



MINUTES - REGULAR COUNCIL MEETING
January 10th, 2023 – 6:00 pm

PRESENT: Mayor Sheila Maxwell
Councillor Grant Arnold
Councillor Chris Kresack
Councillor David Maxwell

ALSO PRESENT: Shara Lavalley, CAO/Clerk
Leonard Arps, Public Works Manager
Nikita Cava, Deputy Clerk-Treasurer Intern
Nadia Kukkee, Treasurer

REGRETS: Councillor David Halvorsen

1. CALL TO ORDER
Mayor Maxwell called the meeting to order at 6:00 PM.

2. APPROVAL OF AGENDA

RESOLUTION NO 2023-001

Moved by: Councillor Arnold

Seconded by: Councillor Maxwell

BE IT RESOLVED that the Agenda for the January 10th 2023 be approved

CARRIED

3. DECLARATIONS OF PECUNIARY INTEREST
None

4. DEPUTATIONS
None

5. MINUTES OF PREVIOUS MEETING(S)
5.1. Minutes - Regular Council Meeting – December 20th 2022

RESOLUTION NO 2023-002

Moved by: Councillor Arnold

Seconded by: Councillor Maxwell

BE IT RESOLVED that the Minutes of the Regular Meeting of Council held on Dec 20th 2022 be approved

CARRIED

Mayor _____
Clerk _____

6. DISBURSEMENT LIST

6.1 Payroll – Nov 2022 and Dec 2022

Received for information.

7. REPORTS FROM MUNICIPAL OFFICERS

7.1. Clerk's Report

MPP Holland is expected to visit the office in the near future. As a recipient of the NOHFC intern grant, MPP Holland wishes to see, tour and learn about how the funds impacted our office. He will also be doing a social media post. It will also be an opportunity to discuss any concerns or comments about the Township and how he can assist the Township.

The annual EMO compliance paperwork was submitted on Dec 21st 2022. Initial review by the EMO Field Officer is that it is complete and the Township met its compliance requirements. Effective Dec 22nd 2022, municipalities are not required to conduct the annual practice exercise in a year wherein it handled an emergency for 48 hours.

7.2. Treasurer's Report

7.2.1. Arrears Report

Overall decrease in total arrears and fewer properties in arrears. No properties were eligible for tax sale at the time of the report. Collection efforts are ongoing. The 2022 audit by BDO will start in mid-January 2023. Budget discussions are being scheduled for the 2023 budget.

7.3. Public Works Report

Pokki Road has been temporarily shortened; the western portion will no longer be maintained during the winter due to the extreme snow drifts. Appropriate signage will be put in place to notify road users. There are no residences on the closed portion; however, notification will be sent to the affected property owners as a courtesy. Council discussed other methods available to reduce snow drifts.

7.4. Councillor Reports

Mayor Holland reported on the Social Committee movie night. She also attended interviews for the Facility Manager and Assistant Facility Manager positions.

Mayor _____
Clerk _____

Councillor Arnold attended a meeting with the Board of Health.
Councillor Maxwell attend a TBDML meeting.

Councillor Kresack intends to attend a Rural Cupboard Food Bank meeting later that week.

- 7.5. Other agencies report
Received for information.

8 NEW BUSINESS

- 8.1. Report – Safe Work Procedures Policy
- 8.1.1. Draft Policy – Safe Work Procedures: Driver’s Responsibility & Conduct
 - 8.1.1.a Appendix A – Grader Operator SOP
 - 8.1.1.b Appendix B – Gravel Sand Haulage SOP
 - 8.1.1.c Appendix C – Generic Heavy Equipment SOP
 - 8.1.1.d Appendix D – Ride-On Mower SOP
 - 8.1.1.e Sling Deterioration Examples

Council reviewed the policy and provided comments. There was a discussion regarding a Standard Operation Procedure for vehicle/equipment fuelling.

RESOLUTION NO 2023-003

Moved by: Councillor Arnold

Seconded by: Councillor Kresack

BE IT RESOLVED that the Council for the Township of Conmee approve the “Safe Work Procedures: Driver’s Responsibility & Conduct (General & Commercial Vehicle Operator)

CARRIED

- 8.2. Variance Report
Council reviewed the variance report and provided comments.

Public Works Manager Arps left at 7:20 p.m.

Mayor _____
Clerk _____

9 BY-LAWS

9.1 Bylaw 1372 – Interim Levy 2023

RESOLUTION NO 2023-004

Moved by: Councillor Arnold

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT By-law 1372 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. 1372, being a By-law to provide for an interim tax levy for 2023 and to provide for the payment of taxes and to provide for penalty and interest of one and one quarter per cent (1.25%).

CARRIED

9.2 Bylaw 1373 – Council Remuneration

RESOLUTION NO 2023-005

Moved by: Councillor Kresack

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT By-law 1373 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. 1373, being a By-law to provide for remuneration to members of Council and provide allowance for Municipal Officers expense.

CARRIED

10 CORRESPONDENCE

10.1 Grant Thornton – Report: Audit Strategy and Results

10.2 Grant Thornton – Final 2021 Financial Statements

RESOLUTION NO 2023-006

Moved by: Councillor Arnold

Seconded by: Councillor Kresack

BE IT RESOLVED that the Council of the Township of Conmee approve the Final 2021 Financial Statements

CARRIED

10.3 MMAH – Key Initiatives

The Minister provided an update on initiatives developed to improve the housing supply.

Mayor _____
Clerk _____

- 10.4 MMAH – Housing Supply
The Minister provided an update on legislative and regulatory made to improve the housing supply.
- 10.5 MMAH – Greenbelt Amendments
The Minister provided an update on legislative and regulatory made to improve the housing supply.
- 10.6 MMAH – Council Training Session
Tabled, to be brought back at next council meeting
- 10.7 MSA – Seniors Community Grant
Received for information
- 10.8 Thunder Bay + Area Food Strategy
Council approved both requests by the Thunder Bay + Area Food Strategy: a deputation with Council will be scheduled; and a \$250 donation will be made to the group
- 10.9 MNRF – Legislative Changes
The Minister provided information on amendments to the *Conservation Authorities Act* as well as two additional regulations.
- 10.10 ROMA – nominations report
Received for information
- 10.11 TBDML Conference
10.11.1 Sponsorship package
10.11.2 Draft agenda

Tabled, to be brought back at next council meeting

Mayor _____
Clerk _____

- 10.12 City of Kingston
10.12.1 Resource Recovery and Circular Economy Act

RESOLUTION NO 2023-007

Moved by: Councillor Arnold

Seconded by: Councillor Maxwell

BE IT RESOLVED that the Township of Conmee supports the resolution passed by the City of Kingston relating to the Resource Recovery and Circular Economy Act

AND THAT this resolution be forwarded to the City of Kingston, the Premier of Ontario, the Minister of Environment Conservation and Parks, the Association of Municipalities of Ontario, and MPP Holland, Thunder Bay-Atikokan

CARRIED

- 10.13 Municipality of Tweed
10.13.1 Natural Gas Prices

RESOLUTION NO 2023-008

Moved by: Councillor Maxwell

Seconded by: Councillor Arnold

BE IT RESOLVED that the Township of Conmee supports the resolution passed by the Municipality of Tweed relating to Natural Gas Prices in Ontario

AND THAT this resolution be forwarded to the Municipality of Tweed, the Premier of Ontario, the Minister of Energy, the Ontario Energy Board, Enbridge Gas Inc., and the Association of Municipalities of Ontario

CARRIED

- 10.14 Other correspondence
Received for information

11 UPCOMING MEETING DATES

- | | |
|-----------------------------|--|
| Jan 24 th , 2023 | Regular Council Meeting – Deputation: MMAH |
| Feb 14 th , 2023 | Regular Council Meeting – Deputation: LRCA |
| Feb 28 th , 2023 | Regular Council Meeting |

Mayor _____
Clerk _____

12 CLOSED SESSION

RESOLUTION NO 2023-009

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

BE IT RESOLVED THAT, the time being 7:59 p.m., Council resolve into closed session, under the authority of paragraph 239(2)(ab), (b), (c), and (d) of the Municipal Act, 2001 to discuss Items 12.1 to 12.5 regarding municipal property and human resources

CARRIED

- 12.1 Municipal Property
- 12.2 Municipal Property
- 12.3 Human Resources
- 12.4 Human Resources
- 12.5 Human Resources

RESOLUTION NO 2023-0010

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

BE IT RESOLVED THAT, the time being 9:05 p.m., Council rise from closed session and report in open session

AND THAT administration proceed as directed

AND THAT a portion of 16.764m x 25.00m of the municipal property located on the intersection of Kivipelto Road and Hwy 11/17 with the roll number of 5819-000-000-28800-000 and the legal description of "CON 6 N PT LOT 1" be declared surplus in accordance with By-Law 1226

And that Council accepts the Property Purchase Agreement from MTO and approves the Mayor and the Clerk to sign the Agreement

CARRIED

Mayor _____
Clerk _____

13 CONFIRMING BY-LAW

13.1 By-law 1374 – To Confirm the Proceedings of the Meeting

RESOLUTION NO 2023-011

Moved by: Councillor Arnold

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT By-law 1374 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. 1374, being a By-law to confirm the proceedings of this evening's meeting.

14 ADJOURNMENT

The meeting is adjourned at 10:14 p.m.

Mayor Sheila Maxwell

CAO/Clerk Shara Lavallee