

**CORPORATION OF THE TOWN OF LATCHFORD  
MINUTES OF THE REGULAR MEETING OF COUNCIL  
TUESDAY JULY 23<sup>RD</sup> 2024. At 6:30pm  
MEETING HELD BY ZOOM**

**1. Call to order and mayoral comments.**

**PRESENT:**

**Council:** Mayor Sharon Gadoury-East, Councilors Trudy McDonald Pam Newell, Mike Cole, Jo-Anne Cartner, Shelly Church,

**Regrets:** Councilors: Councillor Olson.

**Staff:** Jaime Allen, Clerk-Treasurer,  
Laurel Gadoury, Deputy.-Treasurer, Deputy- Clerk

**Public:** nil

**Press:** nil

1. Mayor Gadoury-East called meeting to order at 6:30pm and welcomed everyone.

**2. Adoption of the agenda as circulated**

**Resolution No.: 24/105**

**Moved By:** Jo-Anne Cartner

**Seconded By:** Trudy McDonald

**Be it resolved that** July 23<sup>rd</sup> 2024 Agenda be adopted as circulated.

**CARRIED**

**3. DECLARATION OF PECUNIARY INTEREST/CONFLICT OF INTEREST(NIL)**

**4. Adoption of the Minutes**

**Resolution No.: 24/106**

**Moved By:** Shelly Church

**Seconded By:** Jo-Anne Cartner

**Be it resolved that** the minutes of the Regular and In camera meeting held June 23<sup>rd</sup> 2024 Be adopted as circulated by the Clerk.

**CARRIED**

**5. REPORTS:**

**6. CORRESPONDENCE AND ACTION ITEMS**

**A. Action Items**

**1. Accounts Payable and Payroll**

**Resolution No.: 24/107**

**Moved By:** Pam Newell

**Seconded By:** Trudy McDonald

**Be it resolved that** the Town of Latchford approves attached payroll in the amount of \$71,166.10 and accounts payable in the amount of \$293,972.96 for the period June 7<sup>th</sup> thru July 18<sup>th</sup> 2024.

**CARRIED**

2. **Sweeper Purchase.**

**Resolution No.: 24/108**

**Moved By:** Shelly Church

**Seconded By:** Jo-Anne Cartner

**Be it Resolved that** the Town of Latchford approves the purchase of CAT sweeper attachment in the amount of \$5000.00 (five thousand dollars). Funds to be transferred from reserves to cover this expenditure.

**CARRIED**

3. **Circular Materials**

**Resolution No.: 24/109**

**Moved By:** Pam Newell

**Seconded By:** Trudy McDonald

**Be it Resolved that** the Town of Latchford rescinds Council resolution number 24/096 and opt out of signing agreement with Circular Materials for phase in period of October 1<sup>st</sup> 2025.to December 31<sup>st</sup> 2025

**CARRIED**

4. **Donation to Spelling Bee.**

**Resolution No.: 24/110**

**Moved By:** Trudy McDonald

**Seconded By:** Pam Newell

**Be it resolved that** the Town of Latchford approves a donation of one year fitness center membership as a silent auction item and \$100.00 seed sponsorship for the Hild Fowke memorial Spelling Bess and Dinner to be held September 26<sup>th</sup> 2024.

5. **Service Agreement with 360 Engineering for (Asset management)**

**Resolution No.: 24/111**

**Moved By:** Shelly Church

**Seconded By:** Trudy McDonald

**Be it resolved that** the Town of Latchford approves a service agreement with 360 engineering to implement the adoption of the Town Of Latchford's asset (ARO) asset retirement obligation per PSAB 3280 standards at a cost of \$11,676.00.

**CARRIED**

**International Overdose Awareness Day**

6. **Resolution No.: 24/112**

**Moved By:** Mike Cole

**Seconded By:** Jo-Anne Cartner

**Be it resolved that** the Town of Latchford proclaims August 31<sup>st</sup> 2024 as international overdose awareness day in the Town Of Latchford.

**CARRIED**

7. **Summer Students.**

**Resolution No.: 24/113**

**Moved By:** Jo-Anne Cartner

**Seconded By:** Trudy McDonald

**Be it resolved that** the Town of Latchford approves the hiring of the following summer students, Taylor Garvin, for Tourist information Center, Haven Venne for Museum, Sophie Breault for Public Works

**CARRIED**

6.

**Correspondence**

B.

**Information Items**

**Resolution No. 24/114**

**Moved By:** Pam Newell

**Seconded By:** Shelly Church

**Be it resolved that** the following Information Items be noted and filed:

1. THU Board Correspondence Minutes, annual report, Lab Closure Timmins
2. Montreal River water management plan next meeting.
3. Merger update THU, Porcupine Health Unit.
4. TMA Minutes from May 30<sup>th</sup> 2024.

**CARRIED**

7.

**CLOSED SESSION**

**Closed Session**

1. **Resolution No. 24/115**

**Moved By:** Trudy McDonald

**Seconded By:** Mike Cole

**Be it resolved that** the Council for the Town Of Latchford enter into a closed meeting at **7:06pm** to discuss the following matters as set out in the Municipal Act, 2001 Section 239 (2) Litigation or potential litigation including matters before administrative tribunals, affecting the municipality.

**CARRIED**

2.

**Arise from closed session**

**Resolution No. 24/116**

**Moved By:** Shelly Church

**Seconded By:** Pam Newell

**Be it resolved that** Council now arise from closed session **@7:45pm**

**CARRIED**

8.

**BYLAWS:**

**Confirming Bylaw**

**By-Law N0. 24/023**

**Resolution No. 24/117**

**Moved By:** Jo-Anne Cartner

**Seconded By:** Mike Cole

**Be it resolved that By-Law No.24-023** being a by-law to confirm certain proceedings of Council of the Corporation of the Town of Latchford for Regular Council meeting held July 23<sup>rd</sup> 2024. Be taken as read a first, second, and third time and finally passed by Council of the Corporation of the Town of Latchford.

**CARRIED**

**09. ADJOURN**

**Resolution No. 24/118**

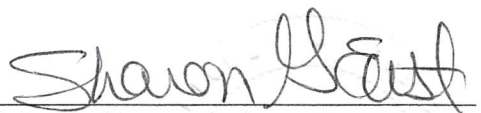
**Moved By:** Pam Newell

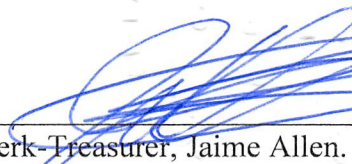
**Seconded By:** Trudy McDonald

**Be it resolved that** Council now adjourn at 7:46 p.m. until the next regular meeting or call from the Mayor.

**CARRIED**

Dated at Latchford this 23<sup>rd</sup> day  
Of July 2024

  
\_\_\_\_\_  
Mayor, Sharon Gadoury-East.

  
\_\_\_\_\_  
Clerk-Treasurer, Jaime Allen.

REPORTS



THE BEST LITTLE TOWN  
BY A DAM SITE!

**BY-LAW ENFORCEMENT REPORT TO COUNCIL**

**July 3, 2024**

This report documents bylaw enforcement activity during June 2024.

**ANIMAL CONTROL**

One complaint of a loose dog on Empire resulted in a warning issued to the owner. No further complaints have been received regarding this dog.

**CLEAN YARDS**

Two Notices were issued regarding 2 properties on Main Street after the owners did not voluntarily comply with a previous request to clean their properties. Both have longstanding issues of non compliance.

- One owner was given a compliance date of August 1, 2024 and compliance is anticipated for this property
- The other owner was given a compliance date of September 1, 2024 and it is anticipated that additional action may be required at this property

Three additional properties were identified by staff for inspection; these properties will be inspected in July and action taken as required.

JUL 04 2024

*K. Johnson*

Latchford WTP / STP – Monthly Summary Report

Month: **June 2024**

Description	Notes
Bear Island WTP X1 Trip	Maintenance Contract
Filter 1 Repair & Media Replacement	-Repaired Filter screens in May  -Installed 85 Bags x 50 lbs =4250 lbs -Backwashed Filter for 2 Weeks -Super chlorinated Filter1 (1 <sup>st</sup> ) -sampling (failed) -Super chlorinated Filter1 (2 <sup>nd</sup> ) -sampling  *Received authorization from MOE to put Filter1 in service (July 2, 2024)
Chemical Delivery – Driver dropped 4 barrels off truck hitting the backwash pipe. Pipe broken, pipe hanger broken...Had to do an emergency repair.	-Roger OT picking up parts on Friday -Rico & Roger OT repaired on weekend. Fabricated new pipe.  -Fabricated new mount to replace broken pipe hanger
External Audit WTP – SAI Global	- X1 minor non-conformance
Ultra Violet Disinfection System Commissioning Sewage Plant Effluent	Formal commissioning 100% Completed.
Low Chlorine Alarm at the WTP	Worked all weekend to resolve Rico OT
New Sewage Licence is now under review MOE	I would expect the new licence and requirements to come soon.  *We will require a new auto sampler for the Sewage Pump Station in order to meet new licence requirements. The shed has already been built in advance. We will also require a new fridge for the sampler approx.\$400.00

	<p>New sampler  Approx. \$8000.00 quotation was submitted during Management Review 2023</p>
<p>Painted floor in Chemical Room</p>	<p>Plant general maintenance</p>
<p>Filter #2 – showing signs of media failure</p> <p>*Can be used to make water in an emergency, but has been taken out of regular service to avoid unnecessary call-ins.</p> <p>*Filter #1 which was just put into service, seems to be functioning ok so far...</p>	<p>We have been getting turbidity spikes and fouling of sample lines after backwashes, Float controls beginning to fail consistently, starting to lose filter media.</p> <p>*This is the exact symptoms we had with Filter#1 prior to critical failure. Filter #1 repairs and media replacement total cost was approx.\$5000.00 and a whole lot of work.</p> <p>*as it takes months to organize this work I would highly recommend getting the filter media ordered up asap.</p>