



**COMMITTEE OF THE WHOLE
MEETING MINUTES**

**March 24, 2026
Council Chambers**

Lanark Highlands Municipal Office - 75 George Street, Lanark, Ontario

Members Present: Reeve Peter McLaren
 Deputy Reeve Bill King
 Councillor Ron Closs
 Councillor Jeannie Kelso (electronic participation)
 Councillor Steve Roberts
 Councillor Marina Summers

Members Regrets: Councillor Allison Vereyken

Staff Present: Suzanne Charbonneau-Dent, CAO
 Nicole Guthrie, Clerk
 Christian Illman, Treasurer
 Kathryn Maton, Manager of Public Works
 Stephen Rothwell, Fire Chief/CEMC
 Chelsea Rath, Manager of Facilities/Community Affairs
 Forbes Symon, RPP, MCIP, Senior Planner, Jp2g Consulting
 Inc.

1. ROLL CALL

2. CALL TO ORDER

The meeting was called to order at 6:19 p.m.

3. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

No declarations of interest were filed.

4. APPROVAL OF AGENDA

Motion #COW-2026- 057

Moved by Councillor Summers

Seconded by Councillor Kelso

THAT, the agenda be adopted as presented.

CARRIED

5. APPROVAL OF MINUTES

Motion #COW-2026- 058

Moved by Reeve McLaren

Seconded by Councillor Closs

THAT, the Committee of the Whole meeting minutes of March 10th, 2026, be approved as circulated.

CARRIED

6. DELEGATIONS & PRESENTATIONS

6.1 Sharon Halliday re. Open Doors Mental Health for Children, Youth & Families

Motion #COW-2026- 059

Moved by Councillor Summers

Seconded by Councillor Closs

THAT, the presentation dated March 24th, 2026 be received as information.

CARRIED

7. COMMUNICATIONS

Councillor Kelso pulled item 7.1 and 7.4 for discussion.

7.1 Township of Rideau Lakes - Concerns re Alto High Speed Rail Project

Councillor Kelso shared that Alto high-speed rail extended its online public consultation period to April 24.

- 7.2 **City of Ottawa - Restricting Public Consumption of Illegal Substances Act**
- 7.3 **Regional Municipality of York - Circular Materials Ontario**
- 7.4 **Ministry of Environment, Conservation and Parks - Consolidation of Ontario's Conservation Authorities**

Councillor Kelso shared that more information on the consolidation including a map of the areas is available at A map showing the planned boundaries and the nine new CAs is available at [Ontario Provincial Conservation Agency | ontario.ca](https://www.ontario.ca/environnement).

- 7.5 **Township of Oro-Medonte - Health and Safety Concerns of Public Works Operators**
- 7.6 **Northumberland County - Resolution Support 'Elbows Up for Climate Action**
- 7.7 **Township of Edwardsburgh Cardinal -Support Ontario Community Infrastructure**

Motion #COW-2026- 060

Moved by Reeve McLaren
Seconded by Councillor Closs

THAT, the communications dated March 24th, 2026 be received as information.

CARRIED

8. REPORTS

8.1 Building, Planning & Protective Services

8.1.1 FIR-2026-26 FIR-2026-01 - 2028 Tanker (S. Rothwell)

Motion #COW-2026- 061

Moved by Councillor Kelso
Seconded by Councillor Closs

THAT, Request for Proposal FIR-2026-01 for the procurement of one (1) Fire Tanker be awarded to Fort Garry Fire Trucks for a total upset cost of \$770,323.20, including non-recoverable HST be approved;

AND THAT, the purchase be funded from the Fire Department Reserve;

AND FURTHER THAT, this matter be brought forward to the March 24, 2026, Council meeting for consideration.

CARRIED

8.2 Corporate Services

8.2.1 COR-2025-59 Review of Policy and Procedure for Stop Up, Closure and Sale of Roadways (N. Guthrie)

Motion #COW-2026- 062

Moved by Councillor Kelso

Seconded by Councillor Closs

THAT, Council receive the staff report regarding the Road Closing Policy and Procedure;

AND THAT, Council approve the Road Closing Policy and Procedure attached as Appendix B to Staff Report COR-2026-59.

CARRIED

8.2.2 FIN-2026-46 Council Statement of Remuneration And Expenses (C. Illman)

Motion #COW-2026- 063

Moved by Councillor Closs

Seconded by Councillor Roberts

THAT, Council approve the 2025 Statement of Council Remuneration and Expenses as presented.

CARRIED

8.2.3 FIN-2026-47 WSIB Reimbursements Received (C. Illman)

Motion #COW-2026- 064

Moved by Councillor Kelso

Seconded by Reeve McLaren

THAT, Staff Report FIN-2026-47 be received as Information.

CARRIED

8.2.4 FIN-2026-48 2026 Tax Rates (C. Illman)

Motion #COW-2026- 065

Moved by Councillor Closs

Seconded by Reeve McLaren

THAT, Council approve the 2026 tax rates as presented.

CARRIED

8.3 Public Works & Waste Management

8.3.1 WST-2026-16 Proposed Re-Use Centre Door Upgrade (K. Maton)

An amendment moved by Councillor Closs, seconded by Councillor Kelso,

THAT, “six (6)” be replaced with “four (4)”.

Carried friendly

Motion #COW-2026- 066

Moved by Councillor Kelso

Seconded by Councillor Closs

THAT, Council receive staff report WST-2026-16 as information, and request that the Manager of Public Works report back to Council regarding theft and break-ins at the facility four (4) months after the installation of the video surveillance system and affiliated signage.

CARRIED

8.3.2 RDS-2026-29 Maintenance of an Unassumed Road Allowance (URA) North of Rodgers Road (K. Maton)

Moved by Councillor Summers

Seconded by Councillor Roberts

THAT, Council receive report RDS-2026-29 as information;

THAT, Council direct staff to maintain the current winter maintenance (status quo) of 128 Rodger Road;

AND THAT, the Manager of Public Works be directed to report back to Council following completion of a traffic study and public consultation to inform the development of an updated Roads By-law.

CARRIED

9. NEW/OTHER BUSINESS

9.1 Council / Committee Appointment Updates

- 1) **Lanark County OPP Detachment Board** - Councillor Closs noted that MP for Lanark-Frontenac Scott Reid was present at meeting held on 18 March 2026 to speak to the Board about a proposal to place Automated External Defibrillators in all front line detachment cruisers.
- 2) **Lanark Highlands Public Library Board** - There was no report.
- 3) **Lanark Highlands Youth Centre Inc.** - There was no report.
- 4) **Lanark & District Museum Board** - There was no report.
- 5) **Middleville Museum Board** - There was no report.
- 6) **Mississippi Valley Conservation Authority** - Councillor Kelso shared that the next Board meeting will be held on 30 March 2026.
- 7) **Arnprior Public Library Board** - Councillor Roberts noted that the Arnprior Public Library Spring newsletter will be shared in the next COW package and that residents are encouraged to visit the library's website to learn more about the variety of events and activities offered.
- 8) **Recreation Advisory Committee** - There was no report.
- 9) **Municipal Grants Committee** - There was no report.
- 10) **Lanark Highlands Waste Committee** - Councillor Kelso noted that the meeting scheduled for 25 March 2026 was cancelled and rescheduled for 8 April 2026.

11) **Lanark County Inclusion, Diversity, Equity, and Access Working Group** - There was no report.

12) **Traffic Advisory Working Group** - There was no report.

Motion #COW-2026- 068

Moved by Councillor Roberts

Seconded by Councillor Summers

THAT, the Council Committee Appointment Updates (verbal) be received as information.

CARRIED

9.2 CAO Update

9.2.1 Grants

There was no update. News will be shared when the Township is authorized.

9.2.2 Township Website

CAO Charbonneau-Dent advised that the Township website experienced a brief outage earlier in the day on 24 March 2026, which has since been addressed. She noted that staff have been actively working on a website redesign, with staff training scheduled for April 2, 2026, and a launch to follow shortly thereafter. The new website is intended to improve navigation and access to information, including Council agendas and minutes, news and notices, and municipal services. Residents are encouraged to explore the site, and report any issues encountered.

Motion #COW-2026- 069

Moved by Councillor Roberts

Seconded by Councillor Closs

THAT, the CAO Update (verbal) be received as information.

CARRIED

10. ADJOURNMENT

Motion #COW-2026- 070

Moved by Councillor Summers
Seconded by Reeve McLaren

THAT, the Committee of the Whole meeting adjourn at 7:28 p.m.

CARRIED

Bill King, Deputy Reeve

Nicole Guthrie, Clerk