



MINUTES - REGULAR COUNCIL MEETING
March 26th, 2024

- PRESENT: Mayor Sheila Maxwell
Councillor David Maxwell
Councillor Grant Arnold (virtual)
Councillor David Halvorsen
- ALSO PRESENT: Shara Lavallee, CAO/Clerk
Leanne Maxwell, Treasurer
Tara Wupori, Deputy Clerk-Treasurer (virtual)
Fire Chief Day (virtual)
- REGRETS: Councillor Chris Kresack

1. CALL TO ORDER

Mayor Maxwell called the meeting to order at 6:02 p.m.

2. APPROVAL OF AGENDA

RESOLUTION 2024-044

Moved by Councillor Arnold

Seconded by Councillor Halvorsen

BE IT RESOLVED THAT the agenda for the regular council meeting of March 26th 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 – March 12th 2024

RESOLUTION 2024-045

Moved by Councillor Arnold

Seconded by Councillor Halvorsen

BE IT RESOLVED that the Minutes of the Regular Council Meeting held on March 12th 2024 be approved

CARRIED

6. DISBURSEMENT LIST

6.1. Payroll Report
Received for information

Mayor ____
Clerk ____

6.2. Payment Register

RESOLUTION 2024-046

Moved by Councillor Halvorsen

Seconded by Councillor Arnold

BE IT RESOLVED that Council approve the disbursements represented by Check Numbers 6894 through 6907 totalling \$7,841.12 and electronic bank payments totalling \$5,516.67, for a grand total of \$13,357.79

CARRIED

7. REPORTS FROM MUNICIPAL OFFICERS

7.1. Clerk's Report

The job postings for Facilities Manager and Assistant Facilities Manager positions have been renewed. A review of the "Serving Alcohol during Community Centre Rentals" has commenced and is expected to be replaced with a comprehensive "Municipal Alcohol Policy". This Policy would guide decisions (ex. staffing levels) and provide direction on the use and management of alcohol in Township facilities, open spaces, and public events. It would ensure that the actions of the Township are consistent with the legislation and regulations affecting alcohol use while reducing the risk of legal liability. A waitlist for the potential Foodcycler program was established as directed by Council. Notice has been made on the website and Facebook. The Emergency Preparedness event has been tentatively scheduled for June 15th. There will be a BBQ, corn roast, and family activities. Participants will receive an emergency information kit. Various organizations such as the EMO will be invited to attend and set up an information table.

7.2. Treasurer's Report

A Tax Adjustment Application was received for the years 2021-2022 due to a house fire. Council considered the application and requested additional information before rendering a decision.

7.3. Public Works Report

Maintenance included grading and sanding of roads. Traffic signs were inspected and replaced.

7.4. Fire Chief Report

Weekly training continues. An inventory is in progress of all Fire Department buildings and vehicles. The EFR Coordinator and the SNEMS conducted an EFR training course. The EFR Coordinator also held a multi-department training session with the Thunder Bay Midwives. One medical call was received and responded to by two VFD members. The Fire Chief confirmed permission from the Township of O'Connor to utilize its water source if necessary. One volunteer has joined the VFD team; several applications are being processed.

In consideration of the Fire Chief's time, it was agreed go into closed session to discuss a Human Resources Issue.

Mayor ____
Clerk ____

Resolution 2024-047

Moved by: Councillor Arnold

Seconded by: Councillor Halvorsen

BE IT RESOLVED THAT, the time being 6:28 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

Resolution 2024-048

Moved by: Councillor Arnold

Seconded by: Councillor Halvorsen

BE IT RESOLVED THAT, the time being 7:05 p.m., Council resolve into open session

And Administration proceed as directed

CARRIED

Fire Chief Day left at 7:05 p.m.

- 7.5. Deputy Clerk-Treasurer / Health & Safety Representative Report
A summary of activities was provided to Council. Cemetery row markers were ordered for the 2024 Cemetery Capital project.

7.6. Councillor Reports

Mayor Maxwell attended an EMPC (Emergency Municipal Program Committee) meeting. She attended an EFR course provided by the VFD. She attended the LRMC (Lakehead Rural Municipal Coalition) meeting. She attended meetings for the Budget Committee and the Social Committee. As the council representative for the Social Committee, she provided the draft dates and budgets for the next two proposed events: Spring Brunch and Movie Show.

Councillor Arnold attended the TBDHU (Thunder Bay District Health Unit) meeting regarding updates for standards, policies and other processes. He also attended the TBDHU regular monthly meeting.

Councillor Halvorsen attended the EMPC meeting and the LRPB (Lakehead Rural Planning Board) meeting.

Councillor Maxwell assisted the VFD with radio issues. He also attended the Budget Committee.

7.7. Other agencies' report

Received for information:

1. TBDSSAB February Confirmed Board Meeting Minutes
2. Board of Health Meeting Minutes - February 21, 2024

Mayor ____
Clerk ____

8 NEW BUSINESS

8.1. Hiring Process

Facilities Dept

Vacant positions are currently being posted internally and externally. Hiring Committee shall consist of the Mayor, the CAO/Clerk and the HR Assistant. The HR Assistant shall determine when the review and selection of applicants for interviews will occur.

Public Works Dept

Public Works Manager position is currently being posted internally. Hiring Committee shall consist of the CAO/Clerk, the HR Assistant, Councillor Maxwell in his capacity of Roads Liaison, and Councillor Arnold. The Clerk was not aware of any internal applicants at the time of the council meeting. The position shall be advertised externally since no internal applications were received.

8.2. Fleet Management

The Public Works Manager has previously discussed with council the implementation of fleet management software in public works vehicles. The two main vehicles (grader and backhoe) already have fleet management capabilities (John Deere Link) which can provide valuable information in the event of an insurance claim. The Public Works Manager recommended the installation of fleet management devices in the Public Works Truck and the Sander so that evidence can be provided such as road patrols and spot sanding.

9 BY-LAWS

9.1. By-Law 1436 – Appointment of MBLEO

Resolution 2024-049

Moved by: Councillor Arnold

Seconded by: Councillor Halvorsen

BE IT RESOLVED THAT By-law 1436 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. 1436, being a By-law to appoint MBLEO

CARRIED

10 CORRESPONDENCE

10.1 MNRF: Inspection of 2024-2025 Annual Work Schedule

10.1.1 Map C Harvest – excerpt

10.1.2 Map C Renewal – excerpt

Received for information.

Mayor ____
Clerk ____

10.2 FCM Communique
10.2.1 CCBF Package including draft resolution/letter

WHEREAS, Canada is experiencing record population growth, having welcomed 1.25 million new Canadians last year alone; and

WHEREAS, According to the Canada Mortgage and Housing Corporation (CMHC) we need to build at least 3.5 million additional homes by 2030, and municipalities need to build or expand the infrastructure to accommodate this growth; and

WHEREAS, FCM has estimated that the cost of the municipal infrastructure required support housing development is, on average, in the range of \$107,000 per unit; and

WHEREAS, According to Statistics Canada the cost of upgrade existing municipal infrastructure so that it is in a state of good repair is in the range of \$170 billion; and

WHEREAS, Non-residential construction price inflation has risen by 29% since the end of 2020 and municipalities are facing soaring costs for infrastructure project without a corresponding growth in revenue; and

WHEREAS Unlike federal and provincial revenue, municipal tax revenue has not increased in recent years along with inflation, economic growth or population growth; and

WHEREAS, Municipalities are facing a gap in federal infrastructure funding as the 10-year Investing in Canada Infrastructure Program has come to an end, the Canada Community-Building Fund is being renegotiated and the Permanent Public Transit Fund is set to start in 2026; WHEREAS, The Canada Community-Building Fund (CCBF), which was formerly known as the federal Gas Tax Fund, provides more than \$2.4 billion in annual capital funding directly to municipalities through a predictable allocation mechanism, and municipalities of all sizes use the CCBF to deliver direct results for Canadians by building and renewing critical core public infrastructure, including water infrastructure, local roads, public transit and community, and cultural and recreational facilities; now therefore be it

Resolution 2024-050

Moved by: Councillor Halvorsen

Seconded by: Councillor Maxwell

BE IT RESOLVED, That the federal government work with agreement signatories and municipalities to maintain the CCBF as a source of direct, predictable, long-term funding for local infrastructure priorities; and be it further

AND THAT the federal government commit, in Budget 2024, to the next generation of infrastructure programs, including a new program for water and wastewater infrastructure and an increase to the Disaster Mitigation and Adaptation Fund; and be it further

AND THAT the federal government convene provinces, territories and municipalities to negotiate a “Municipal Growth Framework” to modernize the way that municipalities are funded in order to enable Canada’s long-term growth.

CARRIED

Mayor ____
Clerk ____

- 10.3 NOMA
 - 10.3.1 NOMA Annual Conference agenda

Agenda for the NOMA Annual Conference received for information. Councillor Arnold is registered to attend as approved. Members of Council shall send any questions for the Ministers attending the conference to the Clerk who shall forward accordingly.
- 10.4 Thunder Bay Veterinary Services Committee
 - 10.4.1 Minutes from 2023 meeting
 - 10.4.2 Agenda for 2024 meeting

Council decided not to have a representative for the 2024 year.
- 10.5 Township of Amaranth – resolution regarding municipal operational budget funding

Resolution 2024-051

Moved by: Councillor Halvorsen

Seconded by: Councillor Maxwell

BE IT RESOLVED that the Council of the Township of Conmee supports the resolution by the Township of Amaranth calling on the Province of Ontario to provide equivalent representative operational budget funding amounts to all Ontario municipalities

AND THAT copies of this support be provided to the Premier, the Association of Municipalities of Ontario, and MPP Kevin Holland

CARRIED

- 10.6 Ministry of Environment – regarding ‘Keeping Energy Costs Down’ Act
 - 10.6.1 Backgrounder
 - 10.6.2 WOWC press release

Received for information.
- 10.7 Other correspondence

Received for information.

11 UPCOMING MEETING DATES

April 9 th , 2024	Regular Council Meeting
April 23 rd , 2024	Regular Council Meeting – Delegation: OPG
May 14 th , 2024	Regular Council Meeting
May 28 th , 2024	Regular Council Meeting
June 11 th , 2024	Regular Council Meeting
June 25 th , 2024	Regular Council Meeting
July 9 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

Mayor _____
 Clerk _____

12 CLOSED SESSION

Resolution 2024-052

Moved by: Councillor Halvorsen

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT, the time being 8:24 p.m., Council resolve into closed session, under the authority of paragraph 239(2)(b)(d) of the Municipal Act, 2001 to discuss Item 12.2-12.4 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 March 12th 2024

CARRIED

12.1 Closed Minutes – March 12th 2024

12.2 Human Resources - MBLEO

12.3 Human Resources – VFD

12.4 Human Resources – Committees

Resolution 2024-053

Moved by: Councillor Arnold

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT, the time being 9:33 p.m., Council rise from closed session and report in open session

AND THAT the Closed Minutes of the Regular Council Meeting held on March 12th 2024 be approved

AND THAT Administration proceed as directed

CARRIED

13 CONFIRMING BY-LAW

13.1 By-law 1437 – To Confirm the Proceedings of the Meeting

Resolution 2024-054

Moved by: Councillor Arnold

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT By-law 1437 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. 1437, being a By-law to confirm the proceedings of this evening's meeting.

CARRIED

14 ADJOURNMENT

Meeting was adjourned at 9:34 p.m.

Sheila Maxwell, Mayor

Shara Lavallee, Clerk