

**MINUTES - REGULAR COUNCIL MEETING**

Tuesday, September 9<sup>th</sup>, 2025 – 6:00 pm

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

**ALSO PRESENT** Karen Paisley, Clerk  
Leanne Maxwell, Treasurer

**PRESENT VIRTUALLY** Olabisi Akinsanya-Hutka, HR Assistant

**1. CALL TO ORDER**

Mayor Maxwell called the meeting to order at 6:02 p.m.  
Mayor Maxwell provided a statement of land acknowledgement.

**2. APPROVAL OF AGENDA**

Mayor Maxwell proposed an amendment to the agenda to include Item 9.3 under New Business, regarding the Natural Gas Expansion Consultation. A draft resolution, letter of support, and submission materials were provided for Council's consideration. With no further amendments, Council approved the agenda as amended.

**RESOLUTION 2025 – 182**

**Moved by: Councillor Maxwell**

**Seconded by: Councillor Arnold**

BE IT RESOLVED THAT the agenda for the regular council meeting of September 9<sup>th</sup>, 2025, be approved as amended.

**CARRIED**

**3. DECLARATIONS OF PECUNIARY INTEREST**

No declarations were made.

**4. TOWN HALL SEGMENT**

A gift was arranged for Chief Day to celebrate the birth of his child. As Chief Day was attending training, he was unable to attend this meeting. Council noted that he would be advised to pick up the gift from the municipal office at his convenience. No other members of the public had registered to speak during the Town Hall Segment.

**5. DEPUTATIONS**

No deputations were scheduled for this meeting.

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

**6.1 Minutes – Regular Council Meeting – August 26<sup>th</sup>, 2025**

Council present reviewed the minutes of the August 26<sup>th</sup>, 2025, Regular Council Meeting. No amendments were requested.

**RESOLUTION 2025 - 183**

**Moved by: Councillor Maxwell**

**Seconded by: Councillor Arnold**

BE IT RESOLVED THAT the minutes for the open session portion of the regular council meeting of August 26<sup>th</sup>, 2025, be approved as circulated.

**CARRIED**

*SW*  
*R*

## **7. DISBURSEMENT LIST**

### **7.1. Payroll Report**

Council reviewed the payroll report. There were no questions for the treasurer.

### **7.2. Payment Register**

Council reviewed the payment register, including electronic bank payments and cheque disbursements. The Treasurer answered questions from Council.

## **RESOLUTION 2025-184**

**Moved by: Councillor Kresack**

**Seconded by: Councillor Arnold**

BE IT RESOLVED THAT Council approved the disbursements represented by electronic bank payments, cheque numbers 7550 to 7565 totalling \$32,805.99.

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

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

The Clerk reported that KEM Construction had been notified as the successful bidder for the food bank loading dock project, with work expected to begin in mid-October. Updates were provided on the burn permit and fireworks bylaw review, with input received from neighbouring municipalities. The Clerk requires more time to complete the review. The Clerk and Treasurer registered for the AMCTO Zone 9 Fall Meeting, opting not to attend the optional workshop. The Clerk was honoured to nominate the Rural Cupboard Food Bank as the charity of choice for the Zone 9 meeting. Promotional efforts for the September 27 Farmers' Market and Yard Sale were underway, including outreach to neighbouring municipalities and local businesses. Interest in Food Cycler units continued, and the Clerk had begun reviewing movie licensing options, including a meeting with Criterion Pictures. Item 8.6, other agency reports listed in the Clerk's report were reviewed following the Clerk's report. The LRCA draft budget in Item 8.6 was noted, with a 1.2% increase in Conmee's levy.

### **8.2. Treasurer's Report**



The Treasurer presented the arrears report, noting a decrease in outstanding balances since the last update. She also brought forward proposed holiday hours for Council's consideration. Council discussed holiday hours and agreed to close the landfill on Christmas Eve, Wednesday, December 24, 2025, as it was expected to be a quiet day with limited public demand. However, Council decided not to close the landfill early on New Year's Eve, opting to maintain regular operating hours for that day. Office staff will continue the past practice of closing at 1:00 p.m. on both Christmas Eve and New Year's Eve. A notice to residents will be posted.

### **8.3. Public Works Report**

Although no formal report was submitted by the Public Works Manager, Mayor Maxwell provided updates on two items. First, she advised that Public Works would assist with transporting fire trucks for scheduled pump testing on Wednesday, September 10. Both staff members hold DZ licenses, and their support would prevent the trucks from being out of service for multiple days. Second, Mayor Maxwell reported that a resident had requested assistance with demolishing an old trailer. The Public Works Manager recommended that the Township undertake the work on a cost-recovery basis, similar to previous arrangements for driveway work. The task would be completed once the backhoe is back in service, and the Treasurer would prepare an invoice based on Public Works' equipment usage and time.

### **8.4. Fire Chief's Report**

Chief Day was unavailable for this meeting but submitted a written report for Council's consideration. Pumper 75 is undergoing brake caliper repairs and is awaiting parts. The truck remains operational in the interim. Council also discussed mutual aid concerns and the challenges of maintaining adequate volunteer staffing levels.



#### 8.5. Council Member Reports

Mayor Maxwell reported on several recent activities. She attended a meeting on August 29 with Councillor Maxwell, Clerk Paisley, and HR Assistant Akinsanya-Hutka to prepare for upcoming union negotiations. She also assisted with the relocation of freezers at the Community Centre on August 31, noting that the process went smoothly and the new equipment fit well. Mayor Maxwell confirmed her attendance at the upcoming meeting at the Ontario Fire Marshal's office on September 11 and the CUPE contract negotiations on September 15. She also plans to attend the District Municipal League meeting on September 16 and will volunteer as a bartender at the baseball banquet on September 13. She highlighted upcoming community events including the Farmers' Market and Yard Sale on September 27, a Harvest Fun Day on October 18, and a Halloween party for children on October 25.

Councillor Arnold reported attending the LRCA pre-budget meeting on August 27, where Conmee's levy increase was confirmed to be modest compared to other municipalities. He noted that Conmee and O'Connor had similar rates. He plans to attend the District Health Unit meeting on September 15 and emphasized the importance of lowering the flag for Remembrance Day. He also mentioned the need to prepare the Remembrance Day display in the Community Centre.

Councillor Kresack apologized for missing the last two Council meetings and advised that he would be attending Food Bank meetings now that their monthly schedule has resumed, starting Wednesday, September 10.

Councillor Maxwell participated in the freezer relocation at the Community Centre on August 31 alongside Mayor Maxwell. He confirmed his attendance at the September 15 union negotiations and the District Municipal League meeting on September 20. He also volunteered to bartend at the baseball banquet. Councillor Maxwell expressed support for the upcoming community events and confirmed his involvement in the Farmers' Market and Yard Sale on September 27.

#### 8.6. Other Agencies' Reports

Council reviewed the other agency reports. These reports were listed in the Clerk's Report to Council. The reports were provided primarily for information purposes.

#### **RESOLUTION 2025-185**

**Moved by: Councillor Maxwell**

**Seconded by: Councillor Kresack**

BE IT RESOLVED THAT Council received the reports presented as listed in Section 8 of this evening's agenda.

**CARRIED**

HR Assistant joined the meeting at 6:45 p.m.

### **9. NEW BUSINESS**

#### 9.1 Councillor Leave of Absence – Legislative Overview and Vacancy Process

Council reviewed a report from the Clerk outlining the provisions of the Municipal Act regarding a councillor's leave of absence. The Act permits Council to authorize an absence of up to three consecutive months without the seat being declared vacant. Council discussed the matter in general terms and acknowledged that the topic may need to be revisited depending on future circumstances.

#### 9.2 Sarjeant Propane – 2025-26 Propane Contract

Council reviewed the proposed 2025–2026 propane contract from Sarjeant Propane. The Clerk clarified that the item was mistakenly marked as a closed matter in the report. Council agreed the pricing was favourable and supported proceeding with the contract.

SM  
AP

### 9.3 Natural Gas Expansion Program

Council discussed the opportunity to participate in Phase 3 of Ontario's Natural Gas Expansion Program. A draft resolution, submission responses, and letter of support were reviewed. Council voted to support the initiative and directed staff to submit the necessary documentation before the September 22 deadline.

#### **RESOLUTION 2025-186**

**Moved by: Councillor Maxwell**

**Seconded by: Councillor Kresack**

**WHEREAS** the Province has posted ERO 025-0923, *Consultation on the Future of Community Natural Gas Expansion*, seeking feedback from municipalities, Indigenous communities, and other stakeholders on how Phase Three (3) could best support access to natural gas for community development;

**AND WHEREAS** expanding access to natural gas is identified as a tool to support affordability and economic growth in Ontario communities, with Phases One (1) and Two (2) estimated to enable connections for approximately 17,000 buildings across 59 communities, and 16 projects completed to date;

**AND WHEREAS** the Township of Conmee is working toward its housing and employment land goals, including supporting rural residential development and small-scale commercial and agricultural operations, which contribute to Ontario's broader objective to build at least 1.5 million homes by 2031. Timely servicing solutions—including natural gas where appropriate—can help enable these targets and support long-term community sustainability;

**AND WHEREAS** Ontario's energy future relies on a balance of affordability, reliability, and sustainability by leveraging a mix of energy solutions—including natural gas, electricity, and emerging energy technologies—to meet growing community needs. Natural gas continues to play a critical role in supporting energy affordability, economic competitiveness, and enabling housing and employment growth across the province;

#### **THEREFORE BE IT RESOLVED THAT Council:**

- **Supports** the Ministry's consultation on the Future of Community Natural Gas Expansion (NGEP Phase 3) and endorses access to natural gas as an option to other energy solutions to advance Conmee's housing, agricultural, and economic development objectives;
- **Directs staff** to submit comments to ERO 025-0923 reflecting Conmee's priorities, including: priority application types, alignment with the Official Plan, sites and corridors where gas access would enable development, and any practical barriers (e.g., timing, permitting, costs, land access);
- **Forwards this resolution** to Thunder Bay–Atikokan MPP Kevin Holland, the Minister of Energy and Mines, the Ontario Energy Board, AMO, and neighbouring municipalities.

**CARRIED**

### **10. BY-LAWS**

#### **10.1 Bylaw 2025-030 – Bylaw to Accept a Gift of Land**

Council reviewed Bylaw 2025-030, being a bylaw to accept a gift of land located on Mokomon Road. It was confirmed that the property is not landlocked and has road access. No concerns were raised.

#### **RESOLUTION 2025-187**

**Moved by: Councillor Maxwell**

**Seconded by: Councillor Kresack**

**BE IT RESOLVED THAT** Bylaw 2025-030, being a bylaw to accept a gift of land, be given first, second, and third reading and be passed.

**CARRIED**

SM  
KP

## **11. CORRESPONDENCE**

### **List of Resolution Support Requests from other Municipalities**

Council reviewed the following resolutions for support:

11.1 Council reviewed a resolution from the Township of Tweed regarding sustainable waste management. After discussion, Council determined that the initiative was not suitable for a municipality of Conmee's size and declined to support it.

## **UPCOMING MEETING DATES**

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

## **13. CLOSED SESSION**

### **RESOLUTION 2025-0188**

**Moved by: Councillor Kresack**

**Seconded by: Councillor Maxwell**

BE IT RESOLVED THAT the time being 7:16 p.m., Council moved into closed session, under the authority of those paragraphs of the *Municipal Act, 2001* (S.O. 2001, c. 25, as amended) for which it was authorized to be closed, to review Item 13.1, being the Closed Session minutes of the Council meeting held August 26th, 2025; and under the authority of paragraph 239(2)(b), 239(2)(d), and 239(2)(h) of the same legislation, to consider Item 13.2, Item 13.3, Item 13.4 and Item 13.5 as listed in the agenda, involving personal matters about identifiable individuals, involving labour relations or employee negotiations, and information explicitly supplied in confidence to the municipality by Canada, a province or territory or a Crown agency.

**CARRIED**

During closed session, the following procedural resolution was passed:

### **RESOLUTION 2025-189**

**Moved by: Councillor Arnold**

**Seconded by: Councillor Kresack**

BE IT RESOLVED THAT, the time being 8:07 pm, Council rise from closed session and report in open session.

**CARRIED**

Open session resumed.

## **14. REPORT FROM CLOSED SESSION**

### **RESOLUTION 2025-190**

**Moved by: Councillor Arnold**

**Seconded by: Councillor Kresack**

BE IT RESOLVED THAT the Closed Minutes of the Regular Council Meeting held on August 26<sup>th</sup>, 2025, be approved; AND, FURTHER, THAT Administration be authorized to proceed as directed in closed session.

**CARRIED**

SM  
RP

**15. CONFIRMING BY-LAW**

By-law 2025-031

**RESOLUTION 2025-191**

**Moved by: Councillor Kresack**

**Seconded by: Councillor Maxwell**

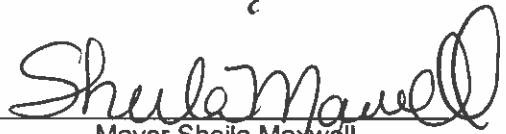
BE IT RESOLVED THAT By-law 2025-031 be passed;

AND, FURTHER, THAT the Mayor and Clerk be authorized on behalf of the Township of Conmee to affix their signatures to By-law No. 2025-031, 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 pm.

  
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Mayor Sheila Maxwell

  
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Clerk Karen Paisley

SM