to facilitate the proposed sale;

And that, the proposed sale be conditional upon the subject lands being merged with the abutting property at 53 Hillview Street, where required or recommended by the Municipality;

And that, all costs associated with the proposed transaction, including but not limited to appraisal or valuation, survey, severance, legal, registration and other applicable costs, be borne by the purchaser;

And finally that, the final purchase price and terms and conditions of the proposed sale be brought back to Council for approval prior to the execution and completion of the transaction.

CARRIED

7.1.5. North Rib Lake Cottagers Association

Resolution No.: 26/157

Moved by: Councillor Newell

Seconded by: Councillor Cole

Be it resolved that, Council receive the request from the North Rib Lake Cottagers Association;

And that, Council approve the request to pay the \$5,000 Bill from the ONR.

DEFEATED

7.2. Information Items

Resolution No.: 26/149

Moved by: Councillor Olson

Seconded by: Councillor Cartner

Be it resolved that the following items be noted and filed for information purposes only.

CARRIED

7.2.1. City of Temiskaming Shores - Ontario Transit Investment Fund (OTIF) Conditional Approval

7.2.2. Vic Fedeli – News Release Ontario Transit Investment Fund (OTIF) Conditional Approval

8. Business Arising

8.1. Memorial/Recognition Board at the playground
Staff to bring options to the next Council Meeting

8.2. Resolution for Support – NOHFC Funding

Resolution No.: 26/150

Moved by: Councillor Newell

Seconded by: Councillor McDonald

Whereas, municipalities are required to plan for responsible growth, housing, economic development, infrastructure, environmental protection and the long-term needs of their communities through comprehensive land-use planning documents, including Official Plans and Zoning By-laws;

And whereas, Official Plans and Zoning By-laws must be periodically reviewed and updated to ensure they remain consistent with current provincial legislation, policies, community needs, development pressures and opportunities for economic growth;

And whereas, the cost of undertaking comprehensive Official Plan and Zoning By-law reviews can represent a significant financial burden, particularly for small, rural and northern municipalities with limited tax bases, staffing capacity and financial resources;

And whereas, outdated planning documents can create barriers to residential, commercial and industrial development, limit a municipality's ability to respond to changing economic opportunities, and make it more difficult to identify and prepare lands for future growth;

And whereas, modern and current planning documents provide municipalities, residents, businesses and investors with greater certainty regarding where and how development can occur and allow municipalities to proactively plan for housing, employment lands, infrastructure and municipal services;

And whereas, investment in municipal planning is an investment in economic development, housing readiness and community growth, as updated Official Plans and Zoning By-laws can help municipalities remove unnecessary barriers to development and establish clear policies to support new investment;

And whereas, the Town of Latchford applied to the Northern Ontario Heritage Fund Corporation (NOHFC) for assistance with the modernization of its land-use planning framework and was advised that stand-alone studies are ineligible under the current NOHFC program guidelines;

And whereas, municipalities should not be required to choose between funding essential municipal services and undertaking the comprehensive planning work necessary to position their communities for future housing and economic growth;

Now therefore be it resolved that, the Council of the Corporation of the Town of

Latchford hereby calls upon the Government of Ontario to establish a dedicated and sustainable funding program to assist municipalities with the costs associated with reviewing, updating and modernizing Official Plans and Comprehensive Zoning By-laws; **And further that,** such a funding program recognize the differing financial and administrative capacities of municipalities and provide enhanced funding opportunities for small, rural, northern and lower-tier municipalities where the cost of comprehensive planning reviews can represent a disproportionate burden on the municipal tax base; **And further that,** eligible costs include, but not be limited to, professional planning services, technical studies and background reports required to support Official Plan and Zoning By-law reviews, public and Indigenous consultation where applicable, mapping and geographic information system updates, growth and development analysis, infrastructure and servicing assessments, and other supporting work necessary to establish modern and effective municipal planning documents; **And further that,** the Province recognize municipal Official Plans and Zoning By-laws as critical economic development and housing-enabling infrastructure that provide the regulatory foundation necessary to support investment, development and sustainable community growth; **And further that,** consideration be given to establishing a recurring funding intake so municipalities can undertake required planning reviews proactively rather than delaying necessary updates because of financial constraints; **And finally that,** a copy of this resolution be circulated to the Premier of Ontario; the Minister of Municipal Affairs and Housing; the Minister of Finance; the Minister of Economic Development, Job Creation and Trade; the Minister of Northern Economic Development and Growth; the Minister of Infrastructure; the Federal Economic Development Agency for Northern Ontario (FedNor); John Vanthof, MPP for Timiskaming—Cochrane; Pauline Rochefort, MP for Nipissing-Timiskaming; the Association of Municipalities of Ontario (AMO); the Federation of Northern Ontario Municipalities (FONOM); the Northwestern Ontario Municipal Association (NOMA); the Rural Ontario Municipal Association (ROMA); and all municipalities in Ontario, requesting their support and endorsement of this resolution.

CARRIED

8.3. Water and Sewer Rates Project Update
A verbal update was provided to Council

8.4. Website Project Update
A verbal update was provided to Council. The project is now complete.

9. New Business

9.1. Resolution for Support – Request for Ontario Northland Railway to maintain and improve the appearance of public facing infrastructure along Highway 11
Resolution No.: 26/151

Moved by: Councillor McDonald
Seconded by: Councillor Church

Whereas, Ontario Northland Railway (ONR) owns and maintains significant rail infrastructure throughout Northeastern Ontario, including bridges, overpasses and other structures that are highly visible from Highway 11 and within municipalities along the Highway 11 corridor;

And whereas, this infrastructure is an important component of Northern Ontario's transportation network and, due to its prominent location, also contributes to the overall appearance and first impression of the communities in which it is located;

And whereas, aging infrastructure that is visibly rusting, deteriorating or otherwise lacking routine exterior maintenance can negatively impact the aesthetic appearance of a community and the Highway 11 corridor, particularly where such infrastructure is located at or near community entrances and other highly travelled areas;

And whereas, municipalities throughout Northeastern Ontario invest considerable resources in community beautification, economic development, tourism, downtown revitalization and initiatives intended to create welcoming and attractive communities for residents, businesses and visitors;

And whereas, publicly visible transportation infrastructure should be maintained in a manner that reflects the importance of these investments and contributes positively to the communities through which it passes;

Now therefore be it resolved that, the Council of the Corporation of the Town of Latchford hereby requests that Ontario Northland Railway undertake the necessary preparation and painting of its railway bridge located along Highway 11 in the Town of Latchford and establish an appropriate schedule for the ongoing exterior maintenance of this structure;

And further that, Ontario Northland Railway be encouraged to review its publicly visible infrastructure throughout Northeastern Ontario, particularly infrastructure located along the Highway 11 corridor and within incorporated municipalities, and ensure that structures showing significant rust, deterioration or weathering receive appropriate exterior maintenance, including cleaning, surface preparation and painting where required;

And further that, Ontario Northland Railway recognize that the condition and appearance of its infrastructure can have an impact on community appearance, tourism, economic development and municipal beautification efforts, particularly in smaller Northern Ontario communities where railway infrastructure may be a prominent feature of the community;

And further that, a copy of this resolution be forwarded to Ontario Northland Railway, the Minister of Transportation, the Minister of Northern Economic Development and Growth, local Members of Provincial Parliament, and municipalities throughout Northeastern Ontario requesting their support for this resolution.

CARRIED

10. By-Laws

10.1. By-Law 2026-031 Fotenn Planning & Design Official Plan and Zoning By-Law Agreement

Resolution No.: 26/152

Moved by: Councillor McDonald

Seconded by: Councillor Newell

Be it resolved that By-law No. 2026-031, being a by-law to authorize an agreement with Fotenn Planning and Design to create an Official Plan and Comprehensive Zoning By-law for the Town of Latchford, be read a first, second and third time and finally passed this 18th day of August, 2026.

CARRIED

11. In-Camera

- 11.1. Personal matters about an identifiable individual, including municipal or local board employees and labour relations or employee negotiations.

Resolution No.: 26/153

Moved by: Councillor Olson

Seconded by: Councillor Cartner

Be it resolved that, Council move into closed session at 7:49 PM, 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 and (d) labour relations or employee negotiations.

- 11.2. Closed Session Adjournment

Resolution No.: 26/154

Moved by: Councillor Church

Seconded by: Councillor Cole

Be it resolved that, Council adjourn Closed Session at 8:43 PM, 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 and (d) labour relations or employee negotiations.

CARRIED

12. Adjournment

- 12.1. By-Law 2026-032 Confirming By-Law

Resolution No.: 26/155

Moved by: Councillor Newell

Seconded by: Councillor Cartner

Be it resolved that the By-law No. 2026-032 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 August 18th, 2026 be read a first, second, third time and finally passed by the Council of the Corporation of the Town of Latchford.

CARRIED

- 12.2. Motion to Adjourn

Resolution No.: 26/156

Moved by: Councillor McDonald

Seconded by: Councillor Church

Be it resolved that the Council of the Town of Latchford hereby adjourns its meeting at 8:45 PM and to meet again at the Regular Meeting of Council scheduled for September 8th, 2026.

CARRIED