

MINUTES - REGULAR COUNCIL MEETING  
Tuesday, September 24th 2024 – 6:00 pm



PRESENT: Mayor Sheila Maxwell  
Councillor David Maxwell (virtual)  
Councillor Grant Arnold (virtual)  
Councillor Chris Kresack  
Councillor David Halvorsen

ALSO PRESENT: Shara Lavalley, CAO/Clerk  
Kyle Foekens, Senior Machine Operator  
Robb Day, Fire Chief  
Tara Wupori, Deputy Clerk-Treasurer  
Leanne Maxwell, Treasurer  
Olabisi Akinsanya-Hutka, HR Assistant (virtual)

REGRETS: Len Arps, Public Works Manager

1. CALL TO ORDER

Mayor Maxwell called the meeting to order at 6:00 p.m.

Mayor Maxwell provided a statement of land acknowledgement.

2. APPROVAL OF AGENDA

**RESOLUTION 2024-0188**

**Moved by Councillor Arnold**

**Seconded by Councillor Kresack**

BE IT RESOLVED THAT the agenda for the regular council meeting of September 24th, 2024 be approved

**CARRIED**

3. DECLARATIONS OF PECUNIARY INTEREST

None

4. DEPUTATIONS

None

5. MINUTES OF PREVIOUS MEETING(S)

5.1. Minutes – Regular Council Meeting – September 10th 2024

**RESOLUTION 2024-0189**

**Moved by Councillor Maxwell**

**Seconded by Councillor Arnold**

BE IT RESOLVED that the Minutes of the Regular Council Meeting held on Sept 10th 2024 be approved

**CARRIED**

Mayor \_\_\_\_\_  
Clerk \_\_\_\_\_

6. DISBURSEMENT LIST

- 6.1. Payroll Report
- 6.2. Payment Register

**RESOLUTION 2024-0190**

**Moved by Councillor Arnold**

**Seconded by Councillor Kresack**

BE IT RESOLVED that Council approve the disbursements represented by Check Numbers 7095 through 7111 totalling \$30,393.57 and electronic bank payments totalling \$4,908.95, for a grand total of \$35,302.52

**CARRIED**

7. REPORTS FROM MUNICIPAL OFFICERS

- 7.1. Clerk's Report

The MBLEO responded to complaints regarding dogs running at large. One Owner was given a warning; next time a fine will be issued. Another Owner is being monitored as the Complainant declined to make an official complaint. The reports were filed at the office.

The co-op student started on Wednesday September 19th. He will be at the office in the mornings for the entire semester. He will be attending the morning portions of the AMCTO zoning meeting with the rest of the staff (no registration cost).

The Conmee Fire Department Auxiliary requests permission to use the Conmee Community Centre parking lot during the winter for its bottle drives. The Clerk has no concerns with the request, provided the Auxiliary informs the Facilities Manager of the day/time and there are no conflicts with rentals/events. Council had no concerns; permission shall be granted.

The office shall investigate the potential funding opportunities through the NOHFC Rural Community Enhancement Stream and the Intact Insurance Municipal Climate Resiliency grant.

- 7.2. Public Works Report

Maintenance included grading and work at the landfill. Nineteen loads of gravel was hauled and spread on Pokki Road. All the road signs were inspected and will be replaced as necessary.

Senior Machine Operator Foekens left at 6:14 p.m.

- 7.3. Fire Chief Report

Discussions continue at the Mutual Aid Zone meetings regarding the new training requirements which take effect in July 2026. In the future, the Mutual Aid agreement may transition into Automatic Aid depending on the Conmee VFD's capability.

No emergency calls for the month of September. The Pumper is back in service but should be replaced soon.

A complaint was made regarding Councillor Kresack (who is also a VFD member) on the grounds that he did not avoid conflicts of interest during current personnel and mechanical issues. Under By-Law 1194, Councillor Kresack had the opportunity to speak to Council regarding the complaint. He explained the reasoning behind his decision to speak with the mechanic regarding Pumper 75 and his decision to call a special council meeting to relay his findings. He conceded that a different course of action should have been taken and shall do so in the future. Councillor Kresack resigned as VFD member and thus shall no longer have any potential conflicts of interest in the role as Councillor. Council declined to take further action.

Fire Chief Day left council chambers at 6:32 p.m.

Mayor \_\_\_\_\_  
Clerk \_\_\_\_\_

7.4. Councillor Reports

Mayor Maxwell attended several HR meetings with Fire Chief, Deputy Fire Chief, VFD members and the HR Assistant. She attended the annual roads inspection. She is scheduled to attend an EMPC meeting.

Councillor Arnold requested that a letter be sent to the MTO regarding the recent accidents on the highway Council agreed with the request. Councillor Arnold attended the monthly TBDHU – financial restraints are being felt in the staffing and servicing. He attended the annual roads inspection. He had a meeting with the office staff (as Office Liaison) and received the formal resignation of the CAO/Clerk. He is scheduled to attend LRCA and EMPC meetings.

Councillor Halvorsen attended the LRPB meeting and the LPSB meeting.

Councillor Maxwell completed CCOHS training and attended the roads inspection.

Councillor Kresack attended the Rural Cupboard Food Bank meeting. He attended the roads inspection.

7.5. Other Agencies' Reports  
Filed

8 NEW BUSINESS

8.1 Hiring Process – CAO/Clerk  
8.1.1 Resignation – CAO/Clerk Lavallee

The Hiring Committee shall be composed of the Mayor, Councillor Arnold and HR Assistant Hutka. The position shall be for a Clerk. The Hiring Committee was delegated with the recruitment and selection of the new Clerk. Council shall be updated at future meetings.

9 BY-LAWS  
none

10 CORRESPONDENCE

10.1 NOMA letter of support for *Solve the Crisis* Campaign  
10.1.1 News Release – OBCM launches *Solve the Crisis* Campaign regarding homelessness

Council directed that a letter of support be sent.

10.2 Township of O'Connor – resolution requesting that the Province of Ontario consider establishing a funding program specifically for the purchase of fire trucks

**RESOLUTION 2024-0191**

**Moved by Councillor Halvorsen**

**Seconded by Councillor Maxwell**

BE IT RESOLVED that the Council of the Township of Conmee supports the resolution by the Township of O'Connor requesting that the Province of Ontario consider establishing a funding program specifically for the purchase of fire trucks

AND THAT copies of this resolution be forwarded to Premier Ford, Minister of Municipal Affairs and Housing, Minister of Finance, Minister of Infrastructure, Minister of Forestry, Ontario Solicitor-General, MPP Kevin Holland (Thunder Bay – Atikokan), ROMA, NOMA, and AMO

**CARRIED**

Mayor \_\_\_\_\_  
Clerk \_\_\_\_\_

10.3 Tillsonburg – resolution regarding cellular coverage concerns

**RESOLUTION 2024-0192**

**Moved by Councillor Maxwell**

**Seconded by Councillor Arnold**

BE IT RESOLVED that the Council of the Township of Conmee supports the resolution by the Town of Tillsonburg regarding cellular coverage concerns and the need to prioritize infrastructure

AND THAT copies of this resolution be forwarded to Federal Minister of Innovation, Science and Industry of Canada; Federal Minister of Export Promotion, International Trade and Economic Development; MP Marcus Powlowski; and MPP Kevin Holland (Thunder Bay – Atikokan)

**CARRIED**

10.4 Other correspondence

**11 UPCOMING MEETING DATES**

October 8 <sup>th</sup> , 2024	Regular Council Meeting
October 22 <sup>nd</sup> , 2024	Regular Council Meeting
November 12 <sup>th</sup> , 2024	Regular Council Meeting
November 26 <sup>th</sup> , 2024	Regular Council Meeting
December 17 <sup>th</sup> , 2024	Regular Council Meeting
January 14 <sup>th</sup> , 2025	Regular Council Meeting
January 28 <sup>th</sup> , 2025	Regular Council Meeting
February 11 <sup>th</sup> , 2025	Regular Council Meeting
February 25 <sup>th</sup> , 2025	Regular Council Meeting
March 11 <sup>th</sup> , 2025	Regular Council Meeting
March 25 <sup>th</sup> , 2025	Regular Council Meeting
April 9 <sup>th</sup> , 2025	Regular Council Meeting
April 23 <sup>rd</sup> , 2025	Regular Council Meeting

**12 CLOSED SESSION**

**RESOLUTION 2024-0193**

**Moved by Councillor Arnold**

**Seconded by Councillor Kresack**

BE IT RESOLVED THAT, the time being 7:30 p.m., Council resolve into closed session, under the authority of paragraph 239(2)(b) and (d) of the Municipal Act, 2001 to discuss Item 12.2 regarding human resources

AND under the authority of those paragraphs of the Municipal Act, 2001 for which they were authorized to be closed, to review the minutes of the closed session of the meetings of September 10th 2024

**CARRIED**

12.1 Closed Minutes – September 10th 2024

12.2 Human Resources - VFD

**RESOLUTION 2024-0194**

**Moved by Councillor Halvorsen**

**Seconded by Councillor Maxwell**

BE IT RESOLVED THAT, the time being 8:03 p.m., Council rise from closed session and report in open session

AND THAT the Closed Minutes of the Regular Council Meeting held on September 10th 2024 be approved

AND THAT Administration proceed as directed

**CARRIED**

Mayor \_\_\_\_\_

Clerk \_\_\_\_\_

13 CONFIRMING BY-LAW

13.1 By-law 1467 – To Confirm the Proceedings of the Meeting

**RESOLUTION 2024-0195**

**Moved by Councillor Maxwell**

**Seconded by Councillor Kresack**

BE IT RESOLVED THAT By-law 1467 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. 1467, being a By-law to confirm the proceedings of this evening's meeting.

**CARRIED**

14 ADJOURNMENT

Meeting was adjourned at 8:04 p.m.

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Mayor Sheila Maxwell

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Clerk Shara Lavallee