



**Township of Brudenell, Lyndoch and Raglan**

**Meeting Minutes**

**Regular Meeting February 4, 2026 - 07:00 PM**

Present Were:	Mayor,	Valerie Jahn
	Councillor,	Sheldon Keller
	Councillor,	Wayne Banks
	Councillor,	Iris Kauffeldt
	Councillor,	Kevin Quade
Also Present:	Clerk-Treasurer,	Virginia Phanehour
	Deputy Clerk,	Tammy Thompson
	Operations Manager,	Jordan Genrick
Public Attending:	Via Zoom/Telephone/In Person	

**1 Call to Order & Roll Call**

Call to order Regular Council Meeting for the Corporation of the Township of Brudenell Lyndoch and Raglan this 4th day of February, 2026 at 7:00 pm.

Roll Call:

Councillor Banks

Councillor Kauffeldt

Councillor Keller

Councillor Quade

**2 Land Acknowledgement**

"As we gather this evening I would like to acknowledge on behalf of this Council and our community that we are meeting on the traditional territory of the Algonquin People. We would like to thank the Algonquin people and express our respect and support for their rich history, and we are extremely grateful for their many and continued displays of friendship. We also thank all the generations of people who have taken care of this land for thousands of years."

**3 Adoption of the Agenda**

**Resolution No:** 2026-02-04-01

**Moved By:** Kevin Quade

**Seconded By:** Sheldon Keller

"THAT we the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan adopt the agenda as submitted."

**CARRIED**

**4 Disclosure of Pecuniary Interest**

There were no declarations of pecuniary interest expressed.

**5 Mayor's Address**

It was a quiet month; I attended County Budget Meetings and budget was passed at County with a 6.8% increase. Reminder of Comprehensive Zoning By-Law Open House on February 11th at 5-7pm. Come and ask questions. The public meeting will be on February 18th, at 7pm any questions please submit in writing or email to the office so they can be compiled.

**6 Clerk's Report**

January was a busy month; year end has been completed. Also, I am sharing the update on status of cell towers in BLR, the towers that are now in service and what towers will be powered up in 2026.

**7 Delegations and/or Presentations**

**8 Adoption of Minutes from Previous Meetings**

**Resolution No:** 2026-02-04-02

**Moved By:** Iris Kauffeldt

**Seconded By:** Wayne Banks

"THAT we the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan hereby adopt the minutes of the Regular Council Meeting of January 7th, 2026 as presented."

**CARRIED**

**9 Committee and/or Staff Reports**

**9.1 Fire Chief Report for 2025**

**Resolution No:** 2026-02-04-03

**Moved By:** Kevin Quade

**Seconded By:** Sheldon Keller

"THAT Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan hereby accept the Fire Chief report as presented for information purposes only."

**CARRIED**

**10 Correspondance**

**Resolution No:** 2026-02-04-04

"THAT we the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan hereby accept the correspondence as circulated with the exception of item 10.3 and 10.4 to be brought back to the next Regular Meeting of Council."

**CARRIED**

**10.1 NWOR Donation Request BUSINESS CARD \$369.00**

**10.2 Sustainable Funding for Police Services Request**

**10.3 Collaborative Action on Sustainable Waste Management**

**10.4 OMERS Governance Changes and Bill 68**

**10.5 Call on Province of Ontario to Establish an Ontario Airport Capital Assistance Program (OACAP)**

**10.6 Nation Building Improvements to Highways 11/17**

**11 New Business**

- 11.1 MV & KHR Library Contracts**  
**Resolution No:** 2026-02-04-05  
**Moved By:** Iris Kauffeldt  
**Seconded By:** Wayne Banks

"That we the Council for the Township of Brudenell, Lyndoch and Raglan hereby approve both 2026 Madawaska and Killaloe Public Library contracts."

**CARRIED**

- 11.2 Letter of Support - Call to Action Justice and Protection of Canada's Children**  
**Resolution No:** 2026-02-04-05  
**Moved By:** Kevin Quade  
**Seconded By:** Wayne Banks

"Be it resolved that the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan support the Town of Aylmer's resolution regarding a Call to Action for Justice and Protection of Canada's Children.

And further that this resolution be forwarded to the Prime Minister of Canada, Premier of Ontario, the Attorney General of Ontario, Solicitor General of Ontario, the Minister of Justice and Attorney General of Canada, Renfrew Nipissing Pembroke MPP and MP, the Federation of Canadian Municipalities and all municipalities in Ontario."

**CARRIED**

- 11.3 Letter of Support - Call for Reform and Publication of the Ontario Sex Offender Registry**  
**Resolution No:** 2026-02-04-06  
**Moved By:** Wayne Banks  
**Seconded By:** Sheldon Keller

"Be it resolved that the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan support the City of Brantford's resolution regarding a Call for Reform and Publication of the Ontario Sex Offender Registry.

And further that this resolution be forwarded to the Prime Minister of Canada, Premier of Ontario, the Attorney General of Ontario, Solicitor General of Ontario, the Minister of Justice and Attorney General of Canada, Renfrew Nipissing Pembroke MPP and MP, the Federation of Canadian Municipalities, AMO and all municipalities in Ontario."

**CARRIED**

**11.4 Letter of Support - Support for Steel and Lumber Sectors**

**Resolution No:** 2026-02-04-07

**Moved By:** Kevin Quade

**Seconded By:** Sheldon Keller

“Be it resolved that the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan support the Township of Nairn & Hyman’s resolution regarding Support for the Steel and Lumber Sectors.

And further that this resolution be forwarded to the Prime Minister of Canada, Premier of Ontario, the Minister of Natural Resources and Forestry Minister of Northern Development, FONOM, Renfrew Nipissing & Pembroke MP and MPP, and all municipalities in Ontario.”

**CARRIED**

**11.5 Review of Special Events By-Law Draft**

**Resolution No:** 2026-02-04-08

**Moved By:** Iris Kauffeldt

**Seconded By:** Sheldon Keller

"THAT Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan hereby direct staff to proceed with the changes to the Draft Special Events By-Law as discussed by Council and further to bring back the updated Special Events By-Law and Schedule A to the next Regular Meeting of Council."

**CARRIED**

**11.6 Waste Site Fees Comparisons**

**Resolution No:** 2026-02-04-09

**Moved By:** Wayne Banks

**Seconded By:** Sheldon Keller

“THAT Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan hereby accept the Waste Site Fees Comparison Chart as information and direct staff to update the Waste Management By-Law to account for the Blue Box changes and to update the schedule of fees, as decided by council. And further that a notice be advertised in the paper, on the Township website and on social media with the draft by-law available to provide for Notice of Public Meeting in regards to the upcoming changes to the Waste Site Fees. Date of said meeting will be determined upon completion of the updates to the Waste Management By-Law.”

**CARRIED**

- 11.7 Request Re: Homestead Road**  
**Resolution No:** 2026-02-04-10  
**Moved By:** Wayne Banks  
**Seconded By:** Iris Kauffeldt

"THAT the Council of the Township of Brudenell, Lyndoch and Raglan hereby direct staff to notify Mr. Bradley that council will review the matter more upon a site inspection and solicitor review."

**12 Financial Report**

- 12.1 Remuneration and Expenses for Council - 2026**  
**Resolution No:** 2026-02-04-11  
**Moved By:** Iris Kauffeldt  
**Seconded By:** Sheldon Keller

"THAT Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan accept the Treasurers Statement of Remuneration and Expenses report as presented."

**CARRIED**

- 12.2 Arrears Report**  
**Resolution No:** 2026-02-04-12  
**Moved By:** Kevin Quade  
**Seconded By:** Iris Kauffeldt

"THAT Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan accept the arrears report as presented."

**CARRIED**

- 12.3 Set date for Budget Meeting**

Budget meeting set for February 25th at 7pm.

**13 By-Laws**

**13.1 Shoreline Road Allowance - Mantifel**

**Resolution No:** 2026-02-04-13

**Moved By:** Sheldon Keller

**Seconded By:** Iris Kauffeldt

"THAT the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan hereby adopt By-Law 2026-07 being a by-law to acquire and dedicate land as a public highway and to provide for the closing and stopping up of part of the original allowance for road along the shore of Raglan Lake lying in front of PT Lot 21, Concession 13, in the Geographic Township of Raglan, and for the transfer thereof to the owner of the abutting land, having been introduced and read a first and second time."

**CARRIED**

**13.2 Development Agreements - Kinder**

**Resolution No:** 2026-02-04-14

**Moved By:** Kevin Quade

**Seconded By:** Sheldon Keller

"THAT the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan hereby adopt By-Law 2026-08 being a by-law to authorize the entering into development agreements between the Corporation of the Township of Brudenell, Lyndoch and Raglan and Keith Kinder and the Estate of Lynn Wood, having been read a first, second and third time and finally passed."

**CARRIED**

**13.3 CSWB Plan**

**Resolution No:** 2026-02-04-15

**Moved By:** Iris Kauffeldt

**Seconded By:** Wayne Banks

"THAT the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan hereby adopt by-law 2026-09 being a by-law to adopt the amendments to the Community Safety and Wellbeing Plan (CSWBP) as adopted in 2019 and revised in 2021, having been read a first, second and third time and finally passed."

**CARRIED**

- 13.4 Zoning By-Law - Kushny**  
**Resolution No:** 2026-02-04-16  
**Moved By:** Wayne Banks  
**Seconded By:** Kevin Quade

"THAT the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan hereby adopt by-law 2026-10 being a by-law to amend By-Law Number 87-08 of the former Township of Brudenell and Lyndoch as amended, having been read a first, second and third time and finally passed."

**CARRIED**

**14 Closed Session**

- 14.1 To go into Closed**  
**Resolution No:** 2026-02-04-17  
**Moved By:** Sheldon Keller  
**Seconded By:** Iris Kauffeldt

"THAT we the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan go into closed session pursuant to the Municipal Act, 2001, Section 239 (2) for the purposes of subsection (b) two items regarding personal matters about an identifiable individual, including municipal or local board employees; and subsection (c) a proposed or pending acquisition or disposition of land by the municipality or local board."

**CARRIED**

- 14.2 To come out of Closed**  
**Resolution No:** 2026-02-04-18  
**Moved By:** Wayne Banks  
**Seconded By:** Sheldon Keller

"That Council comes out of closed at 9:15 pm."

**CARRIED**

**14.3 Report from Closed**

"In Closed Session Council received confidential information regarding two identifiable individuals and discussed the proposed acquisition of land by the Township for a columbarium."

- 14.4 Resolution from Closed #1**  
**Resolution No:** 2026-02-04-19  
**Moved By:** Sheldon Keller  
**Seconded By:** Wayne Banks

"THAT Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan hereby direct the Clerk-Treasurer to proceed with direction given in closed."

**CARRIED**

- 15 Confirmation By-Law**  
**Resolution No:** 2026-02-04-20  
**Moved By:** Kevin Quade  
**Seconded By:** Wayne Banks

"THAT we the Council for the Corporation of the Township of Brudenell, Lyndoch & Raglan hereby adopts By-Law 2026-11 being a By-Law to confirm the proceedings of the February 4th, 2026 Regular Meeting of Council, having been read a first, second and third time and finally passed."

**CARRIED**

- 16 Adjournment**  
**Resolution No:** 2026-02-04-21  
**Moved By:** Wayne Banks  
**Seconded By:** Kevin Quade

"THAT this meeting adjourns at 9:16 pm."

**CARRIED**

---

Mayor, Valerie Jahn

---

Clerk-Treasurer, Virginia Phanenhour