

**SPECIAL MINUTES – AGENDA 42**  
**CORPORATION OF THE TOWNSHIP OF LAIRD**  
**June 5, 2025, at 6:00 pm**  
**Laird Township Fairgrounds: 127 Lake George Road East**

Present: *Mayor:* Shawn Evoy  
*Councillors:* Matt Frolick, Wayne Junor, Todd Rydall,  
Brad Shewfelt  
*Staff:* Jennifer Errington, Ed Lapish, Glen Irwin  
*Guest:* Donnie Varcoe

---

1. **Call to Order**  
Mayor Evoy called meeting to order at 6:00 p.m.
2. **Declaration of Pecuniary Interest**
3. **Agenda Approval**  
#134-25  
Moved by: Matt Frolick  
Seconded by: Todd Rydall  
BE IT RESOLVED THAT Council hereby approves the June 5, 2025, agenda as presented.  
Carried.
4. **Delegations and Presentations**
5. **Adoption of Minutes of Previous Meeting**
6. **Adoption of Accounts**
7. **Staff and Committee Reports**
8. **Unfinished Business**
9. **New Business**
  - a. **Fairgrounds Site Visit**
    - i. **Review Lease Agreement Requirements** – Prior to season opening, Tennant shall provide payment (post-dated cheques), arrange for appropriate fire and medical services to be in attendance at the Premises during each race, structural engineer inspection of grandstands, and provide a certificate of insurance.
      - *Donnie Varcoe will provide the following documents prior to the first race:*
        1. *Structural Engineer Inspection of grandstands*
        2. *Certificate of Insurance*
        3. *Letter from Insurance not requiring fire and first aid attendance for test and tunes.*
    - ii. **LIR Site Visit as per lease agreement** – Walk through of premises, looking to see if grounds and structures are in good condition or require repairs.
      - *Donnie Varcoe agreed to complete the following items prior to the first race day:*
        1. *Repair chain-link fence at old entrance*
        2. *Repairs to the flag tower*
        3. *Repair/Replace wheelchair access platform*
        4. *Repair the bleacher access and seats as needed.*
      - *Access to the raceway will be barricaded on non-race days*

- *Donnie Varcoe agreed to remove the merchandise trailer at the end of the 2026 season.*
- *Council will discuss the end of year race event rental costs for the use of the whole grounds.*

- iii. **Pad Rentals** – reinstate rentals.
  - *Pad rentals to be addressed with the new rental agreement.*
- iv. **Public Washrooms** – Review plumber report, issues with lines.
  - *Donnie Varcoe will inspect water piping leaks under washroom. Council made it clear, as per Lease Agreement, that these repair costs are not Laird's to bear. Repairs should be completed by a licenced plumber. Drains for winterization should be completed with repairs. Donnie Varcoe will discuss with Laird prior to repairs proceeding. Laird would prefer to use our own plumber.*
  - *Council discussed the outstanding Karhi invoices and discussed that \$1,400 will be removed from the Karhi invoices for water haulage in 2024, the remainder will be split 50/50 by Laird and LIR as these costs fall under the lease agreement.*
- v. **Water System** – updates to water lines to LIR.
  - *Ed Lapish reported that the water lines have been installed and are tied in with LIR.*
- vi. **Ministry of Environment (MOE) Requirements** – Review the MOE report.
  - *Clerk Errington verbally reported that the Township will continue to fall under the Ministry of Environment (MOE) for the septic system. The Township will be required to complete an Environmental Compliance Approval.*
- vii. **Season Safety Requirements:**
  - Fire protection and First Aid services in place for the test and tunes.
  - Site-specific safety program and first aid kits for those working at LIR.
  - Training records for on-site workers (e.g. WHMIS, First Aid)
  - Training records for on-site supervisory staff.
  - *Donnie Varcoe prior to the first race day will provide:*
    1. *Copies of WHMIS training for workers*
    2. *Copies of First Aid training for workers*
    3. *Copy of Basics of Supervision training*

## 10. Notices of Motion

## 11. Closed Session

## 12. Communications and Correspondence

## 13. Mayor and Council Comments

## 14. By-laws

- a. 2055-25 Conformity By-law  
#135-25

Moved by: Wayne Junor

Seconded by: Matt Frolick

BE IT RESOLVED THAT Council adopts By-law 2055-25, being a by-law to confirm the proceedings of the meeting of Council held on June 5, 2025.

Carried.

15. **Adjournment**

#136-25

Moved by: Wayne Junor

Seconded by: Matt Frolick

BE IT RESOLVED THAT this Council shall now adjourn to meet again on June 19, 2025, at 6:00 p.m. or until the call of the chair.

Carried.

Mayor – \_\_\_\_\_  
Shawn Evoy

Clerk – \_\_\_\_\_  
Jennifer Errington