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1
AGENDA FOR REGULAR COUNCIL MEETING
Tuesday, August 12, 2025 – 6:00 p.m.



Join Zoom Meeting: <https://us02web.zoom.us/j/81209067210?pwd=iQT6F3Wzccb2luYINWU7xgXZMRcud8.1>

Meeting ID: 812 0906 7210

Passcode: 998508

1. CALL TO ORDER
Land Acknowledgement
2. APPROVAL OF AGENDA
Recommendation: BE IT RESOLVED THAT the agenda for the Regular Council Meeting of August 12th, 2025, be approved as circulated. (Alternatively, amendments to be noted; with approval as amended.)
3. DECLARATIONS OF PECUNIARY INTEREST
4. TOWN HALL SEGMENT
5. DEPUTATIONS
6. MINUTES OF PREVIOUS MEETINGS
 - 6.1 Minutes – Open Session Regular Council Meeting – July 22nd, 2025
Recommendation: BE IT RESOLVED THAT the Minutes of the Open Session of the Regular Council Meeting held on July 22nd, 2025, be approved as circulated. (Alternatively, corrections to be noted; with approval as amended.)
7. DISBURSEMENT LIST
 - 7.1 Payroll Report
 - 7.2 Payment Register
Recommendation: BE IT RESOLVED THAT Council approve the disbursements represented by electronic bank payments, check numbers 7516 to 7535 totalling \$85,780.19.
8. REPORTS FROM MUNICIPAL OFFICERS/OTHERS (As available)
 - 8.1 Clerk's Report
 - 8.2 Treasurer's Report
 - 8.3 Public Works Report (no report this meeting)
 - 8.4 Fire Chief's Report (verbal)
 - 8.5 Council Member Reports (verbal)
 - 8.6 Reports from Other Agencies: as listed in the Clerk's Report
Recommendation: BE IT RESOLVED THAT Council receive the reports presented as listed in Section 8 of this evening's agenda. (Alternatively, directions to Administration as per Council's determination)
9. NEW BUSINESS
 - 9.1 Council Meeting Schedule for 2026
 - 9.2 New Pumper Fire Truck – no new materials
10. BYLAWS
 - 10.1 Bylaw 2025-026 – Bylaw to Amend Bylaw 2025-001 – Set Fees
11. CORRESPONDENCE
List of Resolution Support Requests from other municipalities/provincial government
No resolutions to submit
12. UPCOMING MEETING DATES
Regular Council Meetings: August 26th; September 9th and 23rd; October 14th and 28th; November 12th (Wed) & 24th; and December 16th, 2025.

13. CLOSED SESSION

Recommendation: BE IT RESOLVED THAT, the time being ____ p.m., Council enter Closed Session under the authority of those paragraphs of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, for which the meetings were closed, to consider Item 13.1, being the Closed Session minutes of the Council meeting held July 22nd, 2025; and under the authority of paragraph 239(2)(b) and 239(2)(d) of the same legislation, to consider Item 13.2 and 13.3, involving personal matters about identifiable individuals and involving labour relations or employee negotiations.

13.1 Minutes – Closed Session Regular Council Meeting – July 22nd, 2025

13.2 Clerk's Report – Contract Accountability Services

13.3 HR Assistant's Report (verbal)

Recommendation: BE IT RESOLVED THAT, the time being ____ p.m., Council rise from Closed Session and report in Open Session

14. BUSINESS ARISING FROM CLOSED SESSION

Recommendation 1: BE IT RESOLVED THAT the Minutes of the Closed Session of the Regular Council Meeting held on July 22nd, 2025, be approved as circulated. (Alternatively, corrections to be noted; with approval as amended.)

Recommendation 2: BE IT RESOLVED THAT Administration be authorized to proceed as directed in Closed Session.

15. CONFIRMING BYLAW

By-law 2025-027 – To Confirm the Proceedings of the Meeting

Recommendation: BE IT RESOLVED THAT Bylaw 2025-027 be passed, and FURTHER, THAT the Mayor and the Clerk be authorized on behalf of the Township of Conmee to affix their signatures to By-law No. 2025-027, being a By-law to confirm the proceedings of this evening's meeting.

16. ADJOURN

Recommendation: There being no further business to conduct, the Mayor declares the meeting to be adjourned at ____ p.m.

MINUTES - REGULAR COUNCIL MEETING

Tuesday, July 22nd, 2025 – 6:00 pm

PRESENT	Mayor Sheila Maxwell Councillor Grant Arnold Councillor David Maxwell
REGRETS	Councillor Chris Kresack Councillor David Halvorsen
ALSO PRESENT	Karen Paisley, Clerk Leanne Maxwell, Treasurer Leonard Arps, Public Works Manager
VIRTUAL	Olabisi Akinsanya-Hutka, HR Assistant

1. CALL TO ORDER

Mayor Maxwell called the meeting to order at 6:01 p.m.
Mayor Maxwell provided a statement of land acknowledgement.

2. APPROVAL OF AGENDA

Public Works Manager requested that he provide his report to council early as he had a personal event to attend. Council agreed to have his report delivered after the scheduled deputation.

RESOLUTION 2025 – 151

Moved by: Councillor Kresack

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT the agenda for the regular council meeting of July 22nd, 2025, be approved as amended.

CARRIED

3. DECLARATIONS OF PECUNIARY INTEREST

No declarations were made.

4. TOWN HALL SEGMENT

No members of the public had registered to speak at the Town Hall Segment.

5. DEPUTATIONS

Gary Christian from North Superior Workforce Planning Board provided a deputation to Council with regard to regional market conditions. Mr. Christian presented a detailed overview of regional labour market trends, highlighting workforce shortages, aging demographics, and the need for skilled trades. He emphasized the importance of immigration, youth retention, and training access, highlighting the challenges in sectors such as trucking, healthcare, and forestry. Council discussed local impacts, including unsafe highways and insurance barriers for young drivers. Mr. Christian offered free access to regional labour data and planning tools to support municipal decision-making.

8. REPORTS FROM MUNICIPAL OFFICERS

8.4 Public Works Report

Mr. Arps provided an update on departmental activities. He reported that road maintenance efforts included the delivery and application of 74 loads of gravel in May and 114 loads in June. Calcium chloride was applied to Ilkka Drive to assist with dust control and road stabilization.

At the landfill, Bay City's backhoe remains in use while the Township's backhoe is undergoing repairs, with its return expected by the end of the following week. Due to the volume of material, the burn pile was relocated to a more open area to accommodate safe burning once weather conditions permit.

At the Conmee Cemetery, the water tank valve was replaced. There is existing signage on the water tank advising residents to shut off the valve. A timed shut off valve was discussed.

Mr. Arps also proposed the purchase of a brush implement with multiple attachments, including a sweeper and weed trimmer, at an estimated cost of \$1,500. The equipment would assist with maintaining visibility around signage and clearing debris in areas inaccessible to larger machinery.

Mr. Arps noted ongoing issues with improper garbage disposal at the landfill, particularly in the furniture drop-off area. Council discussed the need for improved signage and enforcement to ensure materials are deposited in the correct locations.

7:04 pm – Public Works Manager left the meeting.

6. MINUTES OF PREVIOUS MEETING(S)

6.1 Minutes – Regular Council Meeting – July 8th, 2025

Council present reviewed the minutes of the July 8th, 2025, Regular Council Meeting. Council requested an amendment be made to Councillor Kresack's report for clarity.

RESOLUTION 2025 - 152

Moved by: Councillor Maxwell

Seconded by: Councillor Arnold

BE IT RESOLVED THAT the minutes for the open session portion of the regular council meeting of July 8th, 2025, be approved as amended.

CARRIED

7. DISBURSEMENT LIST

7.1. Payroll Report

There was no payroll report scheduled for this evening's meeting.

7.2. Payment Register

Council reviewed the payment register, including electronic bank payments and cheque disbursements. No concerns were raised.

RESOLUTION 2025-153

Moved by: Councillor Maxwell

Seconded by: Councillor Arnold

BE IT RESOLVED THAT Council approved the disbursements represented by electronic bank payments, check numbers 7497 to 7515 totalling \$78,526.48.

8. REPORTS FROM MUNICIPAL OFFICERS

8.1. Clerk's Report

The Clerk provided an update on several administrative initiatives. She reported that the new Administrative Assistant had been successfully onboarded and was completing her CPR certification in August. The machine operator was registered for the Northern Road School Maintenance course, which supports future road supervisor certification. The Clerk secured the Rosslyn Recreation Centre as the venue for upcoming union negotiations and has requested the necessary insurance certificate from Conmee's insurance carrier. Microphone system upgrades were underway by Steve Lazar, with a Zoom test scheduled to ensure functionality. The Clerk also coordinated the kickoff meeting for asset management planning with PSD Citywide, inviting the mayor and other municipal departments. Waste bin management at the community hall was discussed, including a proposal from the food bank to reorganize bins and improve signage. They would also like a fastening system on the bin lids to deter bears. Council determined the first two bins should be garbage, and the third bin to be recycling. Finally, the Clerk and

Treasurer requested and received Council approval to attend the MFOA workshop in November, which will support their roles in upcoming budget planning.

8.2. Treasurer's Report

The Treasurer provided an update on the Township's Infrastructure Ontario loan application, noting that the application is currently facing challenges due to deficits recorded in 2020, 2022, and 2023. Auditors are scheduled to begin their 2024 review in September, and the 2020 fiscal year will drop off the five-year review window, which may improve the Township's eligibility. She also reported that tax arrears collection efforts are showing improvement, with the use of coloured notices. She's made referrals to RealTax for properties in arrears. Upcoming tax notices will include inserts outlining landfill and recycling procedures. The Treasurer also noted that she had taken two vacation days. Council approved the Clerk and Treasurer's request to attend the MFOA workshop scheduled for November.

8.3. Deputy Clerk-Treasurer's Report

No Deputy Clerk-Treasurer's Report was presented at this evening's meeting.

8.4. Public Works Report

Public Works Report was provided to Council after the deputation and is noted chronologically in these minutes.

8.5. Fire Chief's Report

The Fire Chief submitted a written report to Council. Although he was unable to attend the meeting due to work conflicts, Council reviewed the report and discussed several key items. The department is currently operating with limited personnel, as several members are on leave or unavailable due to work and personal commitments. Council noted that mutual aid support has been essential during recent calls, and that the department is under increased scrutiny from regulatory bodies regarding response times and equipment readiness. A recruitment open house is scheduled for August to encourage new volunteer participation. Council also discussed the importance of delegating operational responsibilities within the department and reviewed budget provisions for honorariums and incentives to support firefighter engagement and retention.

8.6. Council Member Reports

Mayor Maxwell noted that the Lakehead Rural Municipal Coalition (LRMC) will not reconvene until September, as the July meeting was cancelled due to a lack of correspondence and agenda items. She advised that she had been in and out of the municipal office over the past week, overseeing several facility-related tasks. These included coordinating the relocation of the office freezer due to excessive heat buildup in the utility room and purchasing bulletin boards for the back of the utility room door to organize facilities paperwork. The mayor also assisted facilities with extensive cleaning of the community rink in preparation for a weekend event, which involved pressure washing, sweeping, and water removal using a shop vacuum. She noted that the rink's lack of drainage remains a concern and recommended that future upgrades include a drainage solution. Additionally, she reported that a new large metal garbage can is needed at the Conmee Cemetery to collect debris such as sticks and branches. Mayor Maxwell confirmed her attendance at the upcoming asset management kickoff meeting with PSD Citywide.

Councillor Arnold expressed support for Mayor Maxwell's participation in the upcoming asset management kickoff meeting, emphasizing the value of Council involvement in infrastructure planning. He also noted that he would be part of the committee responsible for conducting employee performance reviews. Additionally, he stated that he planned to stop by the cemetery to observe the newly installed water valve.

Councillor Maxwell reported that he attended the Thunder Bay District Municipal League (TBDML) meeting on July 12, 2025, hosted in O'Connor. He noted that the meeting included a deputation from Thunder Bay District Social Services Board (DSSAB) and discussions on the designated truck route. He was asked whether other municipalities could join Conmee's delegation if a meeting with the Minister of Transportation is secured at the upcoming AMO conference, and he indicated he would bring the request to Council. Councillor Maxwell also reported that Rick Dumas, President of NOMA, requested a copy of Conmee's letter of opposition to the designated truck route to support regional advocacy. He further advised that he had spoken with Steve Lazar regarding the Council Chambers microphone system upgrades and confirmed that additional cabling and testing were scheduled. Councillor Maxwell also noted his upcoming participation in union negotiations and the need to complete a generator report before the end of the month.

8.7. Other Agencies' Reports

Council reviewed the other agency reports. These reports were listed in the Clerk's Report to Council. The reports were provided primarily for information purposes.

RESOLUTION 2025-154

Moved by: Councillor Maxwell

Seconded by: Councillor Arnold

BE IT RESOLVED THAT Council received the reports presented as listed in Section 8 of this evening's agenda.

CARRIED

9. NEW BUSINESS

9.1. Tax Adjustment Application

Council considered a request for a property tax adjustment related to the demolition of a structure located on Holland Road. MPAC issued revised assessments for the 2023, 2024, and 2025 taxation years. Following discussion, Council approved a 50% tax credit for the difference of the 2023 and 2024 taxation years, to be applied as a credit to the property owner's tax account.

Resolution 2025-155

Moved by: Councillor Maxwell

Seconded by: Councillor Arnold

BE IT RESOLVED THAT Council approve a tax adjustment for the property located on Holland Road, as recommended by MPAC, and that a 50% tax credit be applied to the difference in assessment for the 2023 and 2024 taxation years resulting from the demolition of the structure, with the credit to be reflected on the property owner's tax account.

CARRIED

9.2 New Pumper Fire Truck – Cost Comparisons

Council resumed discussions regarding the replacement of the aging pumper fire truck. The Treasurer advised that the Infrastructure Ontario loan application remains uncertain due to deficits in three of the past five fiscal years. Council acknowledged that a decision on financing would be contingent on Infrastructure Ontario's response. The Fort Garry Fire Trucks quote remains valid until August 22, 2025, and Council noted the need to act promptly should financing be secured. Alternatives such as phased budgeting or exploring other lending institutions were briefly discussed. The matter was deferred to a future meeting pending further financial information.

10. BY-LAWS

There were no bylaws presented at this evening's meeting.

11. CORRESPONDENCE

List of Resolution Support Requests from other Municipalities

Council reviewed the following resolutions for support:

11.1 Resolution Opposing Bill C-2, Section 77.5(1): Council resolution condemning proposed federal legislation that would criminalize lawful cash transactions over \$10,000, citing negative impacts on small businesses, charities, and rural communities. Calls for withdrawal of the amendment and broader consultation.

11.2 Resolution 2025-244 – Opposition to Proposed BESS Facility: Council resolution requesting a provincial moratorium on new Battery Energy Storage System (BESS) projects pending a science-based study and policy framework. Expresses local opposition to the Pegg's Mountain proposal and calls for industrial zoning restrictions for future BESS siting.

11.3 Request for Support: Northern Highway 11 and 17 Safety Act, 2025 (Bill 49):

Correspondence from MPP Lise Vaugeois requesting municipal endorsement of Bill 49, which proposes enhanced safety measures for Highways 11 and 17, including improved enforcement, certified driver testing, and Ministry-led winter maintenance.

RESOLUTION 2025-0156

Moved by: Councillor Arnold

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT Council supports the following correspondence items as presented under Item 11 of this evening's agenda:

The resolution opposing Bill C-2, Section 77.5(1), which proposes to criminalize cash transactions over \$10,000;

The resolution requesting a moratorium on new Battery Energy Storage System (BESS) facilities pending a science-based study and policy framework;

The request for support of Bill 49, the Northern Highway 11 and 17 Safety Act, 2025.

CARRIED

12. UPCOMING MEETING DATES

The list of upcoming regular Council meeting dates was available for review. No changes were proposed.

13. CLOSED SESSION

RESOLUTION 2025-0157

Moved by: Councillor Maxwell

Seconded by: Councillor Arnold

BE IT RESOLVED THAT the time being 8:24 pm, Council moved into closed session, under the authority of those paragraphs of the Municipal Act, 2001 (S.O. 2001, c. 25, as amended) for which it was authorized to be closed, to review Item 13.1, being the Closed Session minutes of the Council meeting held July 8th, 2025; and under the authority of paragraph 239(2)(d) of the same legislation, to consider Item 13.2, involving labour relations.

CARRIED

During closed session, the following procedural resolution was passed:

RESOLUTION 2025-158

Moved by: Councillor Maxwell

Seconded by: Councillor Arnold

BE IT RESOLVED THAT, the time being 9:17 pm, Council rise from closed session and report in open session.

CARRIED

Open session resumed.

14. REPORT FROM CLOSED SESSION

RESOLUTION 2025-159

Moved by: Councillor Arnold

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT the Closed Minutes of the Regular Council Meeting held on July 8th, 2025, be approved; AND, FURTHER, THAT Administration be authorized to proceed as directed in closed session.

CARRIED

15. CONFIRMING BY-LAW

By-law 2025-025

RESOLUTION 2025-160

Moved by: Councillor Arnold

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT By-law 2025-025 be passed;

AND, FURTHER, THAT the Mayor and Clerk be authorized on behalf of the Township of Conmee to affix their signatures to By-law No. 2025-025, being a By-law to confirm the proceedings of this evening's meeting.

CARRIED

16. ADJOURNMENT

There being no further business to attend to, the mayor declared the meeting adjourned at 9:21 pm.

Mayor Sheila Maxwell

Clerk Karen Paisley

Staff Payroll -July 4, 2025
 - July 18, 2025
 Council Payroll - July 30, 2025

	<u>Administration and</u>		
	<u>Public Works</u>	<u>Other</u>	<u>Total</u>
Wages	20,730.19	5,741.08	26,471.27
EI	466.21	129.00	595.21
CPP	1,128.13	213.10	1,341.23
RRSP	655.70		655.70
mileage	84.24	123.55	207.79
total	<u>23,064.47</u>	<u>6,206.73</u>	<u>29,271.20</u>

Township of Conmee Payment Register

Report Date

Batch: 2025-00121 to 2025-00125 2025-08-07 1:51 PM

Payment #	Vendor	Amount	
7516	BMO RRSP	134.54	
7517	MicroAge	550.53	
7518	Minister of Finance	7,062.09	
7519	MNP	10,678.50	audit
7520	Ryans Small Engine Service	609.07	service lawn tractor
7521	Thunder Bay DSSAB	8,027.00	
7522	Toodaloo Pest and Wildlife	110.74	
7523	Ultramar	746.81	
7524	VOID - Cheque Printing	0.00	
7525	Backstage	1,944.03	sound system in chambers
7526	BMO RRSP	134.54	
7527	Brandt	112.48	
7528	Cintas	143.00	
7529	City of Thunder Bay	17,982.00	EMS second quarter
7530	Lakehead Cleaners	118.94	
7531	Minister of Finance	8,612.81	policing
7532	NorthRock Engineering	3,559.50	monitor and sample
7533	Pollard Distribution Inc	13,677.08	calcium
7534	Spectrum Telecom Group Ltd	531.10	
7535	Ultramar	4,662.14	
	Total Cheque Payments	79,396.90	
93	TD Visa	1,948.36	training course
104	TD Visa	364.82	
123	Manulife	1,652.16	
261	TD Visa	71.16	
299	TBayTel	395.50	
300	TD Visa	1,112.92	
544	TD Visa	743.38	
847	Bell Canada	94.99	
	Total Electronic Payments	6,383.29	
	Total Payments	85,780.19	

Payments Printed: 28

**The Corporation of the Township of Conmee
Administrative Report**

Date: August 12, 2025

To: Mayor and Council

Subject: Administrative Activity Report

File Number: 01-C10-0000 Administrative Activity Reports

Submitted by: Karen Paisley Clerk

RECOMMENDATION:

For Council's information and direction as required.

BACKGROUND:

Administration's updates to Council on its ongoing activities

DISCUSSION:

Emergency Management Compliance

The Clerk continues to work toward full compliance with the Ministry of the Environment, Conservation and Parks (MECP) requirements for Community Emergency Management Coordinator (CEMC) training, delivered by Emergency Management Ontario (EMO). As Conmee's designated CEMC, formally recognized under Bylaw 2025-005 and Bylaw 1307 as of February 25, 2025, the Clerk has completed IMS 100 (Introduction to the Incident Management System) and is scheduled to attend EM 200 (Basic Emergency Management) on October 14–15. To maintain compliance, EM 300 and IMS 200 must be completed by the end of 2026.

A meeting with MECP field officers was scheduled for Friday, August 8, 2025, to review the Clerk's training progress and Conmee's emergency compliance reporting. A meeting of the Emergency Management Program Committee (EMPC) should also be scheduled in the near future.

AMCTO Fall Meeting

The Clerk and the Treasurer have received a save-the-date notice for the upcoming AMCTO Fall Meeting, scheduled for **Wednesday, October 1 to Friday, October 3, 2025**. The Township was fortunate to win complimentary registration for both attendees through a draw, and as such, there will be no cost to attend. Council's approval is respectfully requested for the Clerk and Treasurer to participate in this professional development opportunity.

Personnel Review and HR Contract Update

On Friday August 8, prior to meeting with the EMO field officers, the Clerk participated in her scheduled personnel review and also took part in the HR Assistant's review in the afternoon of the same day. It is noted that the HR Assistant's contract expires on August 15, 2025. A draft

renewal contract has been prepared and is included in the closed session agenda package for Council's review and sign-off.

Ontario Heritage Award Nomination

The Ontario Heritage Trust is accepting nominations for the Lieutenant Governor's Ontario Heritage Award for Excellence in Conservation. This award recognizes exceptional efforts in preserving and promoting Ontario's cultural heritage.

The Thunder Bay Military and Police Museum, located at 7 Hume Road in Conmee, has shown outstanding dedication to heritage conservation through its volunteer-led initiatives. The museum has been contacted and is enthusiastic about being nominated. The Clerk seeks Council's endorsement and authorization to proceed with submitting a nomination on behalf of the Township, in collaboration with the museum.

AMO Conference Delegation Inquiry

The Clerk contacted NOMA administration to ask whether they had received a response from the Ministry of Transportation (MTO) regarding delegation meetings at the upcoming AMO conference. NOMA confirmed that their meeting with MTO had been scheduled and offered to forward Conmee's inquiry to the appropriate MTO staff. MTO has since responded, advising that delegation meetings are still being finalized.

August Newsletter

The Clerk successfully compiled and distributed the August Newsletter, incorporating all items requested by Council. Topics included updates on the cemetery, landfill operations, and the Volunteer Fire Department's upcoming open house.

Food Bank Loading Dock and Garbage Bin Update

At Council's direction, the Clerk contacted several concrete companies to obtain quotes for the Food Bank loading dock entry. One formal and one informal quote have been received, with two additional quotes expected shortly. Once all quotes are in, they will be presented to Council for review.

During a discussion with one of the Food Bank executives, they offered to explore the possibility of assisting with the cost of repairing the loading bay entry, which may help offset expenses.

The Clerk also contacted the Food Bank executive regarding the garbage bins behind the community centre. The Food Bank confirmed that they own the bins and were simply informing the Township of their organizational plans for volunteer use. It is recommended that all future communications between the Food Bank executive and Council be coordinated through the designated Council liaison to ensure clear and consistent communication.

2026 Council Meeting Dates

Under Item 9.1 in New Business, Council will be discussing proposed dates for the 2026 Council meetings. To support this discussion, the Clerk has provided a marked 2026 calendar outlining potential meeting dates, including considerations for statutory holidays and the municipal election. This calendar is included in the agenda package for Council's review and feedback.

Other Agency Reports – 8.7

1. TBDSSAB Board Newsletter – July 25, 2025
2. NOMA and Thunder Bay Chamber of Commerce Media Release – Softwood Lumber
3. NOMA AGM & Conference – Save the Date

**The Corporation of the Township of Conmee
Administrative Report**

Date: August 12, 2025
To: Mayor and Council
Subject: Treasurer Report
Submitted by: Leanne Maxwell

RECOMMENDATION:

This report is for Council's information and discussion

BACKGROUND:

The Treasurer reports to Council, at regular council meetings, as necessary, on her activities

FOR INFORMATION:

Infrastructure Ontario – the information that was found regarding the deficits was forwarded to IO. They advised that we wait until the 2024 financial statements are completed and apply again.

Tax Notices – tax notices were mailed out on August 6.

FOR DISCUSSION:

Bylaw 2025-001 – an omission was made under Cemetery Services. The fees for an interment for an urn were not included. An amending bylaw is submitted for Council's approval.

From: [TBDSSAB Communications](#)
To: [Conmee Clerk](#)
Subject: TBDSSAB Update from the Board: June 2025 Meeting
Date: July 25, 2025 4:32:28 PM

[View this email in your browser](#)



Update from the Board

TBDSSAB Board Newsletter | July 25, 2025

[Click Here to Download as PDF](#)

- [Message from the Chair](#)
- [Next Meeting](#)
- [Spotlight: Director, Corporate Services](#)
- [Spotlight: 2025 AMO Conference](#)
- [Board Reports: June 19, 2025](#)
- [Feedback](#)

Message from the Chair

Please find below the latest issue of Update from The Board, the monthly newsletter from the Board of Directors of The District of Thunder Bay Social Services Administration Board.

Please circulate to members of your respective Municipal Councils and Local Roads Boards.

The purpose of this newsletter is to keep our municipal stakeholders informed about TBDSSAB activities by providing an overview of TBDSSAB Board information and reports following all monthly meetings.

Some highlights from the June meeting:

- Administration gave a [presentation to the Board about Homelessness Programs](#).
- The Board was presented with information related to program investments and growth, including the 2025-26 HPP investment plan and the child care direct growth targets. The related reports are linked below.
- The Board was presented with draft advocacy position papers for the upcoming Association of Municipalities of Ontario 2025 AMO Conference. More details on that in the spotlight below.

Since our last meeting, CEO Ken Ranta was invited to speak to the Thunder Bay District Municipal League on July 12. The presentation covered the service systems for homelessness and child care in the district, as well a brief overview of levy and budget. Thank you to TBDML for the invitation.

In closing: please note that our Board will not be meeting again until September. I hope you all get the chance to soak in our beautiful Northwestern Ontario summer.

Thank you,

Brian Hamilton
Chair, TBDSSAB

This edition of Update from the Board covers TBDSSAB's Board meeting on June 19, 2025, as well as key initiatives taking place in this time span.

Our aim is to provide an overview of TBDSSAB Board information and reports in a timely manner following all monthly meetings.

Next Meeting

The next Board meeting will be held **Thursday, September 18, 2025 at 10:00am.**

The Board meeting is scheduled to take place in person. For more information about Board meetings, please visit the [Board Meetings page](#) on our website.

Spotlight: Director, Corporate Services



Please join us in extending a warm welcome to Richard Jagielowicz, our incoming Director of Corporate Services. Richard joined TBDSSAB on May 21.

Richard Jagielowicz – he/him

Director, Corporate Services

Richard.Jagielowicz@tdssab.ca

Richard joins TBDSSAB after 14 years with Doane Grant Thorton. Born and raised in Thunder Bay, Richard has experience providing assurance and advisory services to a wide range of clients in the public, private, not-for-profit and government sector. Richard has an Honours Bachelor of Commerce, Accounting from Lakehead University, CPA designation, and is a Chartered

Business Valuator (CBV). Richard has also taught accounting, assurance, and finance courses to undergraduate and graduate students as a contract lecturer at Lakehead University since 2018.

Spotlight: 2025 AMO Conference

Representatives from The District of Thunder Bay Social Services Administration Board (TBDSSAB) will be joining more than 2,500 participants at the Association of Municipalities of Ontario's 2025 AMO Conference in Ottawa from August 17-20.

The annual conference is an opportunity for municipal officials and service system managers to work together on solutions to today's big challenges, to learn, and to create new opportunities that benefit communities. In addition to the conference program, attendees will take part in hundreds of delegation meetings with provincial ministries.

TBDSSAB has requested delegation meetings with Ministers to discuss five advocacy position papers at the 2025 AMO Conference. TBDSSAB's advocacy topics include:

1. Child care workforce development: RECE wage structure
2. COCHI and OPHI Investment in the District of Thunder Bay
3. Challenges faced by community housing providers in LTB application processes
4. Funding for a 2-year community policing pilot project
5. Funding for the development of supportive housing stock

TBDSSAB's advocacy position papers can be viewed on our website:

<https://www.tbdssab.ca/board/reports/>

Board Reports: June 19, 2025

Proposed Budget Schedule

Download: [RPT 2025-20-CS 2026 Proposed Budget Schedule](#) (PDF)

HPP 2025-26 Investment Plan

Download: [RPT 2025-21-ISS HPP 2025-26 Investment Plan](#) (PDF)

CEO AMO 2025 Position Papers

Download: [RPT 2025-22-CEO AMO 2025 Position Papers](#) (PDF)

ISS Child Care Direct Growth Targets

Download: [RPT 2025-23-ISS Child Care Direct Growth Targets](#) (PDF)

Memo To Board: Cancellation of July Board Meeting

Download: [MEM to Board Cancellation of July Board Meeting 2025May23](#) (PDF)

Memo To Board: Signing Authorization Summer Months

Download: [MEM To Board Signing Authorization Summer Months 2025Jun6](#) (PDF)

Board reports for past meetings are available on our website:
<https://www.tbdssab.ca/board/reports>

Feedback

We appreciate feedback and comments regarding the content of this newsletter.

Contact:

Carole Lem, Communications & Engagement Officer

E: Carole.Lem@tbdssab.ca T: 807-766-4219



We send monthly emails to municipal partners and local roads boards within The District of Thunder Bay. Our aim is to keep our municipal stakeholders informed about TBDSSAB activities by providing an overview of TBDSSAB Board information and reports following all monthly meetings.

Our mailing address is:

The District of Thunder Bay Social Services Administration Board
231 May St S
Thunder Bay, ON P7E 1B5
Canada

[Add us to your address book](#)

Want to change how you receive these emails?

You can [update your preferences](#) or [unsubscribe from this list](#).



Representing the Districts of Kenora, Rainy River and Thunder Bay
 P.O. Box 10308, Thunder Bay, ON P7B 6T8
www.noma.on.ca
 p. 807.683.6662 e. admin@noma.on.ca



FOR IMMEDIATE RELEASE

July 28, 2025

NOMA AND THUNDER BAY CHAMBER OF COMMERCE CONDEMN U.S. DECISION TO RAISE SOFTWOOD LUMBER DUTIES, THREATENING NORTHERN COMMUNITIES AND JOBS

THUNDER BAY, ON – The Northwestern Ontario Municipal Association (NOMA) and the Thunder Bay Chamber of Commerce are expressing deep concern following the U.S. Department of Commerce’s decision on Friday to significantly increase anti-dumping duties on Canadian softwood lumber to 20.56%. This represents a dramatic escalation in trade barriers for a sector vital to Northwestern Ontario’s economy and future.

“Forestry is the economic lifeblood of communities across Northwestern Ontario,” said Rick Dumas, NOMA President. **“This unjustified and protectionist action will have a direct and harmful impact on workers, families, Indigenous communities, and local economies throughout our region.”**

This increase intensifies uncertainty for mills, contractors, and forestry-dependent municipalities—many of whom are facing significant ongoing economic challenges. Canadian lumber producers have faced **unjust and punitive duties** since the expiry of the last Softwood Lumber Agreement in 2016. The cumulative cost of these tariffs—now totalling **over \$10 billion** CAD—has directly undermined investment, innovation, and the long-term viability of the sector.

Charla Robinson, President of the Thunder Bay Chamber of Commerce, added: **“These rising duties threaten the stability of businesses and the livelihoods of thousands of people in Thunder Bay and across Northwestern Ontario. Our region relies on a strong, sustainable forestry sector. We urge all levels of government to work together to defend our interests and restore fair access to the U.S. market.”**

NOMA and the Thunder Bay Chamber of Commerce call on the Government of Canada and the Province of Ontario to:

- Make the softwood lumber dispute an urgent national priority and engage with U.S. officials for a fair and timely resolution;
- Accelerate legal challenges under CUSMA/NAFTA and the WTO to overturn these punitive duties; and,



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- Work in close partnership with forest-sector stakeholders to develop mitigation measures and economic supports that protect communities from further harm.

“We stand united with our forestry workers and industry partners,” added Dumas. “Fair and predictable access to the U.S. market is essential—not just for our region, but for the economic health of communities right across Canada.”

-30-

For media inquiries, please contact:

Northwestern Ontario Municipal Association (NOMA)

Jason Veltri, Executive Coordinator

admin@noma.on.ca

(807) 683-6662

www.noma.on.ca

Thunder Bay Chamber of Commerce

Charla Robinson, President

charla@tbchamber.ca

(807) 624-2620

www.tbchamber.ca

From: [Jason Veltri](#)
Subject: SAVE THE DATE: NOMA 2026 AGM & Conference - Thunder Bay
Date: August 6, 2025 2:51:29 PM
Attachments: [image001.png](#)
[image003.png](#)

Good afternoon,

NOMA is excited to announce the **SAVE THE DATE** for the **2026 NOMA AGM & Conference to be held April 22 to 24, 2026 at the Valhalla Hotel and Conference Centre in Thunder Bay, ON.**



The graphic features the NOMA logo (Northwestern Ontario Municipal Association) in the top left. The main text on a dark blue background reads "2026 NOMA CONFERENCE & AGM" in large white and teal letters. Below this, it says "SAVE THE DATE" in white, followed by "APRIL 22 TO APRIL 24, 2026", "Valhalla Hotel & Conference Centre", and "Thunder Bay, ON". At the bottom left, it notes "Hosted by Kenora District Municipal League". On the right side, there is a photograph of a large conference room with many people seated at round tables, facing a stage with two large screens displaying the event information.

noma
Northwestern Ontario
Municipal Association

**2026
NOMA
CONFERENCE & AGM**

SAVE THE DATE

APRIL 22 TO APRIL 24, 2026
Valhalla Hotel & Conference Centre
Thunder Bay, ON

Hosted by Kenora District Municipal League

Information on workshops, speakers, and sponsorship opportunities will be available this fall. If you are interested in receiving these details as soon as they are released, please reach out to be added to our contact list. **You can sign up here for the [mailing list](#)**

Hotel room blocks and special conference rates at the Valhalla Hotel and other local accommodations will open in late 2025. Additional information on conference hotels and rates will be shared soon.

We look forward to welcoming you back to Thunder Bay, with this year's event proudly hosted by our colleagues from the Kenora District Municipal League.

For any questions about the 2026 Conference, please don't hesitate to contact us.

See you in April 2026!

Jason



Jason Veltri
Executive Coordinator

(807) 683 - 6662
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admin@noma.on.ca

**NORTHWESTERN
ONTARIO MUNICIPAL
ASSOCIATION**

**P.O. Box 10308
Thunder Bay, ON, P7B 6T8**

My work day may look different than yours. There is no expectation to read or respond to this email outside of your normal working hours. I am also honoured to live and work on the traditional territory of Fort William First Nation, signatory to the Robinson-Superior Treaty of 1850.

Thank you to our amazing 2025 Sponsors & Supporters!

Proudly supported by: [Northern Ontario Heritage Fund Corporation](#)

Diamond/Keynote: [Nuclear Waste Management Organization \(NWMO\)](#), [Hydro One](#), [Enbridge Gas Inc.](#)

Platinum/Speaker: [Intact Public Entities](#), [OPG](#), [IESO](#)

Lanyard Sponsor: [Ontario Forest Industries Association](#)

Gold: [LAS](#), [PH&N Institutional/One Investment](#)

Bronze/Entertainment: [TBT Engineering Ltd.](#), [Municipal World](#), [CLAC](#), [MPAC](#), [Chantelle Bryson | Potestio Law](#), [Quest Canada](#)

Refreshment: [Municipal Finance Officers' Association \(MFOA\)](#), [Munisoft](#)

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FONOM
Federation of Northern Ontario Municipalities



THE **FONOM** BOARD INVITE YOU TO THE

NORTHERN HOSPITALITY SUITE

Thank you to our partners



7 - 10 PM | MONDAY, AUGUST 18, 2025

**BONAVENTURE SUITE
SUITE 2318 - WESTIN HOTEL**

Calendar for Year 2026 (Canada) ²⁵



January						
S	M	T	W	T	F	S
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27	28	29	30	31		

Jan 1 • New Year's Day	May 18 • Victoria Day	Oct 12 • Thanksgiving Day	Council Meetings	Municipal Election:
Feb 16 • Family Day	Jul 1 • Canada Day		January 13 & 27	Monday October 26
Apr 3 • Good Friday	Aug 3 • August Civic Holiday	Nov 11 • Remembrance Day	February 10 & 24	Inaugural Council Meeting:
Apr 6 • Easter Monday	Sep 7 • Labour Day		March 10 & 24	Thursday November 19
		Dec 25 • Christmas Day	April 7 & 21	First Regular Council Meeting:
		Dec 26 • Boxing Day	May 12 & 26	Tuesday December 8 (or 15?)
			June 9 & 13	
			July 14 & 28	
			August 11 & 25	
			September 8 & 21	
			October 13	

THE CORPORATION OF THE TOWNSHIP OF CONMEE

BY-LAW # 2025-026

Being a Bylaw to Amend Bylaw No. 2025-001; a Bylaw to Set Fees and Charges for Certain Municipal Services

WHEREAS Subsection 391(1) of the *Municipal Act, 2001*, S.O. 2001, Chapter 25, as amended, authorizes municipalities to impose fees and charges for services or activities provided by the municipality;

AND WHEREAS Council for The Corporation of the Township of Conmee enacted Bylaw No. 2025-001 on January 14, 2025, to establish fees and charges for municipal services;

AND WHEREAS Council deems it necessary to amend Section 4.02 of Bylaw No. 2025-001 to include fees for opening and closing burial plots for urns;

NOW THEREFORE the Council of The Corporation of the Township of Conmee enacts as follows:

1. Amendment to Section 4.02 – Cemetery Services

Section 4.02 of Bylaw No. 2025-001 is hereby amended by adding the following paragraphs:

“The fee to open and close a burial plot for urns during business hours (9:00 a.m. to 4:00 p.m.) in summer is \$125.00. Opening and closing plots after hours or on weekends or holidays requires an additional payment of \$125.00.”

“The fee to open and close a burial plot for caskets during business hours (9:00 a.m. to 4:00 p.m.) in summer is \$450.00. Opening and closing plots after hours or on weekends or holidays requires an additional payment of \$125.00.”

2. Effective Date

This bylaw shall come into force and take effect upon its passing.

Enacted and passed this 12th day of August, 2025.

THE CORPORATION OF THE
TOWNSHIP OF CONMEE

Mayor Sheila Maxwell

Clerk Karen Paisley

THE CORPORATION OF THE TOWNSHIP OF CONMEE

BY-LAW # 2025-027

Being a By-law to confirm the proceedings of Council at its meeting.

Recitals:

Subsection 5(3) of the Municipal Act, 2001, S.O. 2001, Chapter 25, as amended, requires a municipal Council to exercise its powers by by-law, except where otherwise required.

Council from time to time authorizes action to be taken which does not lend itself to an individual by-law.

The Council of The Corporation of the Township of Conmee deems it desirable to confirm the proceedings of Council at its meeting by by-law to achieve compliance with the Municipal Act, 2001.

ACCORDINGLY, THE COUNCIL FOR THE CORPORATION OF THE TOWNSHIP OF CONMEE ENACTS AS FOLLOWS:

1. Ratification and Confirmation

The actions of this Council at its meeting held August 12th, 2025, with respect to each motion, resolution and other action passed and taken by this Council at the meeting, are adopted, ratified and confirmed as if such proceedings and actions had been expressly adopted and confirmed by by-law.

1. Execution of all Documents

The Mayor of the Council and the proper officers of the Township are authorized and directed to do all things necessary to give effect to the actions authorized at the meeting, and/or to obtain approvals where required, and except where otherwise provided, the Mayor and Clerk are authorized and directed to execute all necessary documents and to affix the Corporate Seal of the Township to such documents.

Passed this 12th day of August, 2025.

THE CORPORATION OF THE
TOWNSHIP OF CONMEE

Mayor Sheila Maxwell

Clerk Karen Paisley