

MINUTES - REGULAR COUNCIL MEETING
Sept 12th, 2023 – 6:00 pm

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

ALSO PRESENT: Shara Lavalley, CAO/Clerk
Darren Smith, Acting Public Works Manager
Leanne Maxwell, Treasurer

1. CALL TO ORDER

This meeting was called to order at 6:02 p.m.

2. APPROVAL OF AGENDA

RESOLUTION NO 2023-0180

Moved by: Councillor Maxwell

Seconded by: Councillor Halvorsen

BE IT RESOLVED THAT the agenda for the regular council meeting of Sept 12th 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 – August 22nd 2023

RESOLUTION NO 2023-0181

Moved by: Councillor Arnold

Seconded by: Councillor Halvorsen

BE IT RESOLVED that the Minutes of the Regular Council Meeting held on Aug
22nd 2023 be approved

CARRIED

6. DISBURSEMENT LIST

- 6.1 Payroll Report
- 6.2 Payment Register

RESOLUTION NO 2023-0182

Moved by: Councillor Maxwell

Seconded by: Councillor Arnold

BE IT RESOLVED that Council approve the disbursements represented by Check Numbers 6589 through 6605, totalling \$120,751.19

CARRIED

7. REPORTS FROM MUNICIPAL OFFICERS

7.1. Clerk's Report

OMAFRA requested an updated of inspectors under the Weed Control Act - hence the updated bylaw for Item 9.1 in the agenda.

The Official Plan was submitted to MMAH and the provincial ministries for review. After 90 days, then the official public meeting and adoption can be held – tentatively scheduled before the December 12th council meeting. Notices will be sent out to the respective stakeholders and public notice made including November and December newsletters.

The process has started for the creation of the Conmee Community Foundation Incorporation, as approved by Council.

RESOLUTION NO 2023-0183

Moved by: Councillor Maxwell

Seconded by: Councillor Halvorsen

BE IT RESOLVED that the items remaining from the dissolution of the Conmee Library including DVDS, audiobooks, etc are surplus to the Township of Conmee

AND THAT the Social Committee is authorized to dispose the items in a manner that it deems most appropriate

CARRIED

7.2. Treasurer's Report

The Province of Ontario approved the Township's claim for reimbursement of costs associated with the 2022 spring flood.

7.3. Public Works Report

Activities by the Public Works included - Maintenance on equipment; worked on snowplow turnarounds; consulted with LRCA about one entrance permit request; and met with GAL Power regarding the municipal generator including the need for exhaust pipe extension to reduce fumes.

Public Works Manager Smith also reviewed a summary of items noted during the Annual Roads Tour. The cemetery walkway posts should be removed and replaced with appropriate walkway signs. The Deputy Clerk-Treasurer shall prepare a report for council. Several roads were discussed for possible reduction or stoppage of winter maintenance. The Clerk shall prepare a report for council. The Clerk shall also send letters to the property owners of Wolfe Road to remind them that it is seasonal and not subject to winter maintenance.

7.4. Deputy Clerk-Treasurer

Deputy Clerk-Treasurer Wupori was appointed as the Health and Safety Representative by her peers. She has been updating herself on Policies and Procedures to ensure all deadlines continue to be met and completing necessary training.

Council requested that options be researched for the pigeons in the pavilion as the pigeons are becoming a nuisance.

7.5. Councillor Reports

Mayor Maxwell attended a meeting with CAO of the NorthWest Community Health Centre to discuss concerns about services provided at the Kakabeka Falls location. She assisted with performance review of the Assistant Facilities Manager. She provided help with event set-ups due to the lack of a Facilities Manager. She attended an EMPC meeting. She attended the annual Roads Tour.

Councillor Arnold attended the annual AMO conference. He had a meeting with the Minister of Municipal Affairs and Housing. He also attended the EMPC meeting.

Councillor Kresack attended the annual Roads Tour.

Councillor Halvorsen attended the annual Roads Tour. He also had an all-day meeting regarding police services with such stakeholders as OASPB, MPP Holland, provincial reps and OPP.

Councillor Maxwell attended the annual Roads Tour. He conducted repairs on some municipal laptops. He attended the TBDML meeting. He also assisted with Social Committee events.

8 NEW BUSINESS

8.1. Cemetery Report

8.1.1. Draft Cemetery By-Law

Council reviewed the draft cemetery by-law. Council approved the submission of the draft to the Bereavement Authority of Ontario for approval before passing of the bylaw. Council also approved the review of the Cemetery Fees to ensure staffing and equipment costs are adequately covered.

8.2. Fire By-Law report

8.2.1. Draft Fire Bylaw

Council reviewed the draft bylaw. It will be brought forward to the next council meeting for approval.

8.3. Satellite Communication

Instead of using satellite communication devices, Council discussed using portable radios to communicate with the landfill attendant as per the Working Alone Policy. The Deputy Clerk-Treasurer will follow up with council regarding the concept.

8.4. Fire Safety Grant

The Deputy Clerk-Treasurer was approved to create and submit an application to FireSmart Canada for its 'Wildfire Community Preparedness Day' funding.

8.5. Meeting with NW Health Clinic

Mayor Maxwell and Clerk Lavallee attended a meeting with neighbouring Municipalities and Juanita Lawson and Elaine Peters of the NorWest Health Clinic to address concerns regarding services at the Kakabeka Falls location.

9 BY-LAWS

- 9.1 By-Law 1412 - Appointment of Persons to carry out provisions of the Weed Control Act, the Line Fences Act, and the Livestock, Poultry and Honey Bee Protection Act

RESOLUTION NO 2023-0184

Moved by: Councillor Halvorsen

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT By-law 1412 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. 1412, being a By-law to appoint persons to carry out provisions of the Weed Control Act, the Line Fences Act, and the Livestock, Poultry and Honey Bee Protection Act

CARRIED

10 CORRESPONDENCE

- 10.1 Intact Insurance Road Analysis
10.1.1 Enders Road
10.1.2 Holland East Road
10.1.3 Holland West Road
10.1.4 Hume Road
10.1.5 Mokomon Road
10.1.6 Sovereign Road

The Road Specialist from Intact Insurance had visited the township and provided a report regarding his observations on the specified roads. For the current traffic volumes and types of vehicles using the road network, the current surface type combined with the level of maintenance the roads receive appears to be meeting the needs of the road users. Minor adjustments such as monitoring brush and visibility.

The Public Works Intern shall review all the road signs to ensure adequate brushing is done and visibility is sufficient. The Clerk shall research the possibility of designating a portion of Holland Rd W as a community safety zone. The Clerk shall look into the feasibility of using school bus stop signs on certain intersections.

- 10.2 Resident – inquiry – Hume Rd Municipal property (#00600)

Council reviewed request and declined to consider selling the property. The property is currently subject to an application for funding to build two senior apartments homes.

10.3 LRCA – Draft Budget Consultation

Levy is estimated to increase by 4.25% (from \$4,726 to \$4,927).

10.4 OPP – Distribution of Police Record Check Revenue to Municipalities

Commencing in 2025, revenue will be reduced by 25%. There should be no significant impact on the township budget.

10.5 Township of The Archipelago – resolution requesting the Province to establish a regulatory framework for digital platforms such as AirBnB and VRBO

Council discussed but did not support the resolution.

10.6 Township of Severn – resolution regarding climate emergency just transition (JTT)

Council discussed but did not support the resolution.

10.7 Other correspondence

11 UPCOMING MEETING DATES

Sept 26 th , 2023	Regular Council Meeting
Oct 10 th , 2023	Regular Council Meeting
Oct 24 th , 2023	Regular Council Meeting
Nov 14 th , 2023	Regular Council Meeting
Nov 28 th , 2023	Regular Council Meeting
Dec 19 th , 2023	Regular Council Meeting

12 CLOSED SESSION

12.1 Closed Minutes – August 22nd 2023

RESOLUTION NO 2023-0185

Moved by: Councillor Halvorsen

Seconded by: Councillor Maxwell

BE IT RESOLVED the Closed Minutes of the Regular Council Meeting held on August 22nd be approved

CARRIED

13 CONFIRMING BY-LAW

13.1 By-law 1413 – To Confirm the Proceedings of the Meeting

RESOLUTION NO 2023-0186

Moved by: Councillor Halvorsen

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT By-law 1413 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. 1413, being a By-law to confirm the proceedings of this evening's meeting.

CARRIED

14 ADJOURNMENT

Meeting was adjourned at 8:03 p.m.

Mayor Sheila Maxwell

CAO/Clerk Shara Lavalley