

MINUTES - REGULAR COUNCIL MEETING

Tuesday, June 25th, 2025 – 6:30 pm

PRESENT Mayor Sheila Maxwell
Councillor Chris Kresack
Councillor David Maxwell

REGRETS Councillor David Halvorsen
Councillor Grant Arnold

ALSO PRESENT Karen Paisley, Clerk
Leanne Maxwell, Treasurer
Leonard Arps, Public Works Supervisor

PRESENT VIRTUALLY Olabisi Akinsanya-Hutka, HR Assistant

1. CALL TO ORDER

Mayor Maxwell called the meeting to order at 6:35 p.m.
Mayor Maxwell provided a statement of land acknowledgement.

2. APPROVAL OF AGENDA

Councillor Maxwell requested the addition of Item 9.2: Designated Truck Route.

RESOLUTION 2025 – 123

Moved by: Councillor Kresack

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT the agenda for the regular council meeting of June 25th, 2025, be approved as amended.

CARRIED

3. DECLARATIONS OF PECUNIARY INTEREST

Declarations of pecuniary interest were made in relation to matters scheduled for discussion under Item 13, Closed Session, specifically regarding identifiable individuals and labour relations.

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 evening's meeting.

6. MINUTES OF PREVIOUS MEETING(S)

6.1 Minutes – Regular Council Meeting – June 10, 2025

Council present reviewed the minutes of June 10, 2025, Regular Council Meeting. No amendments were proposed.

RESOLUTION 2025 - 124

Moved by: Councillor Kresack

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT the minutes for the open session portion of the regular council meeting of June 10, 2025, be approved as circulated.

CARRIED

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7. DISBURSEMENT LIST

7.1. Payroll Report

There was no payroll report presented at this meeting.

7.2. Payment Register

Council reviewed the payment register. Councillor Maxwell inquired about the Pollard invoice, which had increased from the previous year. The Public Works Supervisor advised that further details would be provided in his report.

RESOLUTION 2025-125

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

BE IT RESOLVED THAT Council approved the disbursements represented by electronic bank payments, check numbers 7460 to 7481 totalling \$191,298.20.

8. REPORTS FROM MUNICIPAL OFFICERS

8.1. Clerk's Report

The Clerk provided a report outlining several administrative updates. Interviews for the Administrative Assistant position were underway and expected to conclude within two weeks. All Food Cyclor units had been picked up by residents, with a few additional residents expressing interest in purchasing remaining units. Fort Garry Fire Trucks agreed to extend the quote for the new pumper truck until August 22, 2025, noting that while the truck price is expected to remain stable, chassis pricing may fluctuate due to supply constraints. Twin City Industrial was contacted and is preparing a quote for a new pumper truck, including both a new build and a potential conversion option. The Acting Clerk had not responded to follow-up inquiries regarding the Conmee Community Foundation. Legal counsel confirmed the foundation was not yet established due to unsigned incorporation documents. Council directed the Clerk to dissolve the initiative and notify legal counsel accordingly. Audio equipment upgrades for Council meetings were confirmed to be on order. The Clerk also followed up with the Food Bank and confirmed that the Pharaoh ants were not an issue.

8.2. Treasurer's Report

The Treasurer provided a verbal report. The Township's auditor is working to complete the 2023 financial statements by June 30, 2025, to meet Infrastructure Ontario's financing deadline. If the deadline is missed, the Township would be required to submit 2024 financial statements, potentially delaying financing approval by several months. Council emphasized the importance of proceeding with the fire truck purchase to avoid cost increases and regulatory changes, including upcoming DEF (diesel exhaust fluid) requirements. Updates were provided on rink netting improvements. The Treasurer proposed using budgeted funds for overhead repairs and reimbursing the account if grant funding is received.

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

The Public Works Supervisor reported that calcium application was completed on several roads, with adjustments made to maximize coverage within budget. Repairs were made to a culvert on Hunt Road following heavy rainfall. Gravel hauling was completed on multiple roads, with 73 loads delivered over nine days. Signage updates were underway, including the purchase of new stop signs and check warning

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signs. Infrastructure funds were being used strategically to cover eligible road and culvert work. Concerns were raised about water misuse at the cemetery tank, and a new valve system was being considered to prevent waste. The Public Works Supervisor and Council discussed ongoing issues with frost heaving and unevenness at the food bank's loading dock. Several solutions were proposed, including replacing the existing asphalt with a concrete pad and using insulation to mitigate frost heave. The Clerk was directed to contact local concrete contractors for advice and quotes. The goal is to complete the work before winter.

8.5. Fire Chief's Report

No formal report was presented. The Clerk noted that the Fire Chief had shared information about a grant opportunity for mental health support for first responders. The Clerk and Fire Chief will collaborate on the application.

8.6. Council Member Reports

Mayor Maxwell reported that she attended a graduation event held at the community hall, where the facility received positive feedback from attendees. She noted that she observed several areas in need of attention, including the janitorial storage room and kitchen, which she described as disorganized and in need of deep cleaning. She committed to undertaking cleaning and reorganization efforts over the summer. Mayor Maxwell also completed maintenance on the municipal gardens, including weeding, trimming, and applying mulch. She added two small cedar shrubs to discourage foot traffic through a garden bed near the playground. Additionally, she removed debris from the furnace room.

Councillor David Maxwell reported that he conducted a generator inspection in preparation for a planned Hydro One outage affecting approximately 7,900 customers. He assisted the Assistant Facilities Manager with stage setup for the graduation event and committed to helping dismantle it. He also addressed issues at the community hall, including shutting off the stereo system and heating, which had been left on unnecessarily.

Councillor Chris Kresack reported attending the Food Bank meeting on June 18, 2025. He relayed concerns raised by the Food Bank regarding the condition of the loading dock area and their request that repairs be completed before winter. He participated in a discussion with Council regarding potential solutions and confirmed that the Food Bank had previously been advised that the Township is responsible for the maintenance of the area. Councillor Kresack also noted a discrepancy in the scheduling of Food Bank meetings and requested that the meetings be scheduled for the second Tuesday of each month.

8.7. Other Agencies' Reports

Council reviewed the other agency reports. The reports were provided primarily for information purposes.

RESOLUTION 2025-126

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

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

CARRIED

RD SM

9. NEW BUSINESS

9.1. Lakehead Rural Planning Board – Notice of Public Hearing

Council reviewed the notice of public hearing regarding a proposed severance at the corner of Hunt Road and Enders Road. Members discussed the proposed lot configuration and noted that any future entrance would be subject to municipal approval at the time of development. Council had no objections to the proposed consent. The Clerk was asked to confirm the Township's position with the Planning Board.

9.2 Designated Truck Route (DTR)

Council discussed the City of Thunder Bay's decision to implement a Designated Truck Route (DTR) and the anticipated impacts on surrounding municipalities. Council directed Administration to prepare a letter to the Minister of Transportation, Premier of Ontario, and MPP Kevin Holland outlining the Township's concerns.

Public Works Manager left the council meeting at 8:02 pm.

10. BY-LAWS

10.1 Waste Management Bylaw – By-law 2025-020

Council reviewed the proposed updates to the Township's landfill bylaw.

RESOLUTION 2025 – 127

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

BE IT RESOLVED THAT By-law 2025-020 be read a first time.

CARRIED

RESOLUTION 2025 – 128

Moved by: Councillor Kresack

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT By-law 2025-020 be read a second time.

CARRIED

RESOLUTION 2025 – 129

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

BE IT RESOLVED THAT By-law 2025-020 be read a third time and final time and passed this 25th day of June, 2025.

CARRIED

TP SM

11. CORRESPONDENCE

List of Resolution Support Requests from other Municipalities

Council reviewed a request for support from another municipality regarding proposed provincial legislation.

RESOLUTION 2025 – 130

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

BE IT RESOLVED THAT Council supports the resolutions from the Township of Black River-Matheson, Prince Edward County, and the Town of Bradford West Gwillimbury as presented in Section 11 of this evening's agenda.

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 2025-0131

Moved by: Councillor Kresack

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT the time being 8:23 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 on the agenda, being the minutes of the closed session from the meeting of June 10th, 2025; and under the authority of paragraph 239(b), and 239(d) of the same legislation in order to consider Items 13.2 and 13.3 of the agenda, regarding personal matters about identifiable individuals and labour relations.

CARRIED

During closed session, the following procedural resolution was passed:

RESOLUTION 2025-132

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

BE IT RESOLVED THAT, the time being 9:00 pm, Council rise from closed session and report in open session.

CARRIED

Open session resumed.

14. REPORT FROM CLOSED SESSION

RESOLUTION 2025-133

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

BE IT RESOLVED THAT the Closed Minutes of the Regular Council Meeting held on June 10th, 2025, be approved; AND, FURTHER, THAT Administration be authorized to proceed as directed in closed session.

CARRIED

JP SM

15. CONFIRMING BY-LAW

By-law 2025-021

RESOLUTION 2025-134

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

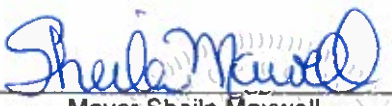
BE IT RESOLVED THAT By-law 2025-021 be passed;

AND, FURTHER, THAT the Mayor and Clerk be authorized on behalf of the Township of Conmee to affix their signatures to By-law No. 2025-021, 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 9:02 pm.



Mayor Sheila Maxwell



Clerk Karen Paisley