

MINUTES - REGULAR COUNCIL MEETING
January 30th, 2024 – 6:00 pm

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

ALSO PRESENT: Shara Lavalley, CAO/Clerk
Leanne Maxwell, Treasurer
Darren Smith, Acting Public Works Manager
Robert Day, Acting Fire Chief
Tara Wupori, Deputy Clerk-Treasurer (virtual)
Olabisi Akinsanya-Hutka (virtual)

1. CALL TO ORDER

Mayor Maxwell called the meeting to order at 6:07 p.m.

2. APPROVAL OF AGENDA

RESOLUTION 2024-012

Moved by Councillor Arnold

Seconded by Councillor Halvorsen

BE IT RESOLVED THAT the agenda for the regular council meeting of January 30th 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 – January 9th 2024

RESOLUTION 2024-013

Moved by Councillor Kresack

Seconded by Councillor Maxwell

BE IT RESOLVED that the Minutes of the Regular Council Meeting held on January 9th 2024 be approved

CARRIED

6. DISBURSEMENT LIST

6.1 Payroll Report

Mayor _____
Clerk _____

6.2 Payment Register

RESOLUTION 2024-014

Moved by Councillor Kresack

Seconded by Councillor Arnold

BE IT RESOLVED that Council approve the disbursements represented by Check Numbers 6784 through 6827 totalling \$128,903.92 and electronic bank payments, totalling \$9,750.65

CARRIED

7. REPORTS FROM MUNICIPAL OFFICERS

7.1. Clerk's Report

There have been requests for increased maintenance levels for the skating rink. Currently, there are no formal standards for the rink. The Public Works staff provide maintenance when time and weather permit. The FoodCycler report has been delayed. Currently only 14 responses have been received. At the ROMA conference, the Clerk and the Mayor had a short meeting with the FoodCycler rep at the Trade Show. It was determined that the Winter Carnival will be used as a means to gather more feedback from residents.

7.2. Treasurer Report

Property tax bills are planned to go out by Feb 3 with the first installment date of Feb 29. The auditor will be coming out sometime during the week of Jan 29 to start planning and testing for the 2023 audit. BDO is still finishing up with the FIR for 2022.

7.3. Deputy Clerk-Treasurer & HSR report
Received for information

7.4. Public Works Report
Standard activities and maintenance were conducted. Seasonal employees assisted with sanding and repairs.

Public Manager Smith left at 6:51 p.m.

7.5. Fire Chief Report

Fire Chief Day attended the Mutual Aid Zone meeting – some members have donated old gear to Firefighters without Borders; it was suggested the Conmee VFD could do similar. The Conmee Fire Auxiliary has started up again and will be planning fundraisers for the VFD. A recruitment drive has also begun.

There was consensus by council to move Section 12 Closed Session of the Agenda forward in consideration of the Fire Chief's time.

Mayor _____
Clerk _____

RESOLUTION 2024-015

Moved by Councillor Arnold

Seconded by Councillor Kresack

BE IT RESOLVED THAT, the time being 7:08 p.m., Council resolve into closed session, under the authority of paragraph 239(2)(a)(b) and (d) of the Municipal Act, 2001 to discuss Item 12.2-12.4 regarding identifiable individuals and labour relations

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 meeting of January 9th 2024

CARRIED

- 12.1 Closed Minutes – January 9th 2024
- 12.2 Human Resources - General
- 12.3 Human Resources – VFD

Fire Chief Day left at 8:48 p.m.

- 12.4 Human Resources – CAO/Clerk

Clerk Lavallee left at 9:31 p.m.

Clerk Lavallee returned at 10:45 p.m.

RESOLUTION 2024-016

Moved by Councillor Kresack

Seconded by Councillor Halvorsen

BE IT RESOLVED THAT, the time being 10:46 p.m., Council rise from closed session and report in open session

AND THAT the Closed Minutes of the Regular Council Meeting held on January 9th 2024 be approved

AND THAT administration proceed as directed

CARRIED

- 7.6. Councillor Reports

Mayor Maxwell attended meetings with the OFM and the LRMC. She also attended the Social Committee monthly meeting and a Hiring Committee meeting. She attended the ROMA conference in Toronto with Councillor Kresack and Clerk Lavallee. A summary is provided in the agenda.

Councillor Arnold attended a firefighters workshop, the LRCA foundation dinner, an IESO webinar, TBDHU monthly meeting, Conmee VFD training night. He also had meetings with the Mayor and the HR Assistant.

Councillor Halvorsen attended a LPSB meeting.

Councillor Maxwell assisted with the A/V at a Social Committee event. He also attended a TBDML meeting.

Councillor Kresack attended a Rural Cupboard Food Bank meeting. He also attended the ROMA conference.

Mayor _____
Clerk _____

- 7.7. Other agencies' report
Received for information

8 NEW BUSINESS

- 8.1. Variance – 2023 Year-End
Tabled until the next council meeting
- 8.2. Thunder Bay EMPC
The City of Thunder Bay is participating in the 2024 Provincial Priority Emergency Exercise, taking place May 7-9, and focuses on an extreme heat event (scenario will be simulated to be in summer months). Conmee was invited to participate with the City of Thunder Bay's Emergency Operations Centre (EOC) during the exercise. Participants would not be required to be present during the exercise; the concept was that the TB EOC would be randomly contacting Conmee members via phone/email/TEAMS throughout the exercise. Council declined to participate.
- 8.3. Funding Opportunities
Filed for information – to be referred do during budget deliberations
- 8.4. ROMA delegations - summary
During the ROMA conference, the Township of Conmee successfully requested and received seven delegations with ministries during the ROMA conference.

13 BY-LAWS

- 13.1 Bylaw 1426 – Appoint Fire Chief

RESOLUTION 2024-017

Moved by Councillor Arnold

Seconded by Councillor Halvorsen

BE IT RESOLVED THAT By-Law 1426 "Schedule A" be amended to include an employment contract with Fire Chief Day

CARRIED

- 13.2 Bylaw 1428– Being a By-law to establish a Civic Addressing System for the Township of Conmee including a policy for the numbering of properties along highways and for installing identification signage.

RESOLUTION 2024-018

Moved by Councillor Kresack

Seconded by Councillor Halvorsen

BE IT RESOLVED THAT By-law 1428 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. 1428, being a By-law to establish a Civic Addressing System for the Township of Conmee including a policy for the numbering of properties along highways and for installing identification signage.

CARRIED

Mayor _____
Clerk _____

13.3 Bylaw 1429 – Interim Levy 2024

RESOLUTION 2024-019

Moved by Councillor Halvorsen

Seconded by Councillor Arnold

BE IT RESOLVED THAT By-law 1429 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. 1429, being a By-law to provide for an interim tax levy for 2024 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

13.4 By-Law 1307 – to adopt an Emergency Management Program and Emergency Response Plan and to meet other Requirements under the *Emergency Management and Civil Protection Act*

RESOLUTION 2024-020

Moved by Councillor Kresack

Seconded by Councillor Maxwell

BE IT RESOLVED THAT Schedule “A” of By-Law 1307 being the Conmee Emergency Plan (2021) be replaced with the Conmee Emergency Plan (2024)

CARRIED

14 CORRESPONDENCE

- 10.1 Oliver-Paipoonge Public Library – 2024 contract for service
Council approved the contract and directed the Clerk to sign.
- 10.2 LRCA – Inventory of Programs
Received for information
- 10.3 AORS – Skills Development Fund Application

RESOLUTION 2024-021

Moved by Councillor Halvorsen

Seconded by Councillor Arnold

WHEREAS, municipal public works departments from across the Province of Ontario provide invaluable services to our communities ensuring the health and safety of all residents;

AND WHEREAS, if it was not for our municipal public works employees from across the Province of Ontario maintaining our public roads systems, our communities would not be able to function as emergency personnel could not respond to calls, school buses could not get our children to school, residents would not be able to get to work, school or appointments and many more basic functions would not be able to happen;

AND WHEREAS, municipal public works departments are already feeling the impacts of a labour shortage, which will only be exasperated over the next three to five years, which will cause levels of service municipalities are able to provide to ensure the health and safety of our residents to decrease;

AND WHEREAS, there is currently no provincial-wide course that properly trains potential municipal public works employees, specifically relating to municipal heavy equipment.

Mayor _____
Clerk _____

THEREFORE IT BE RESOLVED, that the Township of Conmee supports the work of the Association of Ontario Road Supervisors to develop a Municipal Equipment Operator Course to address this issue;

AND THAT the Township of Conmee calls on the Province of Ontario's Ministry of Labour, Training, Immigration and Skilled Trades to fully fund the Municipal Equipment Operator Course in 2024 through the Skills Development Fund;

AND THAT, a copy of this resolution be sent to the Minister of Labour, Training, Immigration and Skilled Trades David Piccini, the Township of Conmee's Member of Provincial Parliament MPP Kevin Holland and the Association of Ontario Road Supervisors.

CARRIED

- 10.4 Thunder Bay Food Strategy – 2023 Highlights, 2024 Plans, Funding Request Received for information; funding of \$250 approved
- 10.5 AMO – Policy Update – Social and Economic Prosperity Review
 - 10.5.1 Sample letter
 - 10.5.2 Sample resolutionTabled until the next council meeting
- 10.6 FCM – membership renewal
 - 10.6.1 QuoteCouncil declined to renew the membership.
- 10.7 Hymer's Fair – Prize Book Advertisement
 - 10.7.1 Conmee Township's 2023 adCouncil approved the purchase of an ½ page ad.
- 10.8 Town of Mono – resolution declaring a Road Safety Emergency
Tabled until the next council meeting
- 10.9 Prince Edward Country – resolution requesting support for the Province to expand the life span of fire apparatus
Tabled until the next council meeting
- 10.10 City of Sarnia – resolution requesting the cancellation of carbon tax
Tabled until the next council meeting
- 10.11 Municipality of Tweed – resolution requesting the reinstatement of licence plate renewal fees
Tabled until the next council meeting
- 10.12 Township of White River – letter regarding the closure of the AV Terrace Bay mill
Tabled until the next council meeting

Mayor _____
Clerk _____

10.13 TBDML – resolution regarding the importance of flashing lights on all stop signs in highway construction zones

Tabled until the next council meeting

10.14 Other correspondence
Received for information

15 UPCOMING MEETING DATES

Feb 13 th , 2024	Regular Council Meeting
Feb 27 th , 2024	Regular Council Meeting
Mar 12 th , 2024	Regular Council Meeting
Mar 26 th , 2024	Regular Council Meeting
April 9 th , 2024	Regular Council Meeting
April 23 rd , 2024	Regular Council Meeting
May 14 th , 2024	Regular Council Meeting
May 28 th , 2024	Regular Council Meeting

16 CLOSED SESSION

Addressed earlier

13 CONFIRMING BY-LAW

13.1 By-law 1430 – To Confirm the Proceedings of the Meeting

RESOLUTION 2024-022

Moved by Councillor Arnold

Seconded by Councillor Kresack

BE IT RESOLVED THAT By-law 1430 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. 1430, being a By-law to confirm the proceedings of this evening's meeting.

CARRIED

14 ADJOURNMENT

Meeting was adjourned at 11:27 p.m.

Sheila Maxwell, Mayor

Shara Lavalley, Clerk