

Town Council MEETING
Town Hall – 7:00 p.m.
November 12, 2025
Minutes

In attendance:

- Elaine Nash, Donna Power, Shane McEvoy, David Butland, Kevin McDonald, Nina Goudie

REGRETS

- None

MEETING CHAIR

Elaine Nash

GUESTS

- Eugene McDonald, Bertha Fowler, Bruce Hickey, Cecile Marrie, David Hearn
- Byron Smith (via Zoom)

1. Call to Order

The Mayor called the meeting to order at 7:02 p.m.

2. Adoption of Agenda

Motion #2025-11-12-774: David Butland; Shane McEvoy

Motion to adopt the agenda for November 12, 2025.

All in favour; none opposed.

Motion Carried.

3. Adoption of Minutes

a) October 8, 2025

Motion #2025-11-12-775: Kevin McDonald; Donna Power

Motion to adopt the minutes dated October 8, 2025.

All in favour; none opposed.

Motion Carried.

b) Special Meeting of Council, Wed, October 29, 2025

Motion #2025-11-12-776: Donna Power; Shane McEvoy

Motion to adopt the Notes re Special Meeting of Council on Wednesday, October 29, 2025.

All in favour; none opposed.

Motion Carried.

4. GUEST PRESENTATION – Richard T. Fowler Spiritual Centre

Eugene McDonald and Bertha Fowler provided Council with two copies of their presentation which Eugene read out loud to Council. The presentation concerned use of the of the Richard T. Fowler Spiritual Centre

Four (4) letters related to this topic were received at the Town Office and included in the Council package. Each of the letters were read out loud to Council by Mayor Elaine Nash.

Council members and the presenters discussed the topic at length. Council agreed that they needed more time and the topic will be included on the agenda for the next Council meeting, which is scheduled for Wednesday, December 10, 2025.

5. Finance

a) Review of 2024 Financial Statements (via Zoom)

Byron Smith provided an overview of the 2024 Financial Statements and provided details in response to questions about Common Services and Other General Government categories.

b) Financial Report - October 2025

The Financial Report for October 31, 2025
Motion #2025-11-12-777: Shane McEvoy; Kevin McDonald
Motion to approve the Financial Report for the month ending October 31, 2025.
All in favour; none opposed. Motion Carried.

c) Customer Aged Summary as of Nov 10, 2025

The Clerk reviewed the Customer Aged Summary of Arrears and answered numerous questions about line items on the report.

Motion #2025-11-12-778: Donna Power; Kevin McDonald
Motion that all outstanding poll tax from 2020 to 2022 will be sent to a collection agency. Any poll taxes prior to 2020 are to be written off as uncollectible.
All in favour; none opposed. Motion Carried.

d) Other Motions Needed

522-524 Main Road North

Motion #2025-11-12-779: Shane McEvoy; Kevin McDonald
Motion to approve the reduction of property tax fees for 2023 and 2024 to \$300.00 due to hardship of surviving spouse. Furthermore, property tax for 2025 will be reduced to the minimum of \$325.00.
All in favour; none opposed. Motion Carried.

180 Nine Mile Road

Motion #2025-11-12-780: Donna Power; Shane McEvoy
Motion to approve the reversal of Poll Tax for 2021 (\$230.00) and 2022 (\$250.00). Mr. Lee passed away in March 2025.
All in favour; none opposed. Motion Carried.

641 Main Road North

Motion #2025-11-12-781: David Butland; Donna Power
Motion to approve the reversal of Poll Tax for 2020 (\$230.00), 2021 (\$230.00), and 2022 (\$250.00). Mr. Bennett passed away in November 2020.
All in favour; none opposed. Motion Carried.

Purchase of Safety Footwear for Maintenance Worker

Motion #2025-11-12-782: Donna Power; Shane McEvoy
Motion to approve an annual budget of a maximum of \$100.00 towards the purchase of steel toed safety footwear for the Maintenance Worker. The employee will be reimbursed upon submission of a receipt.
All in favour; none opposed. Motion Carried.

6. New Business

a) Reports

a. Infrastructure Committee

i. Site Specific Safety Plan for 2025/2026

Motion #2025-11-12-783: Donna Power; Shane McEvoy
Motion to approve the Site Specific Safety Plan (SSSP) for ice control materials for 2025-2026.
All in favour; none opposed. Motion Carried.

ii. Citizen Correspondence – Streetlights

Council directed the Town Clerk to create a social media post asking residents for input on location suggestions for additional streetlighting.

iii. Other Motions Needed

Purchase of Folding Chairs

Motion #2025-11-12-784: David Butland; Kevin McDonald
Motion to approve the purchase of twenty (20) folding chairs at a cost of \$75.00 each plus shipping for a total cost of \$1,901.23.
All in favour; none opposed. Motion Carried.

Paving Project

Motion #2025-11-12-785: Donna Power; Kevin McDonald
Motion to approve the additional expenditure of \$4,500 for the paving contract with H&M Paving Limited due to additional required work. Motion 2025-08-22 approved an amount of \$28,000 (before HST). The actual cost was 32,500 (before HST).
All in favour; none opposed. Motion Carried.

Motion #2025-11-12-786: Kevin McDonald; Shane McEvoy
Motion to confirm completion of Project # 163-2018-6507 (Municipal Plan) and approve the reduction of the total by \$3,394 to \$15,899.
All in favour; none opposed. Motion Carried.

Motion #2025-11-12-787: Shane McEvoy; Donna Power
Motion to approve the reduction of Project # 163-2019-6921 (Municipal Building) by \$164 to the amount of \$8701.
All in favour; none opposed. Motion Carried.

Motion #2025-11-12-788: David Butland; Kevin McDonald
Motion to allocate funds leftover from Project 163-2018-6507 (Municipal Plan) and 163-2019-6921 (Municipal Building) totaling \$3,558 to the Paving Project, Project 163-2025-8626.
All in favour; none opposed. Motion Carried.

Motion #2025-11-12-789: Donna Power; Shane McEvoy
Motion to increase the total amount requested from the Community Building Fund to reflect the actual cost of the paving project to \$37,880 (before HST).
All in favour; none opposed. Motion Carried.

b. Policy and Procedures Committee

Nothing new to report at this meeting.

c. Recreation Trails Committee

The Clerk advised Council of the need to repeal a motion from March 12th which renamed the Recreation Trails Committee (Committee) to Salmonier Trails Inc. The Committee will remain a committee of Council. The incorporated body of Salmonier Trails Inc. will be used by the Committee at the direction of the Town, on an as and when required basis when a funding application requires it for eligibility purposes.

Motion #2025-11-12-790: Donna Power; David Butland
Motion to REPEAL Motion #2025-03-12-694.

[Original Motion: *Motion to approve the updated Terms of Reference with the following changes: Under the section “term”, add the word “since” to the first sentence. “also since known as Salmonier Trails Incorporated...”; Under the section “makeup”, change the total number of members to an odd number (11) for voting purposes; change the word “landowners” to “property owners”.*]

All in favour; none opposed.

Motion Carried.

Motion #2025-11-12-791: Donna Power; Kevin McDonald
Motion to approve the Updated Terms of Reference for the Recreation Trails Committee as circulated.

All in favour; none opposed.

Motion Carried.

d. Fire Department Report

Fire Chief Brandon Dean was in the Public Gallery and read the Fire Department Report out loud to Council:

- When replacing the culvert by Bennetts, the Department of Infrastructure and Transportation cleaned up the ditch near the reservoir and added some fill to the burm to increase water capacity.
- The 4 locations have been identified for the underground tanks:
 - i. Harricott Road, Route 93, by Blair Marrie’s
 - ii. McDonald Drive
 - iii. Route 90, Nine Mile Road, by Bill Dean’s
 - iv. Grace’s Turn, Route 93

- The Fire Chief was in contact with Kevin from Household Hazardous Waste about the tools and they are still trying to source one of the items (hose coiler and cordless reciprocating saw)
- The volunteer firefighters removed Christmas lights from the council tree
- The new Fire Department ballcaps are soon arriving
- The volunteer firefighters replaced the fascia on the back of the fire hall
- Guy Fawkes night was a great time thanks to everyone who was involved
- The fire department burned the second pile of brush on Kings Beach
- The Fire Chief will be handing out the Code of Conduct papers to all members to sign and return
- The Fire Department is planning to burn the car at Millers wharf at the next possible time for training purposes
- The Fire Department got a call from MCC for a medical call, if it is still Council's opinion to not respond to medical calls, the Fire Chief requested that the Clerk contact MCC again to remove MCVFD from the call list for medical calls

Theres a couple things the Fire Department would like to remind Council of

- i. The Fire Department needs a washing machine for cleaning bunker gear.
- ii. Need steps for back of Fire truck.
- iii. We need to document our Standard Operating Procedures.

Painting of Inside of Fire Hall

The Mayor advised of Council's intent to assign painting of the Fire Hall floor to the Maintenance Worker. Work would commence in the Spring of 2026.

e. Town Clerk Report

Right-of-Way on Town Roads

The Clerk reported that the Department of Transportation and Infrastructure advised that as a rule, the minimum right-of-way used in most local roads is 10 meters from the centerline.

Brushcutting on Walsh's Hill

Council members discussed the brushcutting on Walsh's Hill and agreed that it is inadequate both in width and height. The sightline for cars and trucks is obstructed and could pose a public health and safety issue for drivers, residents and pedestrians. Furthermore, there is a risk of damage to vehicles that travel that road.

The Clerk was directed to contact the residents of Walsh's Hill to advise them of the issue and Council's wish to work with them toward on a mutually agreeable solution. The Clerk will ask residents to provide their feedback in time for the next Council meeting in December.

b) Letter from Property Owner

A letter from the property owner of 34 Marrie's Road was read out loud to Council by the Mayor.

Council agreed that the Town is bound by the Towns and Local Service Districts Act to charge property tax and that residents are obligated to pay property tax.

The Clerk was directed to forward copies of all correspondence to the Town's lawyer to respond to the property owner on our behalf.

c) Citizen Correspondence - General

Re: Transit Project

A letter from a resident was circulated to Council members. The letter outlined concerns about the rural transit feasibility study which was recently announced. The Clerk was directed to ensure that the consultant, once identified, is provided with a copy of this feedback to factor into their research.

7. Round Table

Road Safety

- The 10 km speed limit sign on Community Hall Road needs to be moved – Councillor Butland is following up and will let us know where it should be placed.
- The stop sign on McDonald Drive will be installed by Leo Squires.

Flags and Cenotaph

- The Clerk was directed to circulate a copy of flag protocol after which we will write a policy. A monthly check of the flags was suggested.

Bonfire Sites

- It was noted that two designated bon fire sites are not required.

Clean up

- There is a need to clean up trash on the hills behind the Community Garden. It was noted that the area is now overgrown and covers up the mess.

Purchasing

- A Councillor reminded Council that when purchasing equipment for employees we need to closely review in terms of appropriate safety of worker and cost of equipment.

Remembrance Day

- The Mayor presented that in lieu of issuing the usuals stipends to those who participated in the ceremony that we send \$100 to the Royal Canadian Legion Poppy Fund and \$100 to the Mount Carmel Cemetery Fund for upkeep of the Veteran's graves. It was noted that an additional \$30 donated by attendees at the recent ceremony would be included in the donation to the Poppy Fund.

Resignation of Kevin McDonald

- The Mayor read a letter from Councillor Kevin McDonald. The letter advised Council of his resignation from Council, effective immediately, due to personal reasons.

Swearing-in of New Members

The following individuals were sworn-in as Councillors:

- Cecile Marrie (Mount Carmel)
- Bruce Hickey (Mount Carmel)
- David Hearn (St. Catherine's)

The new Councillors read and signed Form MEF-18 Oath of Office and completed Disclosure Statements. Each Councillor was provided with a copy of the Code of Conduct and Rules of Order and Procedure.

8. Next Meeting

Regular Council Meeting, Wednesday, December 10, 2025, 7:00 pm.

9. Closed Meeting

10. Adjournment

Motion #2025-11-12-792: Donna Power; David Butland

Motion to adjourn the meeting at 10:40 p.m.

All in favour; none opposed.

Motion Carried.