

MINUTES - REGULAR COUNCIL MEETING

Tuesday, October 14th, 2025 – 6:00 pm

PRESENT Mayor Sheila Maxwell
PRESENT VIRTUALLY Councillor Grant Arnold
Councillor David Maxwell

REGRETS Councillor Chris Kresack

ALSO PRESENT Karen Paisley, Clerk
Leanne Maxwell, Treasurer
Robb Day, Fire Chief

PRESENT VIRTUALLY Olabisi Akinsanya-Hutka, HR Assistant

1. CALL TO ORDER

Mayor Maxwell called the meeting to order at 6:00 pm
Mayor Maxwell provided a statement of land acknowledgement.

2. APPROVAL OF AGENDA

The Clerk advised that additional background information was added to Item 9.2 – Structural Inspection, specifically a proposal from JML Engineering. The proposal was included in the Council package and marked confidential under Section 239(2)(i) of the Municipal Act, 2001. Council reviewed the agenda and approved it as amended.

RESOLUTION 2025 – 201

Moved by: Councillor Arnold

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT the agenda for the regular council meeting of October 14th, 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

No deputations were scheduled for this meeting.

6. MINUTES OF PREVIOUS MEETING(S)

6.1 Minutes – Regular Council Meeting – September 23rd, 2025

Council present reviewed the minutes of the September 23rd, 2025, Regular Council Meeting. An amendment was requested by the Clerk to correct a reference in the Public Works report from “Hydro One” to “OPG.”

RESOLUTION 2025 - 202

Moved by: Councillor Maxwell

Seconded by: Councillor Arnold

BE IT RESOLVED THAT the minutes for the open session of the regular council meeting of September 23rd, 2025, be approved as amended.

CARRIED

HB SM

7. DISBURSEMENT LIST

7.1. Payroll Report

Council reviewed the Payroll Report. There were no questions for the Treasurer.

7.2. Payment Register

Council reviewed the payment register, including electronic bank payments and cheque disbursements. There were no questions for the Treasurer.

RESOLUTION 2025-203

Moved by: Councillor Arnold

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT Council approved the disbursements represented by electronic bank payments, cheque numbers 7582 to 7597 totalling \$40,748.46.

8. REPORTS FROM MUNICIPAL OFFICERS

8.1. Clerk's Report

The Clerk provided updates on several grant applications submitted for the Fire Department, including FireSmart, Fire Protection, and Mental Health Supports for Public Safety Personnel.

The 2024 audit is underway, with BDO conducting site visits in late September and early October. Asset management work continues with PSD Citywide, including internal and public surveys.

The Clerk and Treasurer attended the AMCTO Fall Conference, and the Clerk participated in the Amethyst Sector meeting with EMO field staff. Emergency Management 200 training is currently in progress.

A cybersecurity incident was promptly addressed by MicroAge, with insurance notification and follow-up meetings held. A report will be provided to Council by MicroAge.

A request was received from the Institute on Lake Superior Geology (ILSG) to access the Briggs Road gravel pit for a geological tour. By consensus, Council approved the tour. A review of dog control practices was also provided, and Council supported maintaining the current complaint-based enforcement approach.

Council confirmed that Mayor Maxwell, Councillor Arnold, and the Clerk will attend the ROMA 2026 Rural Leaders Conference. Three rooms have been booked, and early bird registration will be completed by the end of October.

8.2. Treasurer's Report

The Treasurer reported that no arrears notices were mailed due to the Canada Post strike. The final property tax payment deadline is October 29, and arrears continue to decline. The 2024 audit is expected to be completed by mid-to-late November. ROMA registration will be completed before the early bird deadline.

8.3. Public Works Report

No report for this meeting.

8.4. Fire Chief's Report

The Fire Chief reported three calls in September: two medical and one motor vehicle collision. He attended FireCon and completed the Fire Investigator course, pending final evaluation. Two members completed Firefighter II training, and three new members are joining the department. Flow testing was completed on Pumpers 75 and 76, with repairs noted. The Chief and one member will attend wildland/urban interface training offered by Thunder Bay Fire.

The Chief discussed the need for improved water access and proposed a standpipe installation by OPG. He also emphasized the importance of shared services and district-wide wildland fire response. Council discussed the possibility of appointing the Fire Chief as a Municipal Law Enforcement Officer to issue fines under the burning and fireworks bylaws. The Clerk is reviewing the requirements.

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HR Assistant joined the meeting at 6:59 pm

8.5. Council Member Reports

Mayor Maxwell reported attending the DTR meeting with neighbouring municipalities to discuss the impacts of Thunder Bay's truck route bylaw. Council supported pursuing a deputation with the Minister of Transportation and gathering support letters from the Lakehead Board of Education and student transportation services. A petition is also being considered. The mayor also discussed upcoming community events.

Councillor Arnold reported attending LRCA and Thunder Bay District Health Unit meetings, including interviews for the new CAO and Medical Officer of Health. He registered for the October 24 LAS session "Show Me the Money".

Councillor Maxwell reported on generator maintenance and advised that he would complete a generator test prior to the upcoming hall rental. During this discussion, the Clerk informed Council of a resident's concern regarding Tbaytel's infrastructure and its ability to maintain service during the planned power outage. The Clerk contacted Tbaytel and is awaiting a formal response, which will be shared with Council once received. Councillor Maxwell also assisted with battery replacement on Pumper 75.

8.6. Other Agencies' Reports

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

RESOLUTION 2025-204

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.

9. NEW BUSINESS

9.1 Conmee Fire Department Enabling Bylaw

Council reviewed the draft Fire Department Enabling Bylaw. The Clerk incorporated recommendations from the Acting Clerk and identified outstanding items requiring legal review. Council directed that the draft bylaw be forwarded to a municipal lawyer for review prior to consideration for adoption.

Chief Day left the meeting at 7:45 pm.

9.2 Structural Inspection – Five Bridges and a Culvert - Update

Council received an update regarding structural inspections of five bridges and one culvert. A proposal for a pre-design report for the Enders Road Bridge was circulated. Council deferred discussion to the next meeting to allow time for review and input from the Public Works Manager.

9.3 Hall Rentals – Process and Forms

Council discussed the hall rental process and associated forms. The Clerk presented a consolidated package of existing documents. Council agreed that the Community Centre Rental Form should remain the primary booking tool and that the process should be streamlined for smaller events. The Clerk will work with Mayor Maxwell to revise and simplify the forms and bring a revised package back to Council for review.

At 7:58 pm, a resident entered the Council Chambers and was invited to speak. The individual expressed concern about the planned Hydro One power outage scheduled for October 15, 2025, and its potential impact on Tbaytel's infrastructure, particularly for residents without cell service. The Clerk advised that

RP SM

she had contacted Tbaytel earlier that day and was informed that infrastructure upgrades had been made to improve battery life. A follow-up email from Tbaytel is expected and will be shared with Council once received. The resident departed Council Chambers at 8:12 pm. This input was received outside the designated Town Hall Segment and was accommodated during Council's discussion of Item 9.3.

10. BY-LAWS

There were no by-laws scheduled for this meeting.

11. CORRESPONDENCE

List of Resolution Support Requests from other Municipalities:

Council reviewed the following resolutions for support:

11.1-1 City of Dryden – Swimming Curriculum

Council reviewed a resolution from the City of Dryden requesting support for the addition of swimming lessons to the Ontario education curriculum.

Resolution 2025-205

Moved by: Councillor Arnold

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT the Council of the Township of Conmee supports the resolution from the City of Dryden requesting the addition of swimming lessons to the Ontario education curriculum;
AND FURTHER THAT this resolution be forwarded to the City of Dryden, the Minister of Education, MPP Kevin Holland, and the Association of Municipalities of Ontario (AMO).

CARRIED

11.1-2 City of North Bay – NORDS Program

Council reviewed a resolution requesting that the Northern Ontario Resource Development Support (NORDS) program be made permanent.

Resolution 2025-206

Moved by: Councillor Arnold

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT the Council of the Township of Conmee supports the resolution from the City of North Bay requesting that the Northern Ontario Resource Development Support (NORDS) program be made permanent;
AND FURTHER THAT this resolution be forwarded to the City of North Bay, the Minister of Northern Development, the Minister of Agriculture, Food and Agribusiness, the Minister of Infrastructure, the Minister of Natural Resources, MPP Kevin Holland, and the Association of Municipalities of Ontario (AMO).

CARRIED

11.1-3 Municipality of Brighton – Electoral Reform

Council reviewed a resolution calling on the provincial and federal governments to enact electoral reform. No action taken.

11.1-4 City of Kitchener – Paper Billing Fees

Council reviewed a resolution requesting that the province grandfather out paper billing and permit municipalities to charge fees for new accounts opting for paper delivery. Council did not support the proposal, citing concerns about accessibility and fairness. No action taken.

UPCOMING MEETING DATES

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

JP SM

13. CLOSED SESSION

RESOLUTION 2025-207

Moved by: Councillor Arnold

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT the time being 8:35 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 September 23rd, 2025; and under the authority of paragraph 239(2)(b) and 239(2)(d) of the same legislation, to consider Item 13.2, as listed in the agenda, involving personal matters about identifiable individuals and involving labour relations or employee negotiations.

CARRIED

During closed session, the following procedural resolution was passed:

RESOLUTION 2025-208

Moved by: Councillor Arnold

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT, the time being 8:40 pm, Council rise from closed session and report in open session.

CARRIED

Open session resumed.

14. REPORT FROM CLOSED SESSION

RESOLUTION 2025- 209

Moved by: Councillor Maxwell

Seconded by: Councillor Arnold

BE IT RESOLVED THAT the Closed Minutes of the Regular Council Meeting held on September 23rd, 2025, be approved; AND FURTHER, THAT Administration be authorized to proceed as directed in closed session.

CARRIED

15. CONFIRMING BY-LAW

By-law 2025-034

RESOLUTION 2025-210

Moved by: Councillor Maxwell

Seconded by: Councillor Arnold

BE IT RESOLVED THAT By-law 2025-034 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. 2025-034, being a By-law to confirm the proceedings of this evening's meeting.

CARRIED


RP gm

16. ADJOURNMENT

There being no further business to attend to, the mayor declared the meeting adjourned at 8:41 pm.



Mayor Sheila Maxwell



Clerk Karen Paisley

