



MINUTES - REGULAR COUNCIL MEETING
May 28th, 2024 – 6:00 pm

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

ALSO PRESENT: Shara Lavalley, CAO/Clerk
Leanne Maxwell, Treasurer
Len Arps, Public Works Manager
Robb Day, Fire Chief
Tara Wupori, Deputy Clerk-Treasurer (virtual)
Olabisi Akinsanya-Hutka, HR Assistant (virtual)

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 2024-088

Moved by Councillor Maxwell

Seconded by Councillor Halvorsen

BE IT RESOLVED THAT the agenda for the regular council meeting of May 28th 2024 be approved, as amended

CARRIED

3. DECLARATIONS OF PECUNIARY INTEREST

None

4. DEPUTATIONS

None

5. MINUTES OF PREVIOUS MEETING(S)

5.1. Minutes – Regular Council Meeting – May 14th 2024

RESOLUTION 2024-089

Moved by Councillor Maxwell

Seconded by Councillor Kresack

BE IT RESOLVED that the Minutes of the Regular Council Meeting held on May 14th 2024 be approved

CARRIED

6. DISBURSEMENT LIST

6.1. Payroll Report
Received for information

Mayor _____
Clerk _____

6.2. Payment Register

RESOLUTION 2024-090

Moved by Councillor Halvorsen

Seconded by Councillor Kresack

BE IT RESOLVED that Council approve the disbursements represented by Check Numbers 6938 through 6961 totalling \$61,524.28 and electronic bank payments totalling \$5,095.60, for a grand total of \$66,619.88

CARRIED

7. REPORTS FROM MUNICIPAL OFFICERS

7.1. Clerk's Report

SASI installed the new water system last week. Clow Darling is scheduled to arrive this week for the bi-annual HVAC maintenance. The Senior Machine Operator has resigned. Job postings have commenced. The internal hiring process for the Public Works Manager position has been completed. The Hiring Committee has offered the position to Mr. Arps, who held a temporary position as Machine Operator. Once contract negotiations are completed, an appointment bylaw will be brought to council for approval. Resumes were received for the position of Chief Building Official. Councillor Cuthbertson (Neebing), who was the former CBO for the local municipalities including Thunder Bay, reviewed the resumes with the Clerks and recommended one person (John Ostrowski) as the preferred applicant. An appointment bylaw was provided in the agenda.

7.2. Fire Chief Report

Weekly training continues. There were two fire calls and one medical call for the month of May. A downed powerline, which could have resulted in a catastrophic forest fire if the winds were not favorable, was quickly extinguished with aid from an attack pumper from Oliver Paipoonge. The Fire Chief recommended an amendment to the Fire Permit process to create separate permits for grass/brush files. The Fire Chief shall also explore the possibility of conducting inspections as part of fire permits.

In appreciation of the Fire Chief's time, it was agreed to move into closed session for discussion.

RESOLUTION 2024-091

Moved by Councillor Kresack

Seconded by Councillor Maxwell

BE IT RESOLVED THAT, the time being 6:10 p.m., Council resolve into closed session, under the authority of paragraph 239(2)(b)(d) of the Municipal Act, 2001 to discuss Item 12.3 regarding identifiable individuals and labour relations

CARRIED

12.3 Human Resources - VFD

RESOLUTION 2024-092

Moved by Councillor Maxwell

Seconded by Councillor Kresack

BE IT RESOLVED THAT, the time being 6:16 p.m., Council rise from closed session and report in open session

AND THAT Administration proceed as directed

CARRIED

Fire Chief Day left at 6:56 p.m.

Mayor ____
Clerk ____

- 7.3. Public Works Report
No grading was done due to weather. Activities included tree removal, cleaned beaver dam screens, and cut the grass. Regarding the security at the garage, it was calculated that it would cost approximately \$30,000-\$50,000 to fence the area. The Public Works Manager recommended that security cameras be used as an alternative. Quotes were provided and it was agreed that Councillor Maxwell would assist with the installation and maintenance of the cameras. A summary of equipment usage was provided for reference.

Public Works Manager Arps left at 7:07 p.m.

- 7.4. Councillor Reports
Mayor Maxwell attended the LRMC meeting which included a discussion potential services primarily for VFD. Mayor Maxwell also attended the Hiring Committee meeting. She will assist with a rental coming up this weekend.

Councillor Arnold attended the TBDHU meeting for the board of directors. He will be attending an AIPHa conference in Toronto as a member of the TBDHU board. He attended a webinar hosted by Intact Insurance regarding effective leadership and risk management. He also attended the Hiring Committee meeting.

Councillor Maxwell conducted the monthly inspection of the generator at the hall.

- 7.5. Other agencies' report
Received for information

8 NEW BUSINESS

- 8.1. Time Clocks
The report provided an overview of the types of time clocks and the pros/cons of using a time clock. A policy should be created for the use of time clocks to ensure accurate and consistent use and recordkeeping. Council discussed the report and directed that a report be provided with draft policy and procedures.

- 8.2. Generators
As part of the Emergency Preparedness project funded by the CEPG, two generators were planned to be installed at the Fire Hall and the Public Works Garage. The Clerk provided quotes; Council reviewed and requested more quotes be obtained before making a final decision.

9 BY-LAWS

- 9.1 By-Law 1444 – Appointment of Chief Building Official

RESOLUTION 2024-093

Moved by Councillor Maxwell

Seconded by Councillor Halvorsen

BE IT RESOLVED THAT By-law 1444 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. 1444, being a by-law to appoint Chief Building Official

CARRIED

Mayor _____
Clerk _____

9.2 By-Law 1445 – Clow Darling – HVAC agreement

RESOLUTION 2024-094

Moved by Councillor Maxwell

Seconded by Councillor Arnold

BE IT RESOLVED THAT By-law 1445 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. 1445, being a by-law to accept service agreement with Clow Darling

CARRIED

10 CORRESPONDENCE

10.1 AMO Annual Conference – Delegations
Tabled from previous council meeting

Delegations were requested with the Minister of Health, the Minister of Transportation, the Minister of Municipal Affairs and Housing, the Minister of Finance, and the Solicitor-General.

10.2 Lakehead Rural Planning Board – Public Hearing concerning proposed lot addition

Council had no concerns with the proposed lot addition – application No. 1B/01/24

10.3 Superior Propane / Sargant – Fixed Price Agreement
Council accepted the fixed price agreement.

10.4 MNRF – response to letter regarding aggregate costs
The Minister received the Township's request that municipalities be exempt from aggregate permit or license costs. The requested exemption would not be considered at this time.

10.5 MNRF – response to resolution supporting National Fire Fighting Strategy
The Ministry provided a summary of the current and proposed actions that it is conducting to address fire fighting in Ontario.

10.6 City of Belleville – resolution regarding family doctors

RESOLUTION 2024-095

Moved by Councillor Halvorsen

Seconded by Councillor Kresack

BE IT RESOLVED THAT that the Council of the Township of Conmee supports the resolution by the City of Belleville regarding the resolution for the increase in compensation for family doctors

AND THAT copies of this resolution be forwarded to MPP Holland, Ontario Minister of Health Sylvia Jones, Premier Doug Ford and the Association of Municipalities of Ontario

CARRIED

Mayor ____
Clerk ____

10.7 Other correspondence
Received for information

11 UPCOMING MEETING DATES

Two council meeting dates were changed to accommodate schedules.

June 11 th , 2024		Regular Council Meeting
June 25th, 2024	June 26 th , 2024	Regular Council Meeting
July 9th, 2024	June 10 th , 2024	Regular Council Meeting
July 23 rd , 2024		Regular Council Meeting
August 13 th , 2024		Regular Council Meeting
August 27 th , 2024		Regular Council Meeting
September 10 th , 2024		Regular Council Meeting
September 24 th , 2024		Regular Council Meeting

12 CLOSED SESSION

RESOLUTION 2024-096

Moved by Councillor Kresack

Seconded by Councillor Maxwell

BE IT RESOLVED THAT, the time being 8:22 p.m., Council resolve into closed session, under the authority of paragraph 239(2)(b)(d) of the Municipal Act, 2001 to discuss Item 12.2 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 May 14th 2024

CARRIED

- 12.1 Closed Minutes – May 14th 2024
- 12.2 Human Resources – General
 - 12.2.1 Public Works Manager – contract negotiations
 - 12.2.2 CUPE

RESOLUTION 2024-097

Moved by Councillor Maxwell

Seconded by Councillor Kresack

BE IT RESOLVED THAT, the time being 9:44 p.m., Council rise from closed session and report in open session

AND THAT the Closed Minutes of the Regular Council Meeting held on May 14th 2024 be approved

AND THAT Administration proceed as directed

CARRIED

Mayor ____
Clerk ____

13 CONFIRMING BY-LAW

13.1 By-law 1446 – To Confirm the Proceedings of the Meeting

RESOLUTION 2024-098

Moved by Councillor Arnold

Seconded by Councillor Halvorsen

BE IT RESOLVED THAT By-law 1446 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. 1446, being a By-law to confirm the proceedings of this evening's meeting.

CARRIED

14 ADJOURNMENT

Meeting was adjourned at 9:45 p.m.

Mayor Sheila Maxwell

Clerk Shara Lavallee