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2
AGENDA FOR REGULAR COUNCIL MEETING
Tuesday, May 13th, 2025 – 6:00 p.m.



Join Zoom Meeting: <https://us02web.zoom.us/j/83300664226?pwd=OkFBtFCK3pjfGaMSfcflbiHid6iMOB.1>

Meeting ID: 833 0066 4226

Passcode: 658303

1. CALL TO ORDER
Land Acknowledgement
2. APPROVAL OF AGENDA
Recommendation: BE IT RESOLVED THAT the agenda for the Regular Council Meeting of May 13th, 2025, be approved as circulated. (Alternatively, amendments to be noted; with approval as amended.)
3. DECLARATIONS OF PECUNIARY INTEREST
4. TOWN HALL SEGMENT
5. DEPUTATIONS
None for this meeting.
6. MINUTES OF PREVIOUS MEETINGS
 - 6.1 Minutes – Open Session Regular Council Meeting – April 22nd, 2025
Recommendation: BE IT RESOLVED THAT the Minutes of the Open Session of the Regular Council Meeting held on April 22nd, 2025, be approved as circulated. (Alternatively, corrections to be noted; with approval as amended.)
7. DISBURSEMENT LIST
 - 7.1 Payroll Report
 - 7.2 Payment Register
Recommendation: BE IT RESOLVED THAT Council approve the disbursements represented by electronic bank payments, check numbers 7376 to 7390, totalling \$ 26,743.73 and check numbers 7391 to 7408 totalling \$50,148.98.
8. REPORTS FROM MUNICIPAL OFFICERS/OTHERS (As available)
 - 8.1 Clerk's Report
 - 8.2 Treasurer's Report
 - 8.3 Deputy Clerk-Treasurer's Report (No report this meeting)
 - 8.4 Public Works Report (No report this meeting)
 - 8.5 Fire Chief's Report
 - 8.6 Council Member Reports (Verbal)
 - 8.7 Reports from Other Agencies: as listed in the Clerk's Report
Recommendation: BE IT RESOLVED THAT Council receive the reports presented as listed in Section 8 of this evening's agenda. (Alternatively, directions to Administration as per Council's determination)
9. NEW BUSINESS
 - 9.1 North Rock Engineering Proposal for 2025 Water Quality Monitoring & Reporting
Recommendation: Administration to be directed relating to North Rock proposal.
 - 9.2 Northern Peak HR Service Agreement
Recommendation: Administration to be directed relating to Northern Peak HR Service Agreement
10. BYLAWS
 - 10.1 Bylaw 2025-013 – Budget 2025
Recommendation: BE IT RESOLVED THAT Bylaw 2025-013 be passed, and FURTHER, THAT the Mayor and the Clerk be authorized on behalf of the Township of Conmee to affix their signatures to By-law No. 2025-013 being a By-law to establish the 2025 Budget for the Municipality, effective May 13th, 2025.

10.2 By-Law 2025-014 – Tax Rates

10.3 By-Law 2025-015 – Tax Ratios

Recommendation: BE IT RESOLVED THAT Bylaw 2025-014, and Bylaw 2025-015 be passed, and FURTHER, THAT the Mayor and the Clerk be authorized on behalf of the Township of Conmee to affix their signatures to By-law No. 2025-014, and By-law No. 2025-015 being By-laws to establish the 2025 Tax Rates and 2025 Tax Ratios for the Municipality, effective May 13th, 2025.

11. CORRESPONDENCE

List of Resolution Support Requests from other municipalities:

11.1 Town of Parry Sound – diversity and inclusion resolution

11.2 Township of Champlain – surveillance and monitoring of heavy vehicles in Ontario

11.3 Town of Richmond Hill – resolution - exotic animals

11.4 Township of Otonabee-South Monaghan – proposal to end daylight savings time

11.5 Town of Cobourg – resolution – Ontario Works financial assistance rates

Recommendation: Administration to be directed as it relates to support requests from municipalities listed in Section 11 of this evening's agenda.

12. UPCOMING MEETING DATES

Regular Council Meetings: May 27th; June 10th & 25th (Wed 6:30 pm) July 8th & 22nd; August 12th and 26th; September 9th and 23rd; October 14th and 28th; November 12th (Wed) & 24th; and December 16th, 2025.

13. CLOSED SESSION

Recommendation: BE IT RESOLVED THAT, the time being ____ p.m., Council enter Closed Session under the authority of those paragraphs of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, for which the meetings were closed, to consider Item 13.2, being the Closed Session minutes of the Council meeting held April 22nd, 2025; under paragraph 239(2)(b) to consider Item 13.1, involving personal matters about identifiable individuals, and, under the authority of paragraph 239(2)(b) and 239(2)(d) of the same legislation, to consider Item 13.3 and 13.4, involving personal information about identifiable individuals and labour relations.

13.1 Property Tax Issue – resident (verbal)

13.2 Minutes – Closed Session Regular Council Meeting – April 22nd, 2025

13.3 Landfill Issue

13.4 HR Assistant's report and HR Advisor's report (verbal) on Personnel Matters

Recommendation: BE IT RESOLVED THAT, the time being ____ p.m., Council rise from Closed Session and report in Open Session

14. BUSINESS ARISING FROM CLOSED SESSION

Recommendation 1: BE IT RESOLVED THAT the Minutes of the Closed Session of the Regular Council Meeting held on April 22nd, 2025, be approved as circulated. (Alternatively, corrections to be noted; with approval as amended.)

Recommendation 2: BE IT RESOLVED THAT Administration be authorized to proceed as directed in Closed Session.

15. CONFIRMING BYLAW

By-law 2025-016 – To Confirm the Proceedings of the Meeting

Recommendation: BE IT RESOLVED THAT Bylaw 2025-016 be passed, and FURTHER, THAT the Mayor and the Clerk be authorized on behalf of the Township of Conmee to affix their signatures to By-law No. 2025-016, being a By-law to confirm the proceedings of this evening's meeting.

16. ADJOURN

Recommendation: There being no further business to conduct, the Mayor declares the meeting to be adjourned at ____ p.m.

MINUTES - REGULAR COUNCIL MEETING

Tuesday, April 22nd, 2025 – 6:00 pm



PRESENT	Mayor Sheila Maxwell Councillor Grant Arnold Councillor David Maxwell
PRESENT VIRTUALLY	Councillor Chris Kresack
REGRETS	Councillor David Halvorsen
ALSO PRESENT	Karen Paisley, Clerk Leanne Maxwell, Treasurer Leonard Arps, Public Works Supervisor

1. CALL TO ORDER

Mayor Maxwell called the meeting to order at 6:01 p.m.
Mayor Maxwell provided a statement of land acknowledgement.

2. APPROVAL OF AGENDA**RESOLUTION 2025 – 074**

Moved by: Councillor Arnold

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT the agenda for the regular council meeting of April 22nd, 2025, be approved as amended.**CARRIED****3. DECLARATIONS OF PECUNIARY INTEREST**

No declarations were made.

4. TOWN HALL SEGMENT

No members of the public had registered to speak at the Town Hall Segment.

5. DEPUTATIONS

Jennifer Hess, Manager of Investment Services for the Municipal Finance Officers' Association and Keith Taylor, Chief Investment Officer with ONE Investment, addressed Council with respect to using their services to assist with investing municipal income to fund capital expenses. ONE Investment is a not-for-profit organization partnered with LAS, which is the business arm of AMO, the Association of Municipalities of Ontario, and CHUMS, which is a subsidiary of the municipal Finance Officers Association. All associations involved are not for profit organizations. These agencies mandate is to help service investment needs for the municipal sector of the province. Ms. Hess and Mr. Taylor provided an overview of their functions and advised investments can be a valuable tool to offset tax-based pressures. They provided suggestions for investments such as high interest savings accounts and a portfolio of diversified investments, emphasizing the importance of aligning investment strategies with Conmee Township's financial objectives. Mayor Maxwell thanked them for their deputation and advised Council will discuss and direct the Administrative staff after Council has an opportunity to discuss.

6. MINUTES OF PREVIOUS MEETING(S)**6.1. Minutes – Regular Council Meeting – April 8th, 2025**

Members present reviewed the minutes. No errors or omissions were noted.

RESOLUTION 2025 - 075

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

BE IT RESOLVED THAT the minutes for the open session portion of the regular council meeting of April 8th, 2025, be approved, as amended.**CARRIED**

7. DISBURSEMENT LIST

7.1. Payroll Report

There was no Payroll Report for this meeting.

7.2. Payment Register

Council began the payment register review but did not complete it due to Council entering into closed session. Council did not return to item 7.2. The Clerk has placed the payment register for this meeting on the agenda for the May 13, 2025 meeting.

CLOSED SESSION

RESOLUTION 2025-076

Moved by: Councillor Arnold

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT the time being 6:34 p.m., Council enter Closed Session under the authority of those paragraphs of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, for which the meetings were closed, in order to consider Item 13.1, being the Closed Session minutes of the Council meeting held April 8th, 2025; and, under the authority of paragraph 239(2)(b) and 239(2)(d) of the same legislation, in order to consider Item 13.2, 13.3, and added Item 13.4, involving personal information about identifiable individuals and involving labour relations or employee negotiations.

CARRIED

During closed session, the following procedural resolution was passed:

RESOLUTION 2025-077

Moved by: Councillor Maxwell

Seconded by: Councillor Arnold

BE IT RESOLVED THAT, the time being 7:00 p.m., Council rise from closed session and report in open session.

CARRIED

Council stood down for a brief recess

Council resumed in open session at 7:05 p.m.

8. REPORTS FROM MUNICIPAL OFFICERS

8.1. Clerk's Report

Clerk Paisley overviewed the Clerk's report to Council and responded to questions. In addition to the information in the report, the Clerk advised PSD Citywide had provided a charter for the Clerk to sign with no change to the amount as discussed at the last council meeting. The Clerk contacted PSD Citywide to determine why there was no change and was told they had confused us with another municipality, so the cost remained the same. The original amount had been approved by Council. The Clerk advised Council her Clerk 1 training is now completed. In order to fit in conferences, the training, and preparation for the council meeting into the short week, the Clerk attended the office on the Friday statutory holiday to complete the agenda package for this council meeting and completed the final assignment for her course. The Clerk requested council approve her lieu time submitted at time and ½ for working on the statutory holiday. This was approved by Council. The Clerk would like to investigate the option and cost of using a program called eScribe to record council meetings, which other municipalities are using. The Clerk for the City of Thunder Bay has offered to demonstrate the eScribe platform to the Conmee Clerk in person at their office. The Clerk is directed by Council to get a quote for the cost of this platform. The Clerk informed Council that Minister Jill Dunlop and Deputy Minister Bernie Derbille were attending the municipal office and the fire hall on Thursday April 24th at 10:30 a.m. The Fire Chief and Treasurer will be in attendance and will show them items purchased with the community emergency preparedness grant that administration had successfully applied for and received. The Clerk reviewed correspondence from other agencies, which were provided for Council's information and review.

8.2. Treasurer's Report

No Treasurer's Report was presented at this evening's meeting.

8.3. Deputy Clerk-Treasurer's Report

No Deputy Clerk-Treasurer's Report was presented at this evening's meeting.

8.4. Public Works Report

The Public Works Supervisor overviewed his report to Council and responded to questions. In addition to the information provided, Mr. Arps reported ongoing road maintenance, including scarifying and grading in worst-hit areas and he has plans to add more gravel when grading the roads.

He plans to remove the wing from the grader and truck as warmer weather approaches. Council noted improvements in road conditions. Mr. Arps advised that there are new regulations requiring video documentation for safety checks, leading to increased costs. The steamer was repaired last year but it's still problematic, with a recent invoice of \$1300. The backhoe has persistent issues with hydraulic pumps and extensive troubleshooting and there is a potential high cost for repairs including hydraulic pump replacement and system flush. There have been previous repairs completed on the brush head, which may need to be replaced. Council suggested a potential trade-in for the brush head. Mr. Arps has completed sign inventory, and he plans on ordering new signs with gas tax or infrastructure money. There are plans to replace a collapsing culvert on Hunt Road.

8.5. Fire Chief's Report

No Fire Chief's Report was presented at this evening's meeting.

8.6. Council Member Reports

Mayor Maxwell advised she, the Treasurer, the Clerk, and Councillor Maxwell reviewed the budget. Minor adjustments were made, resulting in the budget presented to Council for this meeting. The next LRMC meeting she will be attending is on May 20th. Mayor Maxwell will be withdrawing from firefighter training due to health issues but will continue with the EFR in a different capacity. Discussions with the Clerk are ongoing regarding forming the social committee with parties who have expressed an interest. The Clerk and Mayor Maxwell will review the union agreement before meeting with the HR Advisor, Shawn Koza. She would like to assist administration this summer by reviewing and organizing the landfill card system to ensure proper usage.

Councillor Arnold attended the Thunder Bay District Health Unit Board of Directors meeting on April 16th. He will be attending NOMA and the Lakehead Region Conservation Authority meeting this week. He provided materials from the TBDHU meeting to the Clerk and suggested they be included in the newsletter. Councillor Arnold has several personal matters that affect his schedule and will try to attend council meetings virtually.

Councillor Maxwell contacted Steve Lazar regarding the activation of the council chambers' microphones. Mr. Lazar will inform Councillor Maxwell of the cost. Councillor Maxwell advised he attended the budget meeting on April 18th.

Councillor Kresack reported the next meeting for the Food Bank is after the May 13th council meeting. It will be the annual general meeting with elections for the board, with the regular meeting to follow after.

8.7. Other Agencies' Reports

These reports were listed, for information, and discussed during the Clerk's report at Item 8.1.

RESOLUTION 2025-078

Moved by: Councillor Arnold

Seconded by: Councillor Maxwell

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

CARRIED

9. NEW BUSINESS

9.1. Draft 2025 Budget

A revised draft budget was provided in the agenda package. Council discussed the budget for approval. By consensus the budget is approved and will be tabled to complete the bylaws required.

9.2 Draft Letter to the City of Thunder Bay

Mayor Maxwell noted that the LPMC is expected to send out communications to mayors ahead of the May 20th deadline. The draft letter was reviewed and deemed satisfactory, with a suggestion to wait for other municipalities to submit their letters before forwarding it. Mayor Maxwell proposed reaching out to Reeve Wright, Chair of the LPMC with a copy of the draft letter to seek support and coordination. It was agreed that letters from each municipality would have a significant impact, and a deadline of May 10th was recommended for submitting support letters. The importance of including the Ministry of Transportation and MPP Holland in the communications was noted, and Councillor Arnold suggested that MPs and MPPs receive copies of the letter post-election due to the significance of the Trans-Canada Highway.

10. BY-LAWS

10.1 Bylaw 2025-011 – to amend bylaw 1426 – appointing the Fire Chief effective January 9, 2025

RESOLUTION 2025-079

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

BE IT RESOLVED THAT By-law 2025-011 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. 2025-011, being a by-law to amend bylaw 1426 – appointing the Fire Chief effective January 9, 2025.

11. CORRESPONDENCE

List of Resolution Support Requests from other Municipalities

Council reviewed the list of resolutions. Council expressed its desire to support all resolutions listed.

RESOLUTION 2025-080

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

BE IT RESOLVED THAT: the Corporation of the Township of Conmee Council supports the April 15, 2025 correspondence of the Township of Tillsonburg regarding opposition to Proposed Amendments to O.Reg. 530/22 to Expand Strong Mayor Powers; and that this supporting resolution and the originating correspondence be circulated to Premier Doug Ford, MPP Rob Flack - Minister of Municipal Affairs and Housing, MPP Kevin Holland – Thunder Bay Atikokan, MPP Lise Vaugeois – Thunder Bay-Superior North, MPP Lisa Thompson - Minister of Rural Affairs, Association of Municipalities of Ontario (AMO), and the Township of Tillsonburg.

RESOLUTION 2025-081

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

BE IT RESOLVED THAT: the Corporation of the Township of Conmee Council supports the March 17, 2025 correspondence of the City of Peterborough with regard to discontinuing the usage of X, formerly known as Twitter as a social media platform; and that this supporting resolution and originating correspondence be circulated to the Association of Municipalities of Ontario (AMO).

12. UPCOMING MEETING DATES

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

13. CLOSED SESSION

Closed session was held earlier in the meeting. Council entered into closed session at 6:34 p.m. and rose from closed session at 7:00 p.m.

14. REPORT FROM CLOSED SESSION**RESOLUTION 2025-082****Moved by: Councillor Arnold****Seconded by: Councillor Kresack**

BE IT RESOLVED THAT the Closed Minutes of the Regular Council Meeting held on April 8th, 2025, be approved;
 AND, FURTHER, THAT Administration be authorized to proceed as directed in closed session.

CARRIED**15. CONFIRMING BY-LAW**a. By-law 2025-012**RESOLUTION 2025-083****Moved by: Councillor Maxwell****Seconded by: Councillor Kresack**

BE IT RESOLVED THAT By-law 2025-012 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. 2025-012, 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 p.m.

 Mayor Sheila Maxwell

 Clerk Karen Paisley

Staff Payroll -April 11, 2025
 - April 25, 2025
 Council Payroll - April 30, 2025

	<u>Administration and</u>		
	<u>Public Works</u>	<u>Other</u>	<u>Total</u>
Wages	19,847.97	6,380.22	26,228.19
EI	456.61	233.54	690.15
CPP	1,103.16	368.11	1,471.27
RRSP	655.70		655.70
mileage	73.15	54.72	127.87
total	<u>22,136.59</u>	<u>7,036.59</u>	<u>29,173.18</u>

Township of Conmee

Payment Register

Report Date

Batch: 2025-00061 to 2025-00078 2025-04-16 11:58 AM

Bank Code: GEN - TD Operating Account

	Payment #	Vendor	Amount	
Computer Cheque				
	7376	VOID - wrong payment method	0.00	
	7377	Clow Darling Ltd	271.77	
	7378	MicroAge	317.21	
	7379	MicroAge	282.50	
	7380	Rosalie Evans Municipal	687.65	
	7381	Spectrum Telecom Group Ltd	748.06	includes annual "standby" fee
	7382	Thunder Bay Vet Service Committee	100.00	
	7383	Lakehead Cleaners	75.46	
	7384	Spectrum Telecom Group Ltd	474.60	from Feb
	7385	Xerox Canada Ltd	58.68	
	7386	Kyle Foekens/BMO RRSP	134.54	
	7387	CUPE	345.65	
	7388	Ultramar	1,431.63	
	7389	Bay City Contractors	10,554.58	safety
	7390	Westland Insurance Group Ltd	383.40	
			<u>15,865.73</u>	
Other				
	123	PSD Citywide Inc.	644.10	
	123	TD Visa	2,347.00	
	151/111	TD Visa	3,174.72	
	205	TD Visa	51.02	
	232	Hydro One Networks	137.48	fire hall
	235	Hydro One Networks	1,604.06	complex
	237	Hydro One Networks	524.73	garage
	284	TBayTel	133.33	
	285	TBayTel	254.56	
	310	TD Visa	1,770.65	
	354	TD Visa	141.36	
	544	Bell Canada	94.99	
			<u>10,878.00</u>	
			<u><u>26,743.73</u></u>	

Township of Conmee

Payment Register

Report Date

Batch: 2025-00080 to 2025-00084 2025-05-05 3:22 PM

Bank Code: GEN - TD Operating Account

Payment #	Vendor	Amount	
7391	Lakehead Cleaners	37.73	
7392	Minister of Finance	7,286.00	
7393	Thunder Bay Police Service	2,912.70	
7394	Kyle Foekens/BMO RRSP	134.54	
7395	Certified Laboratories	464.03	fluids for PW
7396	City of Thunder Bay	17,982.00	EMS 1st quarter
7397	Everguard Fire and Safety	115.26	refill air cyl
7398	Kevin's Tire Service	2,030.95	tires for service truck
7399	REV - Lakehead Purchasing Consortium	0.00	cancelled
7400	REV - Network & Automation Systems	0.00	paid by e-transfer
7401	NW Ontario Military and Police Museum	1,124.83	rebate on property tax
7402	Ryans Small Engine Service	1,307.41	repair steamer
7403	Sarjeant Propane	3,242.74	
	community center - \$1451.37		
	garage - \$1791.37		
7404	Spectrum Telecom Group Ltd	531.10	
7405	Thomson Reuters Canada	33.60	H7S book
7406	Thunder Bay DSSAB	8,027.00	
7407	Toodaloo Pest and Wildlife	110.74	
7408	Ultramar	1,934.12	
	Total cheque payments	47,774.75	
123	Manulife	1,652.16	
758	TBayTel	423.75	
c1atkd	Network & Automation Systems	298.32	speakers in chambers
	Total electronic payments	2,374.23	
	Total	50,148.98	

**The Corporation of the Township of Conmee
Administrative Report**

Date: May 13, 2025

To: Mayor and Council

Subject: Administrative Activity Report

File Number: 01-C10-0000 Administrative Activity Reports

Submitted by: Karen Paisley Clerk

RECOMMENDATION:

For information and direction from Council as required.

BACKGROUND:

Administration reports to Council at regular council meetings on its activities.

DISCUSSION:

The Clerk contacted the rural municipalities in the District of Thunder Bay with respect to support for the Township of Conmee's correspondence against the Designated Truck Route (DTR) to be submitted to the City of Thunder Bay. The draft letter and report to council for this issue were provided to the Municipal Clerks as reference. The local municipalities are bringing this before their councils, with most municipality's meetings scheduled for May 13th. The Gillies Township Clerk has already provided a support resolution for the Clerk to send to the City of Thunder Bay. The LRMC Chair and secretary have also sent a letter to the City of Thunder Bay in support of our correspondence. The Clerk had sent the Conmee Township's correspondence to the City of Thunder Bay last week in advance of the resolutions in support that will be forthcoming. While this was premature, the Clerk received more information with regard to timelines for the City of Thunder Bay's plan for the DTR bylaw. On June 2nd the City of Thunder Bay is planning a report and presentation for this issue at their council meeting. The bylaw submission will be at the June 23rd council meeting. The City's deputy clerk asked if we wanted our correspondence as part of the written deputation on June 2nd or emailed to City Council. After consulting with Mayor Maxwell, the choice was the letters and support resolutions should be presented to City Council as a written deputation.

The Clerk contacted Triton with regard to creating a service agreement for producing criminal records checks for employees and volunteers. The process was quick and easy and as a result, we can submit level 2 records check requests very easily. The cost for each check is \$26.00. The Clerk created one check already for the assistant facilities manager, and the report was received within minutes of filing the request in the online dashboard.

A resident has responded to emails I sent to residents interested in joining the social committee. The Clerk and Mayor are in the process of setting up a time to meet with them to review the onboarding package.

Residents who had expressed an interest in the Food Cycler Program were contacted and most responded with what system they would like to order. We also received calls and emails from residents after the May newsletter was released with the Food Cycler information. In total we have 14 confirmed orders. A date of May 15th for residents to send in their request for the system was set. The order for the systems will be sent on that date. The Clerk advised the residents that's when the purchase will be made, and that the Township will be purchasing the systems upfront, with the resident's portion of the payment due when they pick the units up. At the Clerk's request, the CAO for Lakehead Region Conservation Authority dropped off a rain gauge, which will be placed on the municipal property. The administration office will be responsible for monitoring the rainfall and submitting the statistics. The CAO was grateful to our administration for participating in this, as there were no gauges in the area, and this assists with their data and statistics.

The clerk purchased a handsfree headset for the phone at a cost of \$245.00. This will be very helpful as some data systems we need to access are on the computer at the front counter. This eliminates the need to transfer to the phone located close to the counter and potentially dropping the call when transferring. Glare protectors for computer monitors were purchased as well. The cost was \$36.00 for two.

Other Agency Reports – 8.7

1. OMAFA 2025 – Correspondence to Municipalities – Agricultural System
2. TBDSSAB – Regular Session Board Meeting Minutes
3. Letter – The Case for Municipal Approvals of Proximity Energy Development
4. LRCA Minutes - March 26, 2025
5. LRCA Drinking Water Meeting Minutes – April 24, 2024

**The Corporation of the Township of Conmee
Administrative Report**

Date: May 13, 2025, 2025

To: Mayor and Council

Subject: Treasurer Report

Submitted by: Leanne Maxwell

RECOMMENDATION:

This Report is prepared for Council's information.

BACKGROUND:

The Treasurer reports to Council, at regular council meetings, as necessary, on her activities

FOR INFORMATION

Xerox Machine

Xerox has reduced its number of service technicians in the north for their clients. The repair persons come from Kapuskasing now. I have signed a service agreement with TBXI. This is the company that has been coming to the office since the machine was installed. They provide the exact same service as Xerox was. The only change is the billing comes from them instead of Xerox and we now have a local number to call instead of a 1-800 number.

Arrears

Realtax:

Another property has been paid in full. Currently we have two residents (four properties) with Realtax. There are potentially another five residents (twenty properties) that will be sent to Realtax in the next couple of months.

Arrears report:

The Arrears listing is attached.

Other

The auditor is coming out on Tuesday, May 13 to hopefully wrap up the 2023 books.

Arrears - as of April 30, 2025

Total Amount Outstanding	# of Properties	2024	# of Properties	2023	# of Properties	2022 + prior	Total	
\$0 - \$999	39	16,325.41	35	11,154.56	20	10,045.39	37,525.36	
\$1000 - \$2499	12	18,229.88	3	4,445.31	0	0.00	22,675.19	
\$2500 - \$4999	11	38,232.52	5	17,635.47	3	11,038.49	55,867.99	
\$5000 - \$9999	2	11,560.70		0.00		0.00	11,560.70	
\$10000 +								
	64	<u>84,348.51</u>	43	<u>33,235.34</u>	23	<u>21,083.88</u>	<u>138,667.73</u>	
							22,669.51	with RealTax
							<u>115,998.22</u>	

Fire Chiefs Report: April 2025 – Submitted May7

Chiefs Hrs: 41.5

EFR Coordinator: 3

Volunteers: 188

This month Conmee Emergency Services were paged to 2 medical calls and one MVC. The MVC was for mutual aid to Kaministiquia and was cancelled, while Conmee staff were enroute.

Training has continued with an emphasis on emergency first response, multiple casualty incidents, and FF 1 skills. Training was moved to Monday evenings at 1800 to accommodate work schedules for the month.

We currently have 3 members who have completed their online training and are beginning the in-class portion of FF1. The hours these members have spent on this course are not included in the monthly total. A fourth member who was enrolled has decided to respond as EFR and auxiliary support only, and will not be completing FF1. We are happy to have members who are able to help us in any capacity, however my emphasis has been that to meet Ontario legislation, we will need our members to attend these courses and obtain certification. I am pleased to say we have an eager and ambitious team.

This month we were invited to attend a training exercise with the Oliver Paipoonge Fire Department. They hosted a simulated multi casualty incident with over 39 local volunteers to act as “patients,” and multiple first responders. This was very beneficial training and has both departments looking forward to more opportunities to train together.

The proposed E&R bylaw has been shared with the chiefs who have been collaborating on it. So far I have not received any feedback as April has been a very busy month for everyone.

I was happy to meet Minister Dunlop at our Municipal Hall and show her the water treatment system as well as the generator and cell booster for the fire dept.

P-75 has continued to be problematic with multiple pump issues (water gauge inaccurate, back flow on intake stuck,) I have considered contacting Wayne’s Autobody, however, given the past delays and issues, as well as other departments with similar reviews, I have decided to wait until Seahawk (Winnipeg based) can take a look at it and do hose testing as well.

There have been numerous pieces of gym equipment made available to our volunteers in the old ambulance bay. This is fantastic, however, it has been problematic as our firefighters would like to use this equipment and keep our building clean and tidy, but the

public works continue to store equipment in there (most often muddy). This was also an embarrassing sight to show the Minister during her visit. Please provide instruction on what we should do with this building. In the future, I do believe we will need most of the room for our wildland trailer and some training space. If we acquire another apparatus, the main fire hall will be full.

From: [Levy, Elysia \(She/Her\) \(OMAF\)](#) on behalf of [Martin, Andrea \(She/Her\) \(OMAF\)](#)
Cc: [Martin, Andrea \(She/Her\) \(OMAF\)](#); [Doncaster, Michele \(OMAF\)](#)
Subject: OMAFA Correspondence RE: Agricultural System
Date: April 15, 2025 2:56:30 PM
Attachments: [image001.png](#)
[OMAF 2025 Ltr to Municipalities Agricultural System.pdf](#)

To whom it may concern,

Please see the attached correspondence on behalf of Andrea Martin, Director, Food Safety and Environmental Policy Branch (FSEPB) of the Ontario Ministry of Agriculture, Food and Agribusiness (OMAF).

If municipal staff would like to discuss this or other agricultural land use planning matters, please reach out to the [OMAF Rural Planner](#) covering your municipality.

Regards,

Elysia Levy (she/her)

Ministry of Agriculture, Food and Agribusiness | Ontario Public Service



Taking pride in strengthening Ontario, its places and its people | Fiers de renforcer l'Ontario, ses lieux et sa population

**Ministry of Agriculture,
Food and Agribusiness**

**Ministère de l'Agriculture,
de l'Alimentation et de l'Agroentreprise**

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**Policy Division
Food Safety and Environmental Policy Branch**

April 15, 2025

To: All municipalities in Ontario (Planning Department and/or Clerk's Office)

Re: Agricultural System Implementation

Dear municipal partners,

The [Provincial Planning Statement](#) (PPS, 2024) came into effect on October 20, 2024. To help foster a thriving agri-food sector, the PPS (2024) requires an Agricultural System approach province-wide, which strives to protect the agricultural land base and strengthen the viability of the agri-food network. Implementing an Agricultural System approach can help support agri-food businesses, farm operations, related employment and economic opportunities, and protect Ontario's highest quality farmland.

The PPS, 2024 Agricultural System approach includes two components: 1. the identification of the agricultural land base; and 2. the consideration of the agri-food network – which may include infrastructure, services and assets that the agri-food sector relies on.

To support municipalities in their implementation of an Agricultural System approach, the Ministry of Agriculture, Food and Agribusiness (OMAFRA) has the following resources:

1: Agricultural Land Base Resources

To implement the agricultural land base, municipalities are required to identify and designate prime agricultural areas and consider if there are rural lands that could also be identified as part of an agricultural land base. Inclusion of rural lands within the agricultural land base is left to municipal discretion.

To support this work, OMAFA has data and information available upon request that can help municipalities identify where prime agricultural areas and rural lands are present. While there is no requirement to utilize this data and information in identifying municipal designations, it can help to provide a basis that municipalities can then refine based on

local information, such as municipally-designated prime agricultural areas and settlement area boundaries.

The existing [OMAFA Implementation Procedures for the Agricultural System \(2020\)](#) continue to provide helpful guidance with respect to what/how municipalities can address Agricultural System policies in their respective official plans. It is important to note that given section 5.3 of the Greenbelt Plan, 2017 has not been modified, the 2018 provincial agricultural land base mapping and implementation procedures remains in effect for the Protected Countryside of the Greenbelt. OMAFA staff are developing updated Implementation Procedures for the Agricultural System to align with the PPS (2024) and will provide notice once these updates have been finalized.

2: Agri-food Network Resources

The second component of the Agricultural System is the agri-food network. It complements and supports the agricultural land base. The agri-food network includes the regional infrastructure and transportation networks, agricultural operations, services, and other agri-food assets that are needed to sustain and enhance agriculture and the prosperity and viability of the broader agri-food sector.

The OMAFA [Agricultural System Portal](#) maps elements of the agri-food network, however, unlike prime agricultural areas, the agri-food network is not a land use designation within an official plan. Rather, awareness of, and support for the agri-food network is documented in an official plan for economic development purposes and can be achieved in several ways. This could include reference to local elements identified in asset mapping reports, or an inventory of components of the agri-food network in an official plan appendix. Other supportive approaches include policy cross-references to mapping and data tools, including OMAFA's Agricultural System Portal, the development of Agricultural Advisory Committees, supportive economic development policies for the agri-food network, and cross-references to Economic Development staff/programs.

Moving Forward

OMAFA staff will continue to work with municipalities to support implementation of the PPS 2024 Agricultural System policies. As such, we are pleased to share that as part of broader modernization efforts, the Ministry is embracing an 'evergreen' approach for maintaining and enhancing Ontario's digital soil mapping data.

As an example, improved topography/slope information available through new technology will be incorporated in a forthcoming digital update of the existing Canada Land Inventory (CLI) mapping for agricultural soil. As it becomes available, this new information is being applied to CLI ratings across Ontario. OMAFA is committed to making ongoing improvements to ensure CLI data is as accurate as possible. The work currently underway is anticipated to be completed in 2026/27. Until any future release of updated data, municipalities can continue using existing agricultural capability mapping (i.e., CLI ratings).

When you embark on implementing an Agricultural System approach or updating/refining existing official plan mapping, please contact OMAFA staff to discuss the data that may be available to support your project. You can locate OMAFA land use planning staff on [OMAFA's website](#). Below you will find a summary list of the additional resources related to Agricultural System planning and implementation.

Please share this correspondence with the appropriate planning and economic development department staff in your municipality.

Sincerely,



Andrea Martin
Director
Food Safety and Environmental Policy Branch

Resources

[Provincial Planning Statement, 2024](#)

[Implementation Procedures of the Agricultural System](#)

[A Place to Grow: Growth Plan for the Greater Golden Horseshoe, 2019](#)

[Agricultural Systems Portal](#)

[OMAFA Agricultural land use planning staff](#)

[Economic tools](#)

[Canada Land Inventory information for Agricultural Land Use Planning in Ontario](#)

[Soil Capability for Agriculture in Ontario](#)

[CONNECT ON](#)



**THE DISTRICT OF THUNDER BAY
SOCIAL SERVICES ADMINISTRATION BOARD**

BOARD MINUTES

**MINUTES OF BOARD (REGULAR SESSION) MEETING NO. 05/2025
OF**

THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD

DATE OF MEETING: March 20, 2025

TIME OF MEETING: 10:00 a.m.

LOCATION OF MEETING: Microsoft Teams &
3rd Floor Boardroom
TBDSSAB Headquarters
231 May Street South
Thunder Bay, ON

CHAIR: Jim Vezina

PRESENT:

Ken Boshcoff
Anne Marie Bourgeault
Chris Eby
Kasey Etreni
Brian Hamilton
Kathleen Lynch
Jim Moffat
Dominic Pasqualino
Jim Vezina

OFFICIALS:

Ken Ranta, Chief Executive Officer
Georgina Daniels, Director, Corporate Services Division
Crystal Simeoni, Director, Integrated Social Services Division
Marty Farough, Manager, Infrastructure & Asset Management
Shari Mackenzie, Manager, Human Resources
Aaron Park, Manager, Housing & Homelessness Programs
Tomi Akinoyede, Supervisor, Research & Social Policy
Carole Lem, Communications & Engagement Officer
Glenda Flank, Recording Secretary
Diana Hennel, Administrative Assistant

REGRETS:

Albert Aiello
Meghan Chomut
Greg Johnsen
Elaine Mannisto
Mark Thibert

GUESTS:

Note: For the purposes of the Minutes references to TBDSSAB or the Board refers to The District of Thunder Bay Social Services Administration Board of Directors as relevant to specific agenda items; references to TBDHC or the Board refers to the Directors of Thunder Bay District Housing Corporation as relevant to specific agenda items. References to CEO refer jointly to the Chief Executive Officer of TBDSSAB and Senior Administrator of TBDHC.

BOARD MEETING

Jim Vezina, Board Chair introduced Chris Eby, as a new Board Member appointed by The Township of Red Rock. All members of the Board and Administration introduced themselves.

DISCLOSURES OF INTEREST

None.

NEW BUSINESS

None.

CONFIRMATION OF BOARD MEETING AGENDA

Resolution No. 25/19

Moved by: Brian Hamilton
Seconded by: Dominic Pasqualino

THAT with respect to the agenda for the Board Regular and Closed Session meetings of The District of Thunder Bay Social Services Administration Board for March 20, 2025, we approve the agendas as presented;

AND THAT we approve any additional information and new business.

CARRIED

MINUTES OF PREVIOUS MEETINGS

Board Meetings

Minutes of Meeting No. 03/2025 (Regular Session) and 04/2025 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on February 20, 2025, respectively, were presented for confirmation.

Resolution No. 25/20

Moved by: Jim Moffat
Seconded by: Ken Boshcoff

THAT the Minutes of Meeting No. 03/2025 (Regular Session) and Meeting No. 04/2025 (Closed Session), of The District of Thunder Bay Social Services Administration Board, held on February 20, 2025, respectively, be confirmed.

CARRIED

Committee Meetings

Draft Minutes of the Audit Committee Meeting held on November 26, 2024 were presented to the Board for information.

CLOSED SESSION MEETING

Administration recommended that the Board adjourn to a closed meeting relative to receipt of information with respect to identifiable individuals including members of the Administration regarding the verbal update relative to the TBDSSAB Board Chair position.

Resolution No. 25/21

Moved by: Dominic Pasqualino
Seconded by: Kathleen Lynch

THAT the Board adjourns to Closed Session relative to identifiable individuals including members of Administration regarding the verbal update relative to The District of Thunder Bay Social Services Administration Board Chair position.

CARRIED

At 10:25 a.m. the meeting reconvened in Regular Session and Aaron Park, Manager, Housing & Homelessness Programs, Tomi Akinyede, Supervisor, Research & Social Policy and Carole Lem, Communications & Engagement Officer joined the meeting.

REPORTS OF ADMINISTRATION

10-Year Housing & Homelessness Plan 2014-2024 Final Update

Report No. 2025-09 (Integrated Social Services Division) was presented to the Board providing information related to the TBDSSAB 10-Year Housing and Homelessness Plan Final Update.

Crystal Simeoni, Director, Integrated Social Services Division provided clarification and responded to questions.

At 10:46 a.m. Marty Farough, Manager, Infrastructure & Asset Management joined the meeting.

Aaron Park, Manager, Housing & Homelessness Programs responded to questions.

Ken Ranta, Chief Executive Officer provided further information and responded to questions.

Resolution No. 25/22

Moved by: Ken Boshcoff
Seconded by: Dominic Pasqualino

THAT with respect to Report No. 2025-09 (Integrated Social Services Division) we, The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board), approve the TBDSSAB 10-Year Housing and Homelessness Plan 2014-2024 Final Progress Report as presented;

AND THAT the Board authorizes Administration to submit the 10-Year Housing and Homelessness Plan 2014-2024 Final Progress Report to the Ministry of Municipal Affairs and Housing as required.

CARRIED

10-Year Housing & Homelessness Plan
Housing Target Final Update

Report No. 2025-10 (Integrated Social Services Division) was presented to the Board providing updated information relative to the 10-Year community and affordable housing targets based on the methodology adopted in 2015.

Ken Ranta, Chief Executive Officer responded to questions and provided clarification.

Crystal Simeoni, Director, Integrated Social Services Division responded to questions.

Resolution No. 25/23

Moved by: Ken Boshcoff
Seconded by: Brian Hamilton

THAT with respect to Report No. 2025-10 (Integrated Social Services Division), we The District of Thunder Bay Social Services Administration Board, approve and adopt the 10-Year Housing and Homelessness Plan – Revised Housing Targets Final Update as presented;

AND THAT any further Housing Targets provided by Administration be included in future Housing and Homelessness Plan updates.

CARRIED

At 11:04 a.m. Aaron Park, Manager, Housing & Homelessness Programs and Tomi Akinyede, Supervisor, Research and Social Policy left the meeting.

Environmental Stewardship Initiatives

Report No. 2025-11, (Corporate Services Division) was presented to the Board providing information on initiatives undertaken in 2024 to enhance environmental stewardship across the organization, in keeping with the objective of being an environmentally friendly organization.

Georgina Daniels, Director, Corporate Services Division provided an overview of the initiatives undertaken in 2024.

Crystal Simeoni, Director, Integrated Social Services Division provided further information and responded to questions.

At 11:14 a.m. Marty Farough, Manager, Infrastructure & Asset Management left the meeting.

TBDHC Shareholders' Meeting –
Appointment of Proxy

Memorandum from Ken Ranta, CEO (Chief Executive Officer Division), dated January 31, 2025, was presented to the Board providing information on the requirement to appoint a proxy for voting at the 19th Annual Shareholders' Meeting for Thunder Bay District Housing Corporation (TBDHC).

Ken Ranta, CEO provided a brief background for the reason to appoint a proxy.

Resolution No. 25/24

Moved by: Kathleen Lynch
Seconded by: Jim Moffat

THAT with respect to the Thunder Bay District Housing Corporation Nineteenth Annual Shareholder's Meeting, to be held on April 17, 2025 at The District of Thunder Bay Social Services Headquarters, we The District of Thunder Bay Social Services Administration Board appoint the Board Chair to be the designated Proxy or failing Chair's availability, the Board Vice-Chair.

CARRIED

At 11:16 a.m. Kasey Etreni, Board Member joined the meeting.

CORRESPONDENCE

2025 Northern Ontario Service Deliverers' Association Membership

Letter from Fern Dominelli, Executive Director, NOSDA dated March 6, 2025 regarding the selection of Members and Executive for 2025 for NOSDA was presented to the Board.

Ken Ranta, CEO provided a brief overview of the letter received and advised that it would be brought forward at the April Board Meeting for selection of attendees to the NOSDA AGM.

BY-LAWS

None.

NEXT MEETING

The next meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, April 17, 2025 at 10:00 a.m., 3rd Floor Boardroom, 231 May Street S., Thunder Bay, ON and via Microsoft Teams.

ADJOURNMENT

Resolution No. 25/25

Moved by: Kasey Etreni
Seconded by: Chris Eby

THAT the Board Meeting No. 05/2025 of The District of Thunder Bay Social Services Administration Board, held on March 20, 2025, be adjourned at 11:37 a.m.

CARRIED


Chair
Chief Executive Officer



Representing the Districts of Kenora, Rainy River and Thunder Bay
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Hon. Stephen Lecce
 Minister of Energy and Mines
 77 Grenville Street
 Toronto, Ontario M7A 2C1
MinisterEnergy@ontario.ca

May 1, 2025

RE: The Case for Municipal Approvals of Proximity Energy Development

Dear Minister Lecce,

Thank you for attending the Minister's Forum at the Northwestern Ontario Municipal Association Conference and AGM on April 23, 2025. Your responses to the questions put to you were well received.

One of the questions related to the issue of energy generation proponents considering an application to the IESO for a facility located outside of the municipal boundaries and a request that they had to seek municipal approval before submitting their application. In your response you said you would think about the concept but requested additional information to assist you and your Ministry in making a decision on this concept.

The Canadian Nuclear Waste Management Organization (NWMO) has established community consent as a condition of moving forward with the development of a deep geological storage facility. The town of Ignace and the Wabigoon Lake Ojibway Nation are the two communities considering issuing their consent. None of the sites examined by the NWMO are within the legal boundaries of the Municipality of Ignace.

This precedence of community support for a project well outside the jurisdiction of the municipality should be a standard for the development of any electrical generation or transmission in areas adjacent to a municipality.

As communities along the East West Tie bulk transmission line have experienced, the development of new infrastructure outside of the municipal boundaries has a profound effect on the nearby town or city. Much of this experience is of a positive nature but requires significant planning on the part of the municipality. These communities become the supply point for construction related accommodation, provision of meals, parts and labour. On the negative side, there is a disruption in available accommodation for the travelling public, a mainstay of many of the northern communities. There are also social



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disruptions, particularly if there is a bunk house camp constructed close by, with construction workers seeking entertainment and companionship within the urban area. Policing, EMS and fire & medical services are impacted as well.

Communities in the North do more than support the residents who live within the municipal boundaries. Adjacent to every community in the Northwest are scattered settlements, sometimes in groups while others are solitary residences. They can be immediately outside of the boundaries or many kilometres away. In every case, however, these residents of townships without municipal organization (TWOMO) or even crown land rely on the adjacent municipality for a number of services: schools, health care, banking, libraries, recreation (particularly hockey). That municipality is also tends to be the location for the highway maintenance service that keeps their roads open in the northern winter.

The TWOMO residents also look to the Municipality for leadership on a number of fronts.

All of the above is to recognize that municipalities need to have a say in the development of any major transmission or generation projects that are being proposed within the normal service area of the community so that an informed decision can be made on the appropriateness of the project going forward.

This approach would not increase the current requirement for municipal support but only ensure that the municipality is seized with the opportunity to indicate their support or non-support of an energy proposal. It does provide the municipality with the ability to seek assistance from the proponent should cost increases of municipal operations are triggered by the development.

Minister, we strongly believe that for the next iteration of the selection process for new generation and transmission that a proximity element be introduced into the municipal approval process.

Yours truly

Rick Dumas

Mayor, Town of Marathon

President, Northwestern Ontario Municipal Association (NOMA)



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Copy to:

Hon Kevin Holland, MPP Thunder Bay-Atikokan
Hon Greg Rickford, MPP Kenora-Rainy River
Lise Vaugeois, MPP, Thunder Bay Superior North
Sol Mamakwa, MPP Kiiwetinoong
NOMA Board of Directors
NOMA Member Municipalities
NW Energy Task Force



March LRCA Board Meeting
 Lakehead Region Conservation Authority
 March 26, 2025, at 4:30 PM
 130 Conservation Road

Members Present:

Robert Beatty, Donna Blunt, Rudy Buitenhuis, Trevor Giertuga (part of meeting), Sheelagh Hendrick, Greg Johnsen, Brian Kurikka, Jim Vezina

Members Not Present

Albert Aiello, Grant Arnold, Dan Calvert

Also Present:

Tammy Cook, Chief Administrative Officer
 Mark, Ambrose, Finance Manager
 Ryne Gilliam, Lands Manager
 Melissa Hughson, Watershed Manager
 Ryan Mackett, Communications Manager
 Melanie O'Riley, Administrative Clerk/Receptionist, recorder of Minutes

Before the start of the Meeting, Donna Blunt, Chair, introduced new Staff person, Coralie Cote, Planning and Regulation Technician.

1. CALL TO ORDER

The Chair called the meeting to order at 4:30 p.m.

2. ADOPTION OF AGENDA

THAT: the Agenda be adopted as published.

Motion: #48/25

Motion moved by Sheelagh Hendrick and motion seconded by Greg Johnson. **CARRIED.**

3. DISCLOSURE OF INTEREST

None.

4. MINUTES OF PREVIOUS MEETING

***THAT:** the Minutes of the Lakehead Region Conservation Authority 2nd Regular Meeting held on Wednesday, February 26, 2025, be adopted as published.*

Motion: #49/25

Motion moved by Greg Johnson and motion seconded by Sheelagh Hendrick. **CARRIED.**

5. IN-CAMERA AGENDA

***THAT:** we now go into Committee of the Whole (In-Camera) at 4:35 p.m.*

Motion: #50/25

Motion moved by Greg Johnson and motion seconded by Sheelagh Hendrick. **CARRIED.**

***THAT:** we go into Open Meeting at 5:30 p.m.*

Motion: #51/25

Motion moved by Jim Vezina and motion seconded by Brian Kurikka. **CARRIED.**

***THAT:** the In-Camera Minutes of the Lakehead Region Conservation Authority February 26, 2025 meeting be adopted as published.*

Motion: #52/25

Motion moved by Rudy Buitenhuis and motion seconded by Jim Vezina. **CARRIED.**

***THAT:** the Lakehead Region Conservation Authority supports in principle, leasing 1111 Fort William Road to the City of Thunder Bay, subject to the execution of an acceptable lease agreement, approval from the Minister and final approval of the Board of Directors.*

Motion: #53/25

Motion moved by Greg Johnson and motion seconded by Jim Vezina. **CARRIED.**

6. BUSINESS ARISING FROM PREVIOUS MINUTES

None.

7. CORRESPONDENCE

None.

8. STAFF REPORTS

8.1. Emergency Heating Equipment Replacement at LRCA Administrative Building

Members reviewed and discussed Staff Report LM-06-2025 related to the LRCA Administrative Building's boiler and split wall mounted air conditioner/heating units.

***THAT:** an emergency purchase of a new boiler and split wall mounted air conditioner/heating units with inverters be purchased from Allied Air, with the total cost being appropriated from the Administrative Maintenance Reserve, be approved.*

Motion: #54/25

Motion moved by Jim Vezina and motion seconded by Rudy Buitenhuis. **CARRIED.**

8.2. Lakehead Coastal Resilience Shoreline Management Plan - Project Award Recommendation

Members reviewed and discussed Staff Report FPMAP-01-2025 related to awarding the contract to complete the Lakehead Coastal Resilience Shoreline Management Plan Project.

***THAT:** the proposal submitted by KGS Group dated March 24, 2025 to complete the Lakehead Coastal Resilience Shoreline Management Plan be accepted for a cost of \$624,991.73, not including HST be approved.*

Motion: #55/25

Motion moved by Rudy Buitenhuis and motion seconded by Jim Vezina. **CARRIED.**

8.3. Maps of Regulated Areas - Annual Update 2024

Members reviewed and discussed Staff Report DEVREG-03-2025 related to the Maps of Regulated Areas 2024 update.

***THAT:** Staff Report DEVREG-03-2025 be received **AND FURTHER THAT** the updates 1001 to 1020 to LRCA Screening Maps be approved.*

Motion: #56/25

Motion moved by Rudy Buitenhuis and motion seconded by Robert Beatty. **CARRIED.**

8.4. Strategic Plan Annual Report

Members reviewed and discussed Staff Report STRAT-01-2025 related to the 2024 Strategic Plan annual summary report.

THAT: Staff Report STRAT-01-2025 be received.

Motion: #57/25

Motion moved by Robert Beatty and motion seconded by Brian Kurikka. **CARRIED.**

9. CHIEF ADMINISTRATIVE OFFICER'S REPORT**9.1. Monthly Treasurer's Report**

Members were provided with the monthly Treasurer's Report for February's Administration and Capital.

10. PASSING OF ACCOUNTS

THAT: having examined the accounts for the period February 1, 2025 to February 28, 2025 cheque #3487 to #3506 for \$12,699.33 and preauthorized payments of \$129,374.25 for a total of \$142,073.58, we approve their payment.

Motion: #58/25

Motion moved by Brian Kurikka and motion seconded by Robert Beatty. **CARRIED.**

11. REGULATORY ROLE

Members were provided with a summary of the Plan Review program comments and Section 28 permits issued since last meeting.

12. PROJECTS UPDATE**12.1. Communications Manager Projects Update**

Members were provided with the draft 2024 Annual Report. The final annual report will be provided at the April Board meeting for Board approval.

It was noted that new LRCA branded hoodies and a new t-shirt design are available for sale.

12.2. Lands Manager Projects Update

None.

12.3. Watershed Manager Projects Update

Members were advised that the Source Protection Committee (SPC) held a meeting and discussed the draft tenth annual progress report, which is due to Ministry of Environment, Conservation and Parks (MECP) on May 1, 2025, as required by the *Clean Water Act*. A Source Protection Authority Meeting will be held on April 30, 2025, to receive and adopt the tenth Annual Progress Report for submission to the Director of MECP.

It was noted that the March 15, 2025, snow surveys indicated that the snow survey locations were slightly below average for snow depth and water content, when compared to the historical averages for March 15th.

It was noted that a Flood Watch message was issued on March 14, 2025, for the Lakehead Region and remained in effect until March 17, 2025.

It was noted that the 36th Annual Spring Melt Meeting would be held on March 31, 2025.

It was noted that a Cyanobacteria (Blue-Green Algae) Open House was held on March 25, 2025, and was very well attended.

13. NEW BUSINESS

Trever Giertuga joined the meeting.

Brian Kurikka, Municipality of Neebing Counselor, advised the Board that due to on-going vandalism on municipal land, they have installed monitoring cameras.

Tammy Cook, CAO, advised the Board that Conservation Authorities oversight have moved from the Ministry of Natural Resources portfolio back to the Ministry of Environment, Conservation and Parks.

It was noted that long-time employee Roman Augustyn has passed away.

14. NEXT MEETING

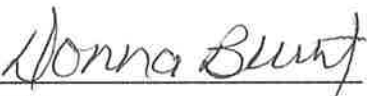
Wednesday, April 30, 2025 at 4:30 p.m.

15. ADJOURNMENT

THAT: the time being 5:55 p.m. **AND FURTHER THAT** there being no further business we adjourn.

Motion: #59/25

Moved by Rudy Buitenhuis and motion seconded by Brian Kurikka. **CARRIED.**


Chair


Chief Administrative Officer

DRINKING WATER SOURCE PROTECTION

Our Actions Matter



LAKEHEAD REGION
CONSERVATION AUTHORITY
LAKEHEAD SOURCE PROTECTION AREA

Minutes of the First Regular Meeting of the Lakehead Source Protection Authority (SPA) held on Thursday, April 24, 2024, at the Lakehead Region Conservation Authority. The Chair called the Meeting to order at 5:35 p.m.

Present: Donna Blunt, Chair
Grant Arnold
Robert Beatty
Rudy Buitenhuis
Dan Calvert
Sheelagh Hendrick
Brian Kurikka

Regrets: Albert Aiello
Trevor Giertuga
Greg Johnson
Jim Vezina

Also

Present: Tammy Cook, Chief Administrative Officer
Melissa Hughson, Watershed Manager
Ryan Mackett, Communications Manager
Melanie O'Riley, Administrative Clerk/Receptionist, Recorder of Minutes

1. ADOPTION OF AGENDA

Resolution #1/24

Moved by Robert Beatty, Seconded by Rudy Buitenhuis

"THAT: the Agenda is adopted." CARRIED.

2. DISCLOSURE OF INTEREST

None.

3. MINUTES OF PREVIOUS MEETING

Resolution #2/24

Moved by Robert Beatty, Seconded by Brian Kurikka

“THAT: the Minutes of the Lakehead Source Protection Authority First Regular Meeting held on Thursday April 20, 2023, are adopted as published.” CARRIED.

4. SOURCE PROTECTION IMPLEMENTATION

4.1 Ninth Annual Lakehead Source Protection Plan Report

Members reviewed and discussed the Ninth Lakehead Source Protection Plan Annual Report, the MECP Lakehead Source Protection Annual Progress Report, the MECP Source Protection 2023 Supplemental Form, and the 2023 Policy Implementation Status for the reporting period of January 1, 2023, to December 31, 2023.

It was noted that the Source Protection Committee was provided a draft copy of the documents at their March 11, 2024, Source Protection Committee Meeting and their comments were incorporated into the final report.

Resolution #3/24

Moved by Robert Beatty, Seconded by Rudy Buitenhuis

“THAT: the Lakehead Source Protection Plan Annual Report, the MECP Lakehead Source Protection Annual Progress Report, the MECP Source Protection 2023 Supplemental Form, and 2023 Policy Implementation Status for the reporting period of January 1, 2023 to December 31, 2023 are adopted AND FURTHER THAT the MECP Lakehead Source Protection Annual Progress Report and the MECP Source Protection 2023 Supplemental Form and 2023 Policy Implementation Status are submitted to the MECP Director AND FURTHER THAT the reports are posted to the Source Protection Website.” CARRIED.

4.2 Source Protection Committee Procedural Manual

Members reviewed and discussed the Lakehead Source Protection Committee Procedural Manual.

Resolution #4/24

Moved by Dan Calvert, Seconded by Sheelagh Hendrick

“THAT: the Drinking Water Source Protection Lakehead Source Protection Committee Procedural Manual, Version 3.0 is adopted AND FURTHER THAT the Drinking Water Source Protection Lakehead Source Protection Committee Procedural Manual, Version 3.0 is distributed to the Source Protection Committee Members.”

5. NEW BUSINESS

Members were advised that the Section 36 Workplan was submitted and accepted by the Ministry of the Environment, Conservation and Parks.

6. NEXT MEETING

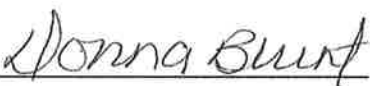
April 2025 (exact date and time to be determined)

7. ADJOURNMENT

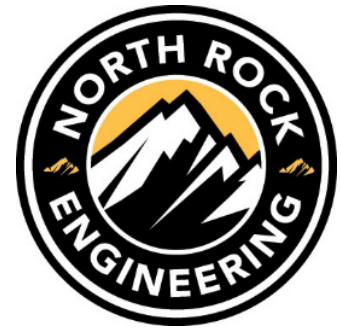
Resolution #5/23

Moved by Sheelagh Hendrick, Seconded by Dan Calvert

"THAT: the time being 5:45 p.m. AND FURTHER THAT there being no further business THAT we adjourn." CARRIED.


Chair


Chief Administrative Officer



May 7, 2025

Proposal No. P25-069

VIA EMAIL: (conmee@conmee.com)

Ms. Shara Lavallee
Conmee Township
19 Holland Road West
Kakabeka Falls, ON P0T 1W0

**Re: Proposal for 2025 Water Quality Monitoring Program
Conmee Waste Disposal Site
Conmee Township, Ontario**

North Rock Engineering Inc. (North Rock) is pleased to provide this proposal and cost estimate to Conmee Township (Conmee) to complete the 2025 Water Quality Monitoring Program for the Conmee Waste Disposal Site (WDS) in Conmee Township, Ontario, hereinafter referred to as the "Site". The proposed work program has been derived based on the 2024 Annual Water Quality Report Recommendations (North Rock), and the requirements outlined in Ontario Ministry of the Environment, Conservation, and Parks (MECP) Environment Compliance Approval (ECA) No. 8454-4Z8J3V for the WDS.

1.0 Background

The WDS is located at the northern terminus of Sovereign Road, approximately 8 km northwest of Kakabeka Falls, Ontario. The Site is surrounded by vacant, forested land in all directions. Holland Road West is located approximately 1.0 km south of the Site and Enders Road is located approximately 1.2 km to the west. There is no development located within 1.0 km of the Site.

The Site is governed by MECP ECA No. 8454-4Z8J3V, issued on December 19, 2016. The current ECA approves the use and operation of a 1.0-hectare (ha) landfilling area within a 17.5 ha total site area to be used for the landfilling of domestic, solid, non-hazardous waste and for use as a waste transfer facility.



2.0 Scope of Work

The following scope of work has been developed based on the following information:

- 2024 Annual Water Quality Assessment Report, (North Rock, March 31, 2025), and
- the requirements outlined in MECP ECA No. 8454-4Z8J3V for WDS.

2.1 2025 Annual Water Quality Assessment Program

Groundwater quality monitoring and sampling will be completed in accordance with the ECA for the Site and will include the following:

- Complete field monitoring of seven (7) groundwater monitoring wells and one (1) standpipe.
- Collect groundwater samples in the spring, summer, and fall of 2025 for field testing purposes and for laboratory analysis.
- Prepare the 2025 water quality monitoring report for the WDS.

A summary of the program is provided in the table below.

2025 Monitoring Program		
Sampling Frequency	Groundwater Wells	Standpipe
Spring, Summer and Fall (3 Events)	Seven (7) Monitoring Wells	One (1) standpipe

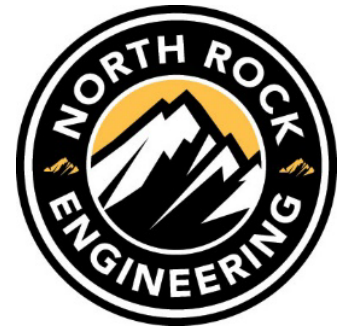
Monitoring and sampling protocols for the above programs are summarized in the following sections.

2.1.1 Groundwater Monitoring

Prior to sampling, the condition of each monitoring well will be assessed and documented during each sampling event. Where the need for well repairs is identified, recommendations will be provided to Conmee.

Static water levels in the monitoring wells will be measured relative to the top of the riser pipe using an electronic water level meter and the measurements recorded. The water level meter will be cleaned between wells using Alconox and distilled water to prevent cross-contamination.

Following static water level measurements, standing water will be purged from the monitoring wells to obtain fresh formation water for collection and analysis. Dedicated sampling equipment will be used to purge a minimum of three



well-casing volumes of groundwater prior to sample collection. Wells which pump dry will be allowed to recover to at least 80% of the static water level to allow the sand pack to drain into the well and fresh formation water to flush the sand pack and then pumped dry a second time prior to sampling. While purging, groundwater will be physically assessed for evidence of leachate impact, such as colour and/or odour, and this information will be recorded. Field measurements of temperature, pH, and conductivity will be made during sample purging; purging will continue until field chemistry stabilizes to within acceptable tolerances.

Groundwater samples for major anions, major cations, and metals will be field-filtered using 0.45-micron inline filters prior to placing the samples in the laboratory-supplied bottles. Where applicable, sample bottles will be pre-charged by the laboratory with preservatives.

2.1.2 Analytical Program

All samples will be submitted to ALS Laboratory Group (ALS), a Canadian Association for Laboratory Accreditation Inc. (CALA) certified and accredited independent laboratory.

Water quality monitoring and sampling at the Site will be completed in accordance with the MECP ECA and follow the standard sampling procedures outlined in the MECP document *Guidance on Sampling and Analytical Methods for Use at Contaminated Sites in Ontario*, dated December 1996.

The sampling program for both sampling events is provided in the following table

2025 Analytical Program		
Sample ID	Sampling Event	Parameters
BH5, BH6, BH7, BH8, BH9, BH10, and BH11	Spring and Fall	Column 2 (indicators) of Schedule 5 of the Landfill Standards
	Summer	Column 1 (comprehensive) of Schedule 5 of the Landfill Standards

In preparation for Conmee's proposed landfill expansion, and to address the MECP's comments regarding the groundwater divide, flow pathways, and water quality at the site, North Rock will sample all on-site monitoring wells not only the wells outlined in the ECA, in the same manner as 2024.

All analyses will be performed following recognized standard methodologies.

2.1.3 Quality Assurance/Quality Control (QA/QC)

Field QA/QC will be established by following procedures outlined in the MECP's *Guidance on Sampling and Analytical Methods for Use at Contaminated Sites in Ontario*, 1996 (MECP, 1996).



Existing dedicated sampling equipment will be used to sample each well. If sampling equipment requires replacing, new equipment pre-cleaned and sealed in plastic by the manufacturer will be installed at an additional cost. Clean disposable nitrile gloves will be worn during purging and sampling and then discarded and replaced after purging each well or collecting each sample to prevent sample cross- contamination and to maintain sample integrity.

Following sampling, the containers will be carefully packaged to prevent breakage and placed in chilled coolers. The coolers will be delivered under Chain of Custody to the analytical laboratory for analysis.

A single blind field duplicate sample will also be collected for groundwater during each event and submitted to the laboratory for quality control purposes to check analytical consistency.

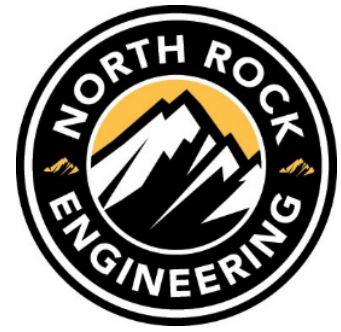
Results for internal laboratory QC analyses (such as duplicate samples, standards, blanks, and matrix spikes) will be requested and reviewed.

Ion balances will be calculated and compared to the acceptable difference outlined in Deutsch (1997) as a check on the results.

2.1.4 Data Assessment

Groundwater data at the Site will be referenced to criteria calculated based on methods outlined in MECP Guideline B-7, commonly known as the *Reasonable Use Guideline* (RUG). RUG criteria will be calculated based on background levels. The RUG allows off-site impact from a disposal site within established guidelines based on the reasonable use of the downgradient groundwater now, or in the future, in order to allow for attenuation of impacts while protecting existing and potential downgradient groundwater users. Typically, the reasonable use of the groundwater is considered to be drinking water and the criteria are calculated based on the *Ontario Drinking Water Quality Standards* and the *Technical Support Document for Ontario Drinking Water Standards, Objectives and Guidelines*, hereinafter collectively referred to as the ODWQS. When based on the ODWQS, the guideline allows for increases of up to 25 or 50 percent of the difference between background concentrations and the ODWQS for health-related and non-health-related parameters, respectively. For compliance purposes, the RUG criteria apply only in groundwater at the designated boundary, typically the downgradient property boundary or the downgradient boundary of the Contaminant Attenuation Zone (CAZ).

An assessment of water quality relative to established trigger criteria for the site will also be completed. Trigger criteria are based on the True Grit Consulting Ltd. report titled *Design, Operation and Closure Plan, Conmee Landfill Site*, Reference No. 15-169-08E, dated August 31, 2015.



2.2 Reporting

A three-year comprehensive water quality assessment report is required to be prepared and submitted to the MECP no later than June 30, 2026 in accordance with Section 6(6) of the ECA.

North Rock will prepare the three-year comprehensive report in accordance with the requirements of the ECA. The report will summarize and interpret the results of the current and historical analytical results relative to applicable MECP standards and present recommendations for future programs, if required. The report will include time series graphs for selected groundwater indicator parameters to facilitate identification of trends and progressive water quality variations, groundwater quality characterization plots using the Durov method, site location and layout drawings, and groundwater contouring figures. An estimate of the amount of waste received for disposal each year for the 3-year period will be prepared and compared to the actual capacity approved. Drawings and tables will be prepared showing the monitoring locations and summarizing the field and analytical data.

An electronic draft of the report will be provided to Conmee prior to June 15, 2026 to allow for review. Reasonable requests for changes will be included and one electronic copy of the final report will be provided to Conmee for their records and submission to the MECP before June 30, 2026.

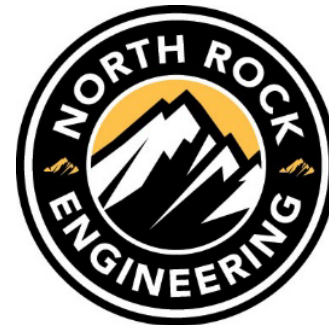
2.3 Topographic/Volumetric Survey

In the late fall of 2025, a topographic and quantity survey will be completed at the Site to assess the volume of materials disposed of in 2025 and to ensure compliance with the ECA approved landfilling area. All survey work will be completed using a DJI Matrice 350 RTK drone with a Zenmuse L2 LiDAR. Volumetric calculations will be completed using AutoCAD Civil 3D and compared against previous years survey data. The data will also be used to estimate the remaining capacity of the Site, when compared to closure contours.

3.0 Schedule

A summary of the proposed schedule for the above scope of work is provided below.

2025 Schedule – Conmee WDS	
Activity	Proposed Date
Groundwater Sampling (3 – Events)	Spring- Mid- to Late May Summer-Mid to Late July Fall-Late September
Topographic/Volumetric Survey	October/November 2025
Three-Year Comprehensive Report (2023, 2024, 2025)	Draft to Client – Prior to June 15, 2026 Final to MECP – Prior to June 30, 2026



4.0 Cost Estimate

North Rock is prepared to complete the proposed scope of work for a fixed fee of **\$17,650 plus HST**. A breakdown of fees is provided below.

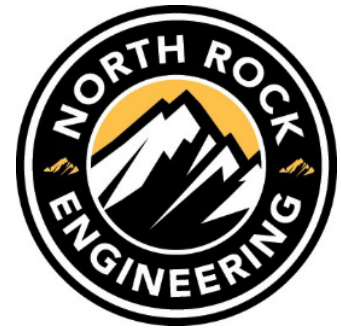
2025 Cost Estimate – Conmee WDS			
Task	Fees	Expenses	Total
Monitoring and Sampling (3 events)	\$4,250	\$1,900	\$6,150
Laboratory Analysis	-	\$3,300	\$3,300
Topographic/Volumetric Survey	\$900	\$500	\$1,400
Three-Year Comprehensive Report (2023, 2024, 2025)	\$6,800	-	\$6,800
Total 2025 Cost (not including HST)	\$11,950	\$5,700	\$17,650

Our proposal is valid for 30 days from the date of the proposal. Invoices will be prepared and submitted on a regular basis. Our payment terms are Net 30 days. Invoices will be due and payable upon receipt. Work will be subject to the Terms and Conditions outlined in our Work Authorization, a copy of which is attached.

5.0 Assumptions and Limitations

Our proposal and cost estimate are based on the following assumptions and limitations. Should any of the following assumptions prove not to be valid, the cost estimate and schedule may require revision.

1. Printing of final reports is not included.
2. Monitoring wells are in good condition with dedicated sampling equipment adequate for use.
3. Additional groundwater and surface water sampling and analysis associated with any additional trigger exceedances at the Site is not included in this cost estimate.
4. All laboratory analysis will be completed on a standard (e.g., 5 to 7 business day) turnaround basis.
5. The survey work will be completed in conjunction with one of the field sampling events; no separate mobilization/demobilization is proposed.
6. Formal meetings with the Client or the MECP are outside the scope of this assessment.



6.0 Closure

Thank you for the opportunity to provide this proposal to Conmee. If you wish to proceed with the work, please sign and return a copy of the attached Work Authorization to the undersigned or provide a Purchase Order.

If you have any questions or require clarification on any point, please contact the undersigned.

Sincerely,

NORTH ROCK ENGINEERING INC.

Prepared by:

Reviewed by:

Tara Doherty, BSc, E. Tech.

Environmental Scientist

T: 289-230-8517

tdoherty@nrock.ca

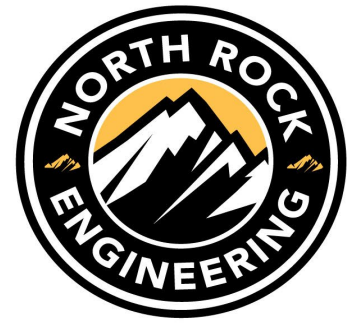
Paula Sdao, P.Eng.

Principal, Environmental Services

T: 807-633-9859

psdao@nrock.ca

Attachment: Work Authorization



Work Authorization

DATE:	May 7, 2025	PROJECT:	2025 Water Quality Monitoring & Reporting Conmee Waste Disposal Site
CLIENT:	Township of Conmee		
ADDRESS:	19 Holland Road West Kakabeka Falls, ON P0T 1W0	LOCATION:	Township of Conmee, Ontario

AUTHORIZATION:
CLIENT requests and authorizes NORTH ROCK ENGINEERING INC., 70, Secord Street, Thunder Bay, ON P7B 3C9 ("North Rock") to perform the work specified in the following SCOPE OF WORK ("WORK") in accordance with the terms and conditions of this Work Authorization ("AGREEMENT").

DESCRIPTION OF WORK:
Complete the 2025 Water Quality & Monitoring Program for the Township of Conmee waste disposal site, as described in North Rock Proposal No. P25-069, dated May 7, 2025.

COMPENSATION:
CLIENT agrees to pay North Rock for the performance of the WORK on the following basis:
Fixed cost, lump sum basis for a total of \$17,650 plus HST. Refer to Cost Estimate section of North Rock Proposal No. P25-069 dated May 7, 2025 for detailed scope of work and cost breakdown.

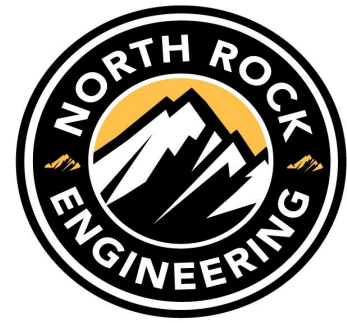
PAYMENT:
North Rock will invoice CLIENT monthly for WORK performed and CLIENT agrees to pay each invoice within 30 days without holdback. Interest at the rate of 15% per annum (or the maximum rate allowed by law, if lower) will be charged on all overdue amounts. North Rock may suspend the WORK, after giving CLIENT 5 days' written notice, until any overdue amounts have been paid in full.

INVESTIGATIONS AND REPORTS (if applicable):

- CLIENT shall disclose to North Rock the reason for the investigation and all potential uses for both the information which will be generated by the investigation and all associated reports prepared by North Rock in respect thereof. The findings of any such investigation will be based solely upon information generated as a result of the specific scope of the investigation authorised by CLIENT. Visual inspections do not constitute a thorough audit of environmental conditions at the site. Only those items which are capable of being observed and are reasonably obvious to North Rock during such a visit can be reported. Detailed investigation, sampling and analyses would be required to more accurately determine the environmental condition of the site.
- North Rock shall provide a final report upon completion of the WORK. The information contained in any report, including without limitation the results of any sampling and analyses conducted by North Rock, will be developed or obtained through the exercise of North Rock's best professional judgement in light of the knowledge and information available to North Rock at the time of preparation. Although every effort will be made to confirm that all such information is factual, complete and accurate, North Rock shall make no guarantees or warranties whatsoever, whether express or implied, with respect to such information and shall accept no responsibility for any loss or damage arising there from or related thereto. North Rock shall not by the act of issuing any report be deemed to have represented thereby that any sampling and analysis conducted by it have been exhaustive or will identify all contamination at the site, and persons relying on the results thereof do so at their own risk.
- Except as required by law, any report and the information contained therein shall be treated as confidential and, unless otherwise agreed to by North Rock and CLIENT, may be used and relied upon only by CLIENT, its officers and employees. Any such use and reliance shall be subject to the limitations and exclusions set forth above.

SAMPLES (if applicable):

- North Rock shall be responsible for appropriate disposal of non-hazardous sample material and sample residuals after 30 days following submission of environmental reports unless CLIENT specifically requests otherwise.
- All sample material and sample residuals considered hazardous shall be returned to CLIENT for disposal, at CLIENT's cost. CLIENT may request North Rock to arrange for the appropriate disposal of hazardous sample material and sample residuals, the cost of which will be borne by CLIENT.

**DOCUMENTS:**

- All of the documents prepared by or on behalf of North Rock in connection with the Project are instruments of service for the execution of the project. North Rock retains the property and copyright in these documents, whether the project is executed or not. These documents may not be used for any other purpose without the consent of North Rock, which may be withheld at North Rock's discretion. Any pursuant to the conditions of North Rock's standard form reliance letter.
- North Rock cannot guarantee the authenticity, integrity or completeness of data files supplied in electronic format. Client shall release, indemnify, and hold North Rock, its officers, employees, other Consultants' and agents harmless from any claims or damages arising from the use of Electronic Files. Electronic files will not contain stamps or seals, remain the property of North Rock, are not to be used for any purpose other than that for which they were transmitted, and are not to be retransmitted to a third party without North Rock's written consent.

PROFESSIONAL RESPONSIBILITY AND LEGAL LIABILITY:

- **Standard of Care.** The standard of care applicable to the WORK will be the degree of care, skill and diligence normally employed by professional geoscientists or consultants performing the same or similar services at the time and place that the WORK is performed.
- **Professional Liability Insurance.** North Rock shall maintain throughout the term of this AGREEMENT Professional Liability Insurance with per claim and annual aggregate limits which it deems to be reasonable, insuring North Rock's professional liability resulting from the performance of the WORK. North Rock shall provide CLIENT with proof of such insurance upon written request.
- **Limitation of Liability.** North Rock's aggregate liability to CLIENT for claims arising out of this AGREEMENT, or in any way relating to the WORK, will be limited to the lesser of our total fees paid to North Rock, or \$50,000.
In no event will North Rock be liable for indirect or consequential damages including without limitation, loss of use or loss of profits. No claim may be brought against North Rock more than two (2) years after the WORK was last performed under this AGREEMENT.
These limitations of liability will apply, to the extent permitted by law, whether North Rock's liability arises under breach of contract or warranty; tort, including negligence; strict liability; statutory liability; or any other cause of action, and will extend to and include North Rock's directors, officers, employees, insurers, agents and subconsultants.

TERMINATION:

This AGREEMENT may be terminated for convenience by either party on 30 days' written notice or if either party fails substantially to perform through no fault of the other and does not commence correction of such non-performance within 5 days of written notice and diligently complete the correction thereafter. On termination, North Rock will be paid for all authorized work performed up to the termination date plus reasonable termination expenses.

GOVERNING LAW:

This AGREEMENT shall be governed by and interpreted in accordance with the laws of the Province where North Rock's address as set forth herein is located.

ENTIRE AGREEMENT:

This AGREEMENT contains the entire agreement of the parties and supersedes all previous communications and negotiations between them relating to the WORK. If CLIENT issues a Purchase Order in connection with the WORK, the terms and conditions thereof do not apply to this AGREEMENT.

LANGUAGE:

The parties hereto acknowledge that they are satisfied that this AGREEMENT be drawn up in the English language. Les parties aux présentes acceptent que la présente entente soit rédigée en anglais.

TOWNSHIP OF CONMEE

NORTH ROCK ENGINEERING INC.

CLIENT

BY:

AUTHORIZED REPRESENTATIVE

BY:

AUTHORIZED REPRESENTATIVE



SERVICE AGREEMENT

May 2, 2025

This agreement is entered into by Northern Peak HR, 105 May St N. Suite 201, Thunder Bay, ON P7C 3N9 herein also referred to as the “Consultant” and the Township of Conmee herein also referred to as the “Client”, or else herein collectively referred to as the “Parties”.

Subject to the terms and conditions of this agreement, the Client agrees to engage the Consultant to provide labour relations specialist support through the collective bargaining process. The terms and conditions are set forth below:

Fees for Service:

- The Client agrees to pay the Consultant fees for service based on a bill rate of \$140.00 (one hundred and forty dollars) per hour for all direct service hours. A daily stand-by fee of \$350.00 for each collective bargaining date will be applied. Any vehicle use will be invoiced to the Client at \$0.72/km.

Invoicing and Payment Terms:

- Invoices are generated monthly. Payment is due upon receipt. Interest will be applied after 30 days at a rate of 2.5% per month.

Scope of Work:

The consultant will provide overarching labour relations support to the client through the collective bargaining process, including but not limited to the following:

- Pre-Negotiation Preparation such as analysis of current collective agreements, review of organizational needs, gather data on industry standards and benchmarks.
- Support the Facilitation of initial meetings and bargaining sessions.
- Support the development of negotiation strategies that align with the organization's goals.
- Support the preparation of proposals and counter-proposals and identify potential areas of compromise while assessing risk.
- Provide direction for record-keeping and documentation requirements.
- Support the process of drafting the final collective agreement.
- Support the implementation of any changes to the collective agreement.
- Provide advice and support as requested by the client.



@northernpeakhr



jesse.traer@northernpeakhr.com



105 May St N, Suite 201,

Thunder Bay, ON P7C 3N9



+1 807-632-8476



www.northernpeakhr.com



Confidentiality

- The parties agree that the confidential information is secret and valuable to the Client. The Client wishes to maintain the secrecy and privacy of any confidential information provided to the Consultant.

Additional Terms and Conditions:

- Each party agrees to indemnify and hold harmless the other party for any and all damages, liabilities, and losses, as well as legal fees and costs incurred, as a result of the services rendered under this agreement and resulting from the fault of the indemnifying party.
- Any further services related to the investigation undertaken by the Consultant which are requested by the Client or required through further legal, or court proceedings will fall within the scope of this agreement. All hours will be considered billed hours and paid to the Consultant by the Client at the bill rate stipulated in this agreement.
- Any legal expenses incurred by the consultant as a result of litigation related to the said investigation will be covered by the client.

We sincerely appreciate and value your business. Please contact me if you have any questions

Jesse Traer

Jesse Traer, Owner/ Lead Consultant
Northern Peak HR

Client Acknowledgement

Client Authorized Signing Officer Name & Title

Signature

Date



@northernpeakhr



jesse.traer@northernpeakhr.com



105 May St N, Suite 201,
Thunder Bay, ON P7C 3N9



+1 807-632-8476



www.northernpeakhr.com

THE CORPORATION OF THE TOWNSHIP OF CONMEE

BY-LAW #2025-013

Being a By-law to approve the 2025 Budget.

Recitals:

- (a) Section 290 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that Municipalities shall annually adopt a budget.
- (b) Council reviewed and approved the 2025 budget at its meeting held on April 22, 2025, and considers it expedient to adopt the budget by By-law.

ACCORDINGLY, THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF CONMEE ENACTS AS FOLLOWS:

- 1. Schedule "A" to this By-law, being the summary of the operating and capital budgets for 2025, is hereby adopted.

Passed this 13th day of May 2025

THE CORPORATION OF THE
TOWNSHIP OF CONMEE

Sheila Maxwell, Mayor

Karen Paisley, Clerk

Dept	Government	Administration	Building (CBO)	Cemetery	Complex	Council	Emergency	Landfill	Public Works	Totals
Revenues	\$ 236,125	\$ 162,850	\$ 3,000	\$ 4,300	\$ 30,100		\$ 9,375	\$ 17,000	\$ 415,178	\$ 877,928
Property Tax Levy	\$ 300,050	\$ 195,304	\$ 1,925	\$ 2,000	\$ 92,690	\$ 83,900	\$ 216,725	\$ 61,307	\$ 133,822	\$ 1,087,723
Total	\$ 536,175	\$ 358,154	\$ 4,925	\$ 6,300	\$ 122,790	\$ 83,900	\$ 226,100	\$ 78,307	\$ 549,000	\$ 1,965,651
Expenses	\$ 526,175	\$ 340,305	\$ 4,925	\$ 2,500	\$ 117,790	\$ 83,900	\$ 156,100	\$ 62,250	\$ 479,000	\$ 1,772,945
Reserve Transfers	\$ 10,000	\$ 17,849		\$ 3,800	\$ 5,000		\$ 70,000	\$ 16,057	\$ 70,000	\$ 192,706
Total	\$ 536,175	\$ 358,154	\$ 4,925	\$ 6,300	\$ 122,790	\$ 83,900	\$ 226,100	\$ 78,307	\$ 549,000	\$ 1,965,651
Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

need to raise

last year 1,056,144

2024 rate 0.01443755

0.0299 0.00041915 \$ 31,579

2025 rate 0.01486923 \$ 1,087,723

other percentage increases:

	Levy \$	% of total levy
Government	300,050	27.59%
Administration	197,304	18.14%
Building	1,925	0.18%
Cemetery	2,000	0.18%
Complex	92,690	8.52%
Council	81,900	7.53%
Emergency	216,725	19.92%
Landfill	61,307	5.64%
Public Works	133,822	12.30%
	<u>1,087,723</u>	<u>100.00%</u>

Percentage	Dollar Value
2.50%	26404
2.99%	31,579
3.25%	34,325
3.50%	36,965
3.75%	39,605
4.00%	42,246

Department	Revenue	Expenses	Amount to be Raised
Government	236,125	526,175	-290,050
Administration	162,850	340,305	-177,455
Building (CBO)	3,000	4,925	-1,925
Cemetery	4,300	2,500	1,800
Complex	30,100	117,790	-87,690
Council	0	83,900	-83,900
Emergency	9,375	156,100	-146,725
Landfill	17,000	62,250	-45,250
Public Works	415,178	479,000	-63,822
Total	<u>877,928</u>	<u>1,772,945</u>	<u>-895,017</u>


Ideally to be put into Reserves PW

bridges/culverts	13,000
roads	290,000
buildings	31,000
machinery/equipment	44,000
land	12,000
vehicles	47,000
	<u>437,000</u>
<u>Proposed</u>	70,000

Estimated Property Tax Revenue

based on 2024 rate

Class	Property Value	Current Rate	Total
Residential	71,512,000	0.01443755	1,032,458
Commercial	1,097,800	0.01660318	18,227
Industrial	18,700	0.0252656	472
Farm	1,142,600	0.00360939	4,124
Forests	239,000	0.00360939	863
	<u>74,010,100</u>		<u>1,056,144</u>

<div>  <div> Government & Agencies - Department - 00 2025 Budget </div> </div>					
		2024 Budget	2024 Actual	Proposed 2025	
Revenue					
4020	Interest Earned - Tax Related		28072	30000	
4025	Province of Ontario PIL	500	0	500	
4104	Food Bank Lease	21600	22548	21600	
4150	OMPF	205800	205800	222400	actual
4460	Provincial Offences	7000	5763	5000	
4146	Library	1225	1225	1225	
	Subtotal	236,125	235336	236125	
	Levy \$			300050	
	Total Revenues			536175	
Expenses					
5260	Taxes Written Off	2500	5008	5200	
5345	Election Expense	0	0	0	
5400	Insurance Expense	63502	65717	75267	
5600	Audit Expense	27500	13862	15000	
5605	Legal Expense	5000	580	5000	
5610	Other Professional Fees Expense	1500	1973	23000	\$20,000 proposed asset management plan
5615	Property Assessment Expense	13291	13155	13665	actual
5660	Policing and 911 Expense	88516	122451	88423	actual
5665	Emergency Ambulance Service Expens	65000	67158	70500	
5700	Lk Region Conservation Authority Expe	4927	4927	5147	
5705	Lakehead Rural Planning Board Expen	250	250	250	
5715	Thunder Bay Public Health Unit Expen.	19827	19827	20818	actual
5720	DSSAB Expense	92277	88012	96327	actual +4.4%
5721	Library Expense	1225	1225	1225	
	Subtotal	385,315	404145	419822	
LONG TERM DEBT					
2071	Food Bank Loan	13943	13943	13943	
2073	Grader Loan	42185	42185	42185	
2074	Excavator Loan	50000	50225	50225	
	Subtotal	106,128	106352	106353	
	Total Expenses			526175	
Amount to be Raised					
RESERVE					
	transfer from 2024 budget		9694		
	Proposed transfer from 2025 budget		10000		
	Total		19694		



**Administration - Department 10
2025 Budget**

		2024 Budget	2024 Actual	Proposed 2025
Revenue				
4100	Other	10000	-	
4020	Interest Earned - Tax Related	25000	28,072	25000
4120	Bank Interest	2000	3,880	2000
4140	Provincial Grants - NOHFC		28,673	35000
	- Covid			100000
4430	Newsletter	400	309	350
4435	Tax Certificates	0	390	500
	Subtotal	37,400	61,324	162850
	Levy \$			197304
	Total Revenues			360154

Expenses				
5005	Wages - Full Time	161354	171,522	175200
5010	Wages - Part Time	1000	278	21840
5015	Employment Insurance	3800	3,889	4500
5020	Canada Pension Plan	9000	8,414	10000
5025	WSIB Expense	6100	5,178	7000
5030	EHT Expense		3,266	3300
5035	RRSP Expense	5577	4,873	5500
5050	Mileage Expense	2500	2,479	3000
5040	Medical Insurance Expense	8760	8,807	9000
5060	Vacation Expense		2,400	3500
5105	Office Supplies Expense	15000	6,913	15000
5106	Software/Hardware Expense	17000	30,846	25000
5611	By-Law Enforcement Officer Fees Expense	500	394	500
5250	Bank Charges Expense	10100	3,378	5000
5305	Memberships Expense	4000	3,177	4000
5310	Conference Expense	3000	3,843	5000
5315	Travel Expense	2000	4,388	5000
5320	Meals Expense	200	100	200
5325	Training Expense	4500	4,926	6000
5326	Health & Safety Training Expense	1500	2,345	3000
5329	Emergency Management Expense	600	504	600
5340	Postage/Newsletter Expense	1200	1,640	2000
5415	Telephone Expense	5500	3,071	5500
5420	Promotional Materials Expense			1500
5610	Other Professional Fees Expense	3000	2,074	3000
5615	Property Assessment Expense	0	13,291	13665
5650	Other Expenses	5000	1,050	2500
	Total Expenses	271191	293,046	340305

admin assist - 20hrs week @\$21

cabinets - 3500
munisoft - 3800

Amount to be raised 0


RESERVE

transfer from 2024 budget	19,514
proposed transfer from 2025 budget	19,849
	-
Total	- 39,363



Building (CBO) - Department 20
2025 Budget

		2024 Budget	2024 Actual	Proposed 2025
Revenue				
4440	Building Permit	2,000	6517	3000
Subtotal		2,000	6517	3000
Levy \$				1925
Total Revenues		2,000	6517	4,925
Expenses				
5010	Wages	3,600	0	3600
5015	Employment Insurance	125	0	125
5020	Canada Pension Plan	-	0	0
5025	WSIB	-	0	0
5050	Mileage	1,200	0	1200
Total Expenses		4,925	0	4925
Amount to be raised				-

		Cemetery - Department 30 2025 Budget		
		2024 Budget	2024 Actual	Proposed 2025
Revenue				
4200	Cemetery Plots	1500	3776	1500
4210	Internment	1500	625	1500
3230	Interest Earned on trust funds	1200	1191	1300
	Subtotal	4,200	5592	4300
	Levy \$			2000
	Total Revenues			6300
Expenses				
5545	Cemetery Open/Close	500	0	500
5546	Cemetery Expenses	2000	1840	2000
	Total Expenses	2,500	1840	2500
Amount to be raised				0.00
RESERVE TRANSFERS				
	Care & Maintenance Reserve		28875	
	transfer from 2024 budget		2000	
	proposed transfer from 2025 budget		3800	
	Total reserve	-	34675	



Municipal Complex - Department 40
2025 Budget

		2024 Budget	2024 Actual	Proposed 2025
Revenue				
4104	Foodbank Revenue	21600	21600	21600
4165	Event Revenue		5130	4000
4400	Hall Rental	800	3585	3500
4405	Social Committee Revenue	5,000	513	1000
4490	Project/Capital		0	0
	Subtotal	5,800	30828	30100

Levy \$ **92690**

Total Revenues **122790**

Expenses				
5010	Wages	15,000	8477	15000
5015	Employment Insurance	250	205	300
5020	Canada Pension Plan	1,000	347	1000
5025	WSIB Expense	500	536	700
5030	EHT Expense		192	300
5050	Mileage Expense	100		100
5106	Software/Hardware Expense	2,000	1455	2000
5110	Janitorial Supplies Expense	3,000	2439	3000
5115	Hall Rental Expense	100	484	1000
5160	Social Committee Expense	5,000	819	1000
5210	Building Expense	2,000	1738	2000
5405	Utilities-Propane	12,000	6229	7000
5410	Utilities-Hydro	19,000	15545	19000
5415	Utilities-Telephone	7,000	3611	5000
5505	Building Repairs and Maintenance Expense	19,000	25244	22000
5506	Municipal Complex Supplies	700	8081	1000
5531	Project Expense (outdoor pavillion)	-		36390
5650	Other	1,000	861	1000
	Total Expenses	87,650	76263	117,790

check electrical lines

our portion if we receive grant

Amount to be raised **-**

RESERVE


	transfer from 2024 budget	5324
	proposed transfer from 2025 budget	5000
	Total	-



Council - Department 50
2025 Budget

	2024 Budget	2024 Actual	Proposed 2025
Revenue			
		0	0
		0	0
Subtotal		0	0
Levy			83900
Total			83900
Expenditures			
5010 Council Meetings/Wages	62000	55577	62000
5015 El Expense		1287	1300
5020 Canada Pension Plan	2300	2037	2300
5025 WSIB Expense	2100	1105	1300
5030 EHT Expense		1194	1200
5050 Mileage Expense	1400	1053	1400
5305 Membership Expense	1000	1065	1200
5310 Conference Expense	4500	2842	4500
5315 Travel Expense	2000	1670	2200
5320 Meal Expense	1000	366	1000
5415 Telephone Expense	1000	1970	2500
5650 Other Expenses	1000	489	3000
Total Expenses	78,300	70655	83900
Amount to be raised			0

computer for chambers

 Emergency Services - Department 60 2025 Budget				
		2024 Budget	2024 Actual	Budget 2025
Revenue				
4100	Other	0	-	9375
	Subtotal	-		9375
	Levy \$			216725
	Total			226100
Expenditures				
5010	Wages	19000	17,800	21000
5015	Employment Insurance	500	469	500
5020	Canada Pension Plan	700	879	900
5025	WSIB Expense	650	99	500
5030	EHT Expense			500
5050	Mileage Expense	200	87	200
5055	Honourarium Expense	7500	7,500	17000
5100	Equipment Repairs Expense	1000	70	1000
5105	Office Supplies Expense	1000	748	2500
5160	Hardware/Software		940	1000
5115	Shop Supply/Equipment/Small Tools Expense	6000	20,347	15000
5145	Communications/Radios Expense	3500	11,863	6000
5210	Building Expense	1000	-	1000
5305	Membership Expense	1700	1,298	2000
5320	Meal Expense			2000
5325	Training Expense	9000	4,631	10000
5326	Health & Safety/PPE Expense	3000	6,108	20000
5330	Public Education Expense	6000	1,682	6000
5400	Insurance Expense		6,488	7000
5405	Utilities-Propane	11000	6,915	9000
5410	Utilities-Hydro	3500	1,606	3500
5415	Utilities-Telephone	2500	2,472	3000
5450	Vehicle Repairs and Maintenance Expense	10000	1,865	10000
5455	Vehicle - Gas	1000	100	1000
5460	Diesel - Clear	1500	622	1500
5505	Building Maintenance Expense	12000	2,812	10000
5650	Other Expenses	3000	1,018	3000
5661	First Responders Expense	1000	-	1000
	Total Expenses	106,250	98,419	156,100
Amount to be raised				0
RESERVE				
	Opening		19,013	
	transfer from 2024 budget		70,000	
	proposed transfer from 2025 budget		70,000	
	Total		159,013	

grant for extractor

chief \$1300, deputy \$300, EFR co-ordinator (\$15/hr)

computer \$1500

\$6695 washing extractor (grant)

full training days, Xmas

\$2000 PPE (grant)



Landfill - Department 70
2025 Budget

		2024 Budget	2024 Actual	Proposed 2025
Revenue				
4420	Landfill Revenue	1000	3308	12000
4425	Recycling Revenue	14000	4510	5000
	Subtotal	15000	7818	17000
	Levy \$			61307
	Total			78307

GFL lease
stewardship ont

Expenditures				
5010	Wages	22000	13176	15000
5015	Employment Insurance	400	316	400
5020	Canada Pension Plan	1000	0	500
5025	WSIB Expense	750	370	750
5030	EHT Expense			300
5100	Equipment Repairs Expense	2000	0	1000
5115	Shop Supplies/Equipment/Small Tools		14	100
5326	Health & Safety/PPE Expense	0	127	200
5405	Propane Expense	1000	382	1000
5500	Recycling Expense	25000	13407	15000
5505	Building Repairs/Maintenance	2500	33	3000
5550	Groundwater Monitoring	19000	20655	22000
5650	Other Expenses	6000	2444	3000
	Total Expenses	79650	50924	62250

repair shack

amount to be raised	0
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RESERVE

transfer from 2024 budget	6000
proposed transfer from 2025 budget	16057
Total	22057



Public Works - Department 90
2025 Budget

		2024 Budget	2024 Actual	Proposed 2025
Revenue				
4450	Roads Revenue	25000	1,686	5000
4130	Gas Tax (CCBF)	50178	170,505	52269
4140	OCIF Grant	100000	100,000	100000
	NORDS			62000
4490	Other	240000		
	Subtotal	415,178	272,191	415178

RESERVE TRANSFERS

	Loan Proceeds			
	Transfer from Reserve			
	Subtotal	-	-	0
	Levy \$			133822
	Total	415,178	272,191	549000

Expenditures				
5005	Wages-Full Time	150000	105,378	150000
5010	Wages-Part Time	5000	3,585	5000
5015	Employment Insurance	3600	2,589	3600
5020	Canada Pension Plan	8500	6,162	8500
5025	WSIB Expense	5200	2,991	5300
5030	EHT Expense		3,041	3000
5035	RRSP Expense	3600	4,053	5000
5040	Medical Insurance Expense	10576	8,651	12000
5045	Benefits-Boots/Eyeglasses	1000	515	1000
5050	Mileage Expense	500	-	500
5060	Vacation Expense		6,693	8000
5100	Equipment Repairs Expense	25000	21,362	25000
5101	Equipment Purchase Expense	2000	-	2000
5105	Office Supplies Expense		120	200
5115	Shop Supplies/Small Tools Expense	10000	7,245	10000
5120	Road Material-Gravel	8000	19,750	20000
5125	Road Material-Calcium	33390	32,645	35000
5130	Road Material-Sand	5000	529	5000
5135	Road Material-Salt	2000	-	2000
5140	Road Maintenance Expense		4,348	5000
5145	Radio Expense	8000	5,873	6000
5325	Training Expense		600	1000
5326	Health & Safety PPE Expense	1000	264	1000
5405	Utilities-Propane	22000	13,272	18000
5410	Utilities-Hydro	4000	2,073	4000
5415	Utilities-Telephone	800	656	1400
5450	Vehicle Repairs & Maintenance Expense	10000	5,375	6000
5451	Licensing Vehicles Expense	9000	51	5000
5460	Equipment Fuel-Clear Diesel	26000	15,729	21000

5465	Equipment Fuel-Marked Diesel	35000	20,566	26000	
5505	Building Repairs/Maintenance Expense	5000	1,420	13000	new heater
5510	Bridges/Signs Expense	1500	5,794	2500	
5525	Culverts Expense	8000	7,132	8000	
5530	Machine Brushing/Road Side Grass Cutting Expense	5000	7,294	7500	
5531	Project Expense	2000	81,839	50000	
5535	Dam Expense	2000	908	2000	
5610	Professional Fees	0	-		
5650	Other Expenses	0	445	500	
Total Expenses		412,666	398,948	479000	

amount to be raised

-

RESERVE

opening OCIF	-	64,560	
opening CCBF		144,607	
transfer from 2024 budget		70,000	
proposed transfer from 2025 budget		70,000	
Total	-	349,167	0

THE CORPORATION OF THE TOWNSHIP OF CONMEE

BY-LAW # 2025-014

Being a By-law to establish tax rates for 2025.

Recitals:

- (a) Subsection 312(2) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, (referred to in this By-law as the "Act") provides that the Council of a local municipality shall, after the adoption of estimates for the year, pass a by-law to levy a separate tax rate on the assessment in each property class.
- (b) Section 308 of the Act requires tax rates to be established in the same proportion as tax ratios.
- (c) Having adopted the 2025 budget, Council now considers it expedient to set the 2025 tax rates.

ACCORDINGLY, THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF CONMEE ENACTS AS FOLLOWS:

- 1. The estimates for all general purposes for 2025, in the amount of \$1,772,945 were adopted by By-law 2025-013.
- 2. There shall be levied and collected upon the whole of the assessment for real property, lands and buildings within the Township of Conmee the following tax rates for the following purposes for the year 2025:

	GENERAL	EDUCATION	TOTAL
Residential/Farm	0.01486923	0.0015300	0.01639923
Commercial Occupied	0.01709961	0.0088000	0.02589961
Commercial Excess	0.01196973	0.0088000	0.02076973
Commercial Vacant	0.01196973	0.0088000	0.02076973
Industrial Occupied	0.02602104	0.0088000	0.03482104
Industrial Excess	0.01691374	0.0088000	0.02571374
Industrial Vacant	0.01691374	0.0088000	0.02571374
Farmlands	0.00371731	0.0003825	0.00409981
Managed Forests	0.00371731	0.0003825	0.00409981
Landfill	0.00892153	0.0088000	0.01772153

3. Every owner of land shall be taxed according to the tax rates in this by-law and such tax shall become due and payable in two instalments as follows:
 - a) one-half of such final levy shall become due and payable on the 27th day of August 2025
 - b) one-half of such final levy shall become due and payable on the 29th day of October 2025
4. The penalty charge in accordance with a by-law passed under the provisions of the Act shall be imposed on overdue taxes and shall be added on the first day of default and on the first day of each calendar month thereafter in which default continues.
5. Penalties and interest added in default shall become due and payable and shall be collected as if the same had originally been imposed and formed part of such unpaid tax levy.
6. The Treasurer may mail or cause the same to be mailed to the residence or place of business of such person indicated on the last revised assessment roll, a written or printed notice specifying the amount of taxes payable.
7. The Treasurer is authorized to accept part payment from time to time on account of any taxes due and acceptance of any such payment shall not affect the collection of any penalty imposed and collectable in respect to the non-payment of taxes or any instalment of taxes.
8. Taxes are payable to the Township of Conmee Municipal Office.
9. This By-law shall come into force and take effect upon the date it is passed.

Passed this 13th day of May 2025

THE CORPORATION OF THE
TOWNSHIP OF CONMEE

Sheila Maxwell, Mayor

Karen Paisley, Clerk

**THE CORPORATION OF THE TOWNSHIP OF CONMEE
BY-LAW # 2025-015**

Being a By-law to establish tax ratios for the Township of Conmee for the year 2025.

Recitals:

- (a) Subsection 308(4) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that a single tier municipality shall pass a by-law in each year to establish the tax ratios for that year for the municipality.
- (b) Council considers it expedient to set the tax ratios for 2025.

ACCORDINGLY, THE CORPORATION OF THE TOWNSHIP OF CONMEE ENACTS AS FOLLOWS:

1. The following Tax Ratios for the specified property classes be established for the taxation year 2025:

<u>CLASS</u>	<u>TAX RATIO</u>
Residential/Farm	1.0000
Multi-Residential	1.0000
Landfill	0.6000
Commercial Occupied	1.1500
Commercial Vacant Units	0.8050
Commercial Vacant Land	0.8050
Industrial Occupied	1.7500
Industrial Vacant Land	1.1375
Farmlands	0.2500
Managed Forests	0.2500

2. This By-law shall come into force and effect on the date of its passage.

ACCORDINGLY, THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF CONMEE ENACTS AS FOLLOWS:

Passed this 13th day of May 2025

THE CORPORATION OF THE
TOWNSHIP OF CONMEE

Sheila Maxwell, Mayor

Karen Paisley, Clerk

From: [Rebecca Johnson](#)
To: [Federation of Canadian Municipalities](#); resolutions@fcm.ca
Cc: [Scott Aitchison, MP](#); Graydon.Smith@pc.ola.org; james.king@pc.ola.org; caroleyauck@gmail.com
Subject: Town of Parry Sound calls for inclusive research to reflect diversity of Canadian communities
Date: April 17, 2025 3:42:21 PM
Attachments: [2025-046 Call for inclusive research to reflect diversity of Canadian communities.pdf](#)

Greetings,

At its April 15th Meeting, Council of the Corporation of the Town of Parry Sound passed attached Resolution 2025-046 supporting a national call for stronger federal support for inclusive research that reflects the diversity of Canadian communities. As the resolution identifies, diverse and inclusive research teams have been shown to generate more innovative, practical and impactful solutions which benefit Canadian municipalities in multiple areas of public health, infrastructure, education, environmental protection, and economic development.

Town of Parry Sound Council looks forward to your response.

Sincerely,

Rebecca Johnson
Clerk
rjohnson@parrysound.ca

Town of Parry Sound
52 Seguin St
Parry Sound, ON P2A 1B4
T. (705) 746-2101 x220
F. (705) 746-7461
www.parrysound.ca

**THE CORPORATION OF THE TOWN OF PARRY SOUND
RESOLUTION IN COUNCIL**

NO. 2025 – 046

DIVISION LIST

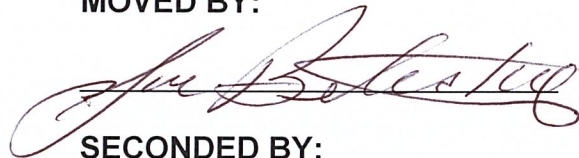
YES NO

DATE: April 15, 2025

Councillor **G. ASHFORD**
Councillor **J. BELESKEY**
Councillor **P. BORNEMAN**
Councillor **B. KEITH**
Councillor **D. McCANN**
Councillor **C. McDONALD**
Mayor **J. McGARVEY**

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

MOVED BY:



SECONDED BY:



CARRIED: ☒ **DEFEATED:** _____ **Postponed to:** _____

WHEREAS inclusive, evidence-based scientific research leads to better outcomes for Canadians by ensuring that all voices and experiences are reflected in the development of knowledge, treatments, and innovations;

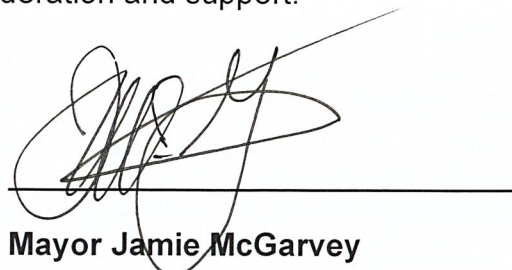
WHEREAS Canadian municipalities benefit directly from research-informed policies on public health, infrastructure, education, environmental protection, and economic development;

WHEREAS diverse and inclusive research teams have been shown to generate more innovative, practical, and impactful solutions, and yet many equity-deserving groups, including women, remain underrepresented in science and research careers;

WHEREAS inclusive research strengthens our economy, healthcare system, and ability to address national and global challenges;

THEREFORE BE IT RESOLVED that the Council of the Town of Parry Sound supports the national call for stronger federal support for inclusive research that reflects the diversity of Canadian communities;

AND BE IT FURTHER RESOLVED that this resolution be shared with other municipalities in Ontario, the Federation of Canadian Municipalities, and relevant provincial and federal representatives for consideration and support.


Mayor Jamie McGarvey

Township of Champlain

Resolution
Regular Council Meeting

Agenda Number: 11.1.
Resolution Number 2025-120
Title: Councillor Gerry Miner - Surveillance and Monitoring of Heavy Vehicles in Ontario
Date: April 24, 2025

Moved By: Gérard Miner
Seconded By: Paul Burroughs

Whereas the Council of the Township of Champlain is of the opinion that additional surveillance and monitoring of heavy vehicles in Ontario is required to ensure the safety of other motorists, property owners, and pedestrians.

Be it resolved that the Township of Champlain calls upon the Government of Ontario to: increase surveillance and spot checks of all heavy vehicles travelling on Ontario roads; as well as monitoring the testing standards maintained by privately-owned heavy licensing facilities.

Be it further resolved that this resolution be forwarded to the Minister of Transportation of Ontario, the Minister of Municipal Affairs and Housing, the MPP Glengarry-Prescott-Russell, the Ontario Provincial Police, AMO and all municipalities in Ontario.

Carried

Certified True Copy of Resolution

Alison Collard, Clerk Date:

Canton de Champlain
Résolution
Réunion régulière du Conseil

No. du point à l'ordre du jour: 11.1.
No. du point 2025-120
Titre: Conseiller Gerry Miner - Surveillance et contrôle des véhicules lourds en Ontario
Date: le 24 avril 2025

Proposée par: Gérard Miner
Appuyée par: Paul Burroughs

Attendu que le Conseil du Canton de Champlain est de l'avis qu'une surveillance et un contrôle accrus des véhicules lourds en Ontario sont nécessaires pour assurer la sécurité des autres automobilistes, des propriétaires fonciers et des piétons.

Qu'il soit résolu que le Canton de Champlain demande au gouvernement de l'Ontario d'accroître la surveillance et les vérifications de tous les véhicules lourds circulant sur les routes de l'Ontario, et de contrôler les normes de vérification maintenues par les installations privées d'immatriculation des véhicules lourds; et

De plus, qu'il soit résolu que cette résolution soit transmise au ministre des Transports de l'Ontario, au ministre des Affaires municipales et du Logement, au député provincial de Glengarry-Prescott-Russell, à la Police provinciale de l'Ontario, à l'AMO et à toutes les municipalités de l'Ontario.

Adoptée

Copie certifiée conforme

Alison Collard, greffière Date :

From: karla.barton@champlain.ca
To: minister.mto@ontario.ca
Cc: minister.mah@ontario.ca; stephane.sarrazin@pc.ola.org; dominic.lalonde@opp.ca; resolutions@amo.on.ca; Normand.Riopel@champlain.ca; gerard.miner@champlain.ca
Subject: Resolution 2025-120 Surveillance and Monitoring of Heavy Vehicles in Ontario
Date: April 25, 2025 1:39:57 PM
Attachments: [image001.png](#)
[Resolution 2025-120 SurveillanceMonitoringHeavyVehiclesOntario.pdf](#)

Dear Honourable Prabmeet Singh Sarkaria,

At its April 24th, 2025 meeting, Champlain Township Council passed resolution #2025-120, calling upon the Ontario Government to increase surveillance and spot checks of all heavy vehicles travelling on Ontario roads; as well as monitoring the testing standards maintained by privately-owned heavy licencing facilities.

A copy of Champlain Township resolution 2025-120 is attached for your information and consideration.

Kind regards,

Karla Barton

Deputy Clerk
 Greffière adjointe

T. 613-678-3003

Karla.barton@champlain.ca | www.champlain.ca



948 Pleasant Corner Rd East, Vankleek Hill, ON, K0B 1R0

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From: [Karyn Hurley](#)
To: [Clerks Richmondhill](#)
Cc: [Premier@ontario.ca](#); [michael.kerzner@pc.ola.org](#); [graydon.smith@pc.ola.org](#); [daisy.waico@pc.ola.org](#); [michael.parsaco@pc.ola.org](#); [resolutions@amo.on.ca](#); [amcto@amcto.com](#); [mleo@mleoa.ca](#)
Subject: City of Richmond Hill Resolution - Councillor Cilevitz - Provincial regulations needed to restrict keeping of non-native ("exotic") wild animals
Date: April 28, 2025 10:37:52 AM
Attachments: [image002.png](#)
[2025-04-23 Council Meeting - Extract - Member Motion - Councillor Cilevitz.pdf](#)

Good morning,

Richmond Hill City Council, at its meeting held on April 23, 2025, adopted the following resolution:

Whereas Ontario has more private non-native ("exotic") wild animal keepers, roadside zoos, mobile zoos, wildlife exhibits and other captive wildlife operations than any other province; and,

Whereas the Province of Ontario has of yet not developed regulations to prohibit or restrict animal possession, breeding, or use of non-native ("exotic") wild animals in captivity; and,

Whereas non-native ("exotic") wild animals can pose very serious human health and safety risks, and attacks causing human injury and death have occurred in the province; and,

Whereas the keeping of non-native ("exotic") wild animals can cause poor animal welfare and suffering, and poses risks to local environments and wildlife; and,

Whereas owners of non-native ("exotic") wild animals can move from one community to another even after their operations have been shut down due to animal welfare or public health and safety concerns; and,

Whereas municipalities have struggled, often for months or years, to deal with non-native ("exotic") wild animal issues and have experienced substantive regulatory, administrative, enforcement and financial challenges; and,

Whereas the Association of Municipalities of Ontario (AMO), the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO) and the Municipal Law Enforcement Officers' Association (MLEOA) have indicated their support for World Animal Protection's campaign for provincial regulations of non-native ("exotic") wild animals and roadside zoos in letters to the Ontario Solicitor General and Ontario Minister for Natural Resources and Forestry;

Now Therefore Be It Resolved:

1. That the City of Richmond Hill hereby petitions the provincial government to implement provincial regulations to restrict the possession, breeding, and use of non-native ("exotic") wild animals and license zoos in order to guarantee the fair and consistent application of policy throughout Ontario for the safety of Ontario's citizens and the non-native ("exotic") wild animal population;
2. That this resolution will be forwarded to all municipalities in Ontario for support and that each endorsement be then forwarded to the Premier of Ontario,

Ontario Solicitor General, Ontario Minister for Natural Resources and Forestry,
and Richmond Hill MPP's, AMO, AMCTO, and MLEOA.

Please find a copy of the Council endorsed resolution for your records.

If you have any questions, please feel free to contact me at (905) 771-9996, ext. 2529.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'S. Huycke', is shown within a rectangular box.

Stephen M.A. Huycke
Director of Legislative Services/City Clerk

Attachment

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15. Committee and Staff Reports

15.1 Minutes - Committee of the Whole Meeting CW#06-25 held April 16, 2025

15.1.13 Member Motion - Councillor Cilevitz - Provincial regulations needed to restrict keeping of non-native ("exotic") wild animals - (CW Item 12.1)

Moved by: Councillor Thompson

Seconded by: Councillor Cilevitz

Whereas Ontario has more private non-native ("exotic") wild animal keepers, roadside zoos, mobile zoos, wildlife exhibits and other captive wildlife operations than any other province; and,

Whereas the Province of Ontario has of yet not developed regulations to prohibit or restrict animal possession, breeding, or use of non-native ("exotic") wild animals in captivity; and,

Whereas non-native ("exotic") wild animals can pose very serious human health and safety risks, and attacks causing human injury and death have occurred in the province; and,

Whereas the keeping of non-native ("exotic") wild animals can cause poor animal welfare and suffering, and poses risks to local environments and wildlife; and,

Whereas owners of non-native ("exotic") wild animals can move from one community to another even after their operations have been shut down due to animal welfare or public health and safety concerns; and,

Whereas municipalities have struggled, often for months or years, to deal with non- native ("exotic") wild animal issues and have experienced substantive regulatory, administrative, enforcement and financial challenges; and,

(continued)

Whereas the Association of Municipalities of Ontario (AMO), the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO) and the Municipal Law Enforcement Officers' Association (MLEOA) have indicated their support for World Animal Protection's campaign for provincial regulations of non-native ("exotic") wild animals and roadside zoos in letters to the Ontario Solicitor General and Ontario Minister for Natural Resources and Forestry;

Now Therefore Be It Resolved:

1. That the City of Richmond Hill hereby petitions the provincial government to implement provincial regulations to restrict the possession, breeding, and use of non-native ("exotic") wild animals and license zoos in order to guarantee the fair and consistent application of policy throughout Ontario for the safety of Ontario's citizens and the non-native ("exotic") wild animal population;
2. That this resolution will be forwarded to all municipalities in Ontario for support and that each endorsement be then forwarded to the Premier of Ontario, Ontario Solicitor General, Ontario Minister for Natural Resources and Forestry, and Richmond Hill MPP's, AMO, AMCTO, and MLEOA.

Carried

From: [Liz Ross](#)
To: [Premier of Ontario | Premier ministre de l'Ontario](#)
Subject: Resolution - Township of Otonabee-South Monaghan- Proposal to End Daylight Savings Time in Ontario
Date: April 29, 2025 4:10:57 PM
Attachments: [OSM Township - Resolution R107-2025 - Daylight Savings Time.pdf](#)

Good afternoon,

Please find attached a resolution that was passed by the Township of Otonabee-South Monaghan Council.

Thank you,

Liz Ross, Deputy Clerk

Township of Otonabee-South Monaghan

Tel: 705-295-6852 ext. 214 | Fax: 705-295-6405 | Email: deputy-clerk@osmtownship.ca

20 Third Street, PO Box 70, Keene, ON K0L 2G0



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The Corporation of the Township of Otonabee-South Monaghan

April 29, 2025

Via Email: premier@ontario.ca

The Honourable Doug Ford
Premier of Ontario
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

Dear Premier Ford:

Re: Proposal to End Daylight Savings Time in Ontario

Please be advised that the Council of the Township of Otonabee-South Monaghan at its meeting on April 28th, 2025 passed the following resolution:

R107-2025

Moved by Councillor Terry Holmes
Seconded by Councillor Mark Allen

Whereas Ontario already has the legislative framework to end the antiquated practice of Daylight Saving Time (DST), as per the Time Amendment Act of 2020: But New York has delayed us for over 4 long years.

And Whereas the Case for Ending DST immediately pertains to clear and present Health and Public Safety concerns: Clock shifts spike heart attacks, accidents, and stress, per the Canadian Society for Chronobiology. Kids lose focus, domestic violence rises, and vulnerable folks—mentally ill, homeless, addicts—face unnecessary strain and relapse risks. Indigenous health gaps deepen as DST clashes with traditions. Standard Time aligns with nature, easing healthcare burdens and healthcare costs.

And Whereas ending DST is a clear and permanent assertion of the economic independence of Ontario: Our new, post tariff economic reality exposes the reliance on New York for our internal policy as outdated. Ontario should look out for Ontarians, and

our sovereignty must be asserted. Quebec already considers the change; so 15 million Ontarians should not continue to wait on NY. Businesses will adapt; citizens will gain stability. Over 100,000 petition voices and 70% of Ontarians agree. Ontario must take the lead, and hopefully NY can eventually follow our lead for the good of their own people.

Therefore be it resolved that we request staff to distribute this communication to all the Municipalities, Chiefs & Councils of Ontario in addition to the Premier of the Govt. of Ontario and urge the Premier to:

1. Amend the Time Amendment Act 2020 to drop New York's contingency, effective immediately.
2. Set permanent Standard Time (EST) from November 2, 2025.

CARRIED.

Yours truly,
Township of Otonabee-South Monaghan



Liz Ross
Deputy Clerk

Sent via Email:
Honourable Doug Ford, Premier of Ontario, premier@ontario.ca
Municipalities of Ontario



The Corporation of the Town of Cobourg

Resolution

Honourable Doug Ford, Premier of Ontario
Premier of Ontario
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

Town of Cobourg
55 King Street West,
Cobourg, ON, K9A 2M2
clerk@cobourg.ca

Delivered via email

Doug.fordco@pc.ola.org
premier@ontario.ca

May 5, 2025

RE: Ontario Works Financial Assistance Rates

Please be advised that the Town of Cobourg Council, at its meeting held on April 30, 2025, passed the following resolution:

THAT Council requests the Provincial Government to urgently:

- Increase Ontario Works rates to match the ODSP rate increases that have already been made and be indexed to inflation;
- Commit to ongoing cost of living increases above and beyond the rate of inflation to make up for the years they were frozen; and

FURTHER THAT a copy of this resolution be sent to the Minister of Children, Community, and Social Services, the Minister of Health, the Minister of Municipal Affairs and Housing, the Association of Municipalities of Ontario, the Ontario Municipal Social Services Association, and all Ontario Municipalities.

Sincerely,

Kristina Lepik
Deputy Clerk/Manager, Legislative Services

Enclosure.

cc. Honourable Michael Parsa, Minister of Children, Community and Social Services;
Honourable Sylvia Jones, Minister of Health;
Honourable Rob Flack, Minister of Municipal Affairs and Housing;
Association of Municipalities of Ontario (AMO);
Ontario Municipal Social Services Association; and
All Ontario Municipalities

THE CORPORATION OF THE TOWNSHIP OF CONMEE

BY-LAW # 2025-016

Being a By-law to confirm the proceedings of Council at its meeting.

Recitals:

Subsection 5(3) of the Municipal Act, 2001, S.O. 2001, Chapter 25, as amended, requires a municipal Council to exercise its powers by by-law, except where otherwise required.

Council from time to time authorizes action to be taken which does not lend itself to an individual by-law.

The Council of The Corporation of the Township of Conmee deems it desirable to confirm the proceedings of Council at its meeting by by-law to achieve compliance with the Municipal Act, 2001.

ACCORDINGLY, THE COUNCIL FOR THE CORPORATION OF THE TOWNSHIP OF CONMEE ENACTS AS FOLLOWS:

1. Ratification and Confirmation

The actions of this Council at its meeting held May 13th, 2025, with respect to each motion, resolution and other action passed and taken by this Council at the meeting, are adopted, ratified and confirmed as if such proceedings and actions had been expressly adopted and confirmed by by-law.

1. Execution of all Documents

The Mayor of the Council and the proper officers of the Township are authorized and directed to do all things necessary to give effect to the actions authorized at the meeting, and/or to obtain approvals where required, and except where otherwise provided, the Mayor and Clerk are authorized and directed to execute all necessary documents and to affix the Corporate Seal of the Township to such documents.

Passed this 13th day of May, 2025.

THE CORPORATION OF THE
TOWNSHIP OF CONMEE

Mayor Sheila Maxwell

Clerk Karen Paisley