

## MINUTES - REGULAR COUNCIL MEETING

Tuesday, April 22nd, 2025 – 6:00 pm



PRESENT	Mayor Sheila Maxwell Councillor Grant Arnold Councillor David Maxwell
PRESENT VIRTUALLY	Councillor Chris Kresack
REGRETS	Councillor David Halvorsen
ALSO PRESENT	Karen Paisley, Clerk Leanne Maxwell, Treasurer Leonard Arps, Public Works Supervisor

### 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**

#### **RESOLUTION 2025 – 074**

Moved by: Councillor Arnold

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT the agenda for the regular council meeting of April 22<sup>nd</sup>, 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**

Jennifer Hess, Manager of Investment Services for the Municipal Finance Officers' Association and Keith Taylor, Chief Investment Officer with ONE Investment, addressed Council with respect to using their services to assist with investing municipal income to fund capital expenses. ONE Investment is a not-for-profit organization partnered with LAS, which is the business arm of AMO, the Association of Municipalities of Ontario, and CHUMS, which is a subsidiary of the municipal Finance Officers Association. All associations involved are not for profit organizations. These agencies mandate is to help service investment needs for the municipal sector of the province. Ms. Hess and Mr. Taylor provided an overview of their functions and advised investments can be a valuable tool to offset tax-based pressures. They provided suggestions for investments such as high interest savings accounts and a portfolio of diversified investments, emphasizing the importance of aligning investment strategies with Conmee Township's financial objectives. Mayor Maxwell thanked them for their deputation and advised Council will discuss and direct the Administrative staff after Council has an opportunity to discuss.

### 6. **MINUTES OF PREVIOUS MEETING(S)**

#### 6.1. Minutes – Regular Council Meeting – April 8<sup>th</sup>, 2025

Members present reviewed the minutes. No errors or omissions were noted.

#### **RESOLUTION 2025 - 075**

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

BE IT RESOLVED THAT the minutes for the open session portion of the regular council meeting of April 8<sup>th</sup>, 2025, be approved, as amended.

**CARRIED**

## **7. DISBURSEMENT LIST**

### **7.1. Payroll Report**

There was no Payroll Report for this meeting.

### **7.2. Payment Register**

Council began the payment register review but did not complete it due to Council entering into closed session. Council did not return to item 7.2. The Clerk has placed the payment register for this meeting on the agenda for the May 13, 2025 meeting.

## **CLOSED SESSION**

### **RESOLUTION 2025-076**

**Moved by: Councillor Arnold**

**Seconded by: Councillor Maxwell**

BE IT RESOLVED THAT the time being 6:34 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, in order to consider Item 13.1, being the Closed Session minutes of the Council meeting held April 8<sup>th</sup>, 2025; and, under the authority of paragraph 239(2)(b) and 239(2)(d) of the same legislation, in order to consider Item 13.2, 13.3, and added Item 13.4, involving personal information about identifiable individuals and involving labour relations or employee negotiations.

**CARRIED**

During closed session, the following procedural resolution was passed:

### **RESOLUTION 2025-077**

**Moved by: Councillor Maxwell**

**Seconded by: Councillor Arnold**

BE IT RESOLVED THAT, the time being 7:00 p.m., Council rise from closed session and report in open session.

**CARRIED**

Council stood down for a brief recess

Council resumed in open session at 7:05 p.m.

## **8. REPORTS FROM MUNICIPAL OFFICERS**

### **8.1. Clerk's Report**

Clerk Paisley overviewed the Clerk's report to Council and responded to questions. In addition to the information in the report, the Clerk advised PSD Citywide had provided a charter for the Clerk to sign with no change to the amount as discussed at the last council meeting. The Clerk contacted PSD Citywide to determine why there was no change and was told they had confused us with another municipality, so the cost remained the same. The original amount had been approved by Council. The Clerk advised Council her Clerk 1 training is now completed. In order to fit in conferences, the training, and preparation for the council meeting into the short week, the Clerk attended the office on the Friday statutory holiday to complete the agenda package for this council meeting and completed the final assignment for her course. The Clerk requested council approve her lieu time submitted at time and ½ for working on the statutory holiday. This was approved by Council. The Clerk would like to investigate the option and cost of using a program called eScribe to record council meetings, which other municipalities are using. The Clerk for the City of Thunder Bay has offered to demonstrate the eScribe platform to the Conmee Clerk in person at their office. The Clerk is directed by Council to get a quote for the cost of this platform. The Clerk informed Council that Minister Jill Dunlop and Deputy Minister Bernie Derbille were attending the municipal office and the fire hall on Thursday April 24<sup>th</sup> at 10:30 a.m. The Fire Chief and Treasurer will be in attendance and will show them items purchased with the community emergency preparedness grant that administration had successfully applied for and received. The Clerk reviewed correspondence from other agencies, which were provided for Council's information and review.

8.2. Treasurer's Report

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

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 overviewed his report to Council and responded to questions. In addition to the information provided, Mr. Arps reported ongoing road maintenance, including scarifying and grading in worst-hit areas and he has plans to add more gravel when grading the roads.

He plans to remove the wing from the grader and truck as warmer weather approaches. Council noted improvements in road conditions. Mr. Arps advised that there are new regulations requiring video documentation for safety checks, leading to increased costs. The steamer was repaired last year but it's still problematic, with a recent invoice of \$1300. The backhoe has persistent issues with hydraulic pumps and extensive troubleshooting and there is a potential high cost for repairs including hydraulic pump replacement and system flush. There have been previous repairs completed on the brush head, which may need to be replaced. Council suggested a potential trade-in for the brush head. Mr. Arps has completed sign inventory, and he plans on ordering new signs with gas tax or infrastructure money. There are plans to replace a collapsing culvert on Hunt Road.

8.5. Fire Chief's Report

No Fire Chief's Report was presented at this evening's meeting.

8.6. Council Member Reports

Mayor Maxwell advised she, the Treasurer, the Clerk, and Councillor Maxwell reviewed the budget. Minor adjustments were made, resulting in the budget presented to Council for this meeting. The next LRMC meeting she will be attending is on May 20<sup>th</sup>. Mayor Maxwell will be withdrawing from firefighter training due to health issues but will continue with the EFR in a different capacity. Discussions with the Clerk are ongoing regarding forming the social committee with parties who have expressed an interest. The Clerk and Mayor Maxwell will review the union agreement before meeting with the HR Advisor, Shawn Koza. She would like to assist administration this summer by reviewing and organizing the landfill card system to ensure proper usage.

Councillor Arnold attended the Thunder Bay District Health Unit Board of Directors meeting on April 16<sup>th</sup>. He will be attending NOMA and the Lakehead Region Conservation Authority meeting this week. He provided materials from the TBDHU meeting to the Clerk and suggested they be included in the newsletter. Councillor Arnold has several personal matters that affect his schedule and will try to attend council meetings virtually.

Councillor Maxwell contacted Steve Lazar regarding the activation of the council chambers' microphones. Mr. Lazar will inform Councillor Maxwell of the cost. Councillor Maxwell advised he attended the budget meeting on April 18<sup>th</sup>.

Councillor Kresack reported the next meeting for the Food Bank is after the May 13<sup>th</sup> council meeting. It will be the annual general meeting with elections for the board, with the regular meeting to follow after.

8.7. Other Agencies' Reports

These reports were listed, for information, and discussed during the Clerk's report at Item 8.1.

**RESOLUTION 2025-078**

**Moved by: Councillor Arnold**

**Seconded by: Councillor Maxwell**

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. Draft 2025 Budget

A revised draft budget was provided in the agenda package. Council discussed the budget for approval. By consensus the budget is approved and will be tabled to complete the bylaws required.

## 9.2 Draft Letter to the City of Thunder Bay

Mayor Maxwell noted that the LPMC is expected to send out communications to mayors ahead of the May 20th deadline. The draft letter was reviewed and deemed satisfactory, with a suggestion to wait for other municipalities to submit their letters before forwarding it. Mayor Maxwell proposed reaching out to Reeve Wright, Chair of the LPMC with a copy of the draft letter to seek support and coordination. It was agreed that letters from each municipality would have a significant impact, and a deadline of May 10th was recommended for submitting support letters. The importance of including the Ministry of Transportation and MPP Holland in the communications was noted, and Councillor Arnold suggested that MPs and MPPs receive copies of the letter post-election due to the significance of the Trans-Canada Highway.

## 10. BY-LAWS

### 10.1 Bylaw 2025-011 – to amend bylaw 1426 – appointing the Fire Chief effective January 9, 2025

#### **RESOLUTION 2025-079**

**Moved by:** Councillor Maxwell

**Seconded by:** Councillor Kresack

BE IT RESOLVED THAT By-law 2025-011 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. 2025-011, being a by-law to amend bylaw 1426 – appointing the Fire Chief effective January 9, 2025.

## 11. CORRESPONDENCE

### List of Resolution Support Requests from other Municipalities

Council reviewed the list of resolutions. Council expressed its desire to support all resolutions listed.

#### **RESOLUTION 2025-080**

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

BE IT RESOLVED THAT: the Corporation of the Township of Conmee Council supports the April 15, 2025 correspondence of the Township of Tillsonburg regarding opposition to Proposed Amendments to O.Reg. 530/22 to Expand Strong Mayor Powers; and that this supporting resolution and the originating correspondence be circulated to Premier Doug Ford, MPP Rob Flack - Minister of Municipal Affairs and Housing, MPP Kevin Holland – Thunder Bay Atikokan, MPP Lise Vaugeois – Thunder Bay-Superior North, MPP Lisa Thompson - Minister of Rural Affairs, Association of Municipalities of Ontario (AMO), and the Township of Tillsonburg.

#### **RESOLUTION 2025-081**

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

BE IT RESOLVED THAT: the Corporation of the Township of Conmee Council supports the March 17, 2025 correspondence of the City of Peterborough with regard to discontinuing the usage of X, formerly known as Twitter as a social media platform; and that this supporting resolution and originating correspondence be circulated to the Association of Municipalities of Ontario (AMO).

## 12. UPCOMING MEETING DATES

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

## 13. CLOSED SESSION

Closed session was held earlier in the meeting. Council entered into closed session at 6:34 p.m. and rose from closed session at 7:00 p.m.

#### 14. REPORT FROM CLOSED SESSION

##### **RESOLUTION 2025-082**

**Moved by: Councillor Arnold**

**Seconded by: Councillor Kresack**

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

**CARRIED**

#### 15. CONFIRMING BY-LAW

a. By-law 2025-012

##### **RESOLUTION 2025-083**

**Moved by: Councillor Maxwell**

**Seconded by: Councillor Kresack**

BE IT RESOLVED THAT By-law 2025-012 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. 2025-012, 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 8:11 p.m.

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Mayor Sheila Maxwell

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Clerk Karen Paisley