

MINUTES - REGULAR COUNCIL MEETING

Tuesday, May 13th, 2025 – 6:00 pm

PRESENT Mayor Sheila Maxwell
Councillor Chris Kresack
Councillor David Maxwell

REGRETS Councillor David Halvorsen
Councillor Grant Arnold

ALSO PRESENT Karen Paisley, Clerk
Leanne Maxwell, Treasurer
Robb Day, Fire Chief
Resident

PRESENT VIRTUALLY Olabisi Akinsanya-Hutka, HR Assistant
Resident

1. CALL TO ORDER

Mayor Maxwell called the meeting to order at 6:00 p.m.
Mayor Maxwell provided a statement of land acknowledgement.

2. APPROVAL OF AGENDA

RESOLUTION 2025 – 084

Moved by: Councillor Kresack

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT the agenda for the regular council meeting of May 13th, 2025, be approved.

CARRIED

3. DECLARATIONS OF PECUNIARY INTEREST

No declarations were made.

4. TOWN HALL SEGMENT

A resident requested to speak to Council in closed session.

6:04 pm – Fire Chief Day left the council meeting.

CLOSED SESSION

RESOLUTION 2025-085

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

BE IT RESOLVED THAT, the time being 6:04 p.m., Council move into Closed Session pursuant to Section 239(2)(b) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, to consider Item 13.1, as it pertains to personal matters about an identifiable individual.

CARRIED

During closed session, the following procedural resolution was passed:

RESOLUTION 2025-086

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

BE IT RESOLVED THAT, the time being 6:12 p.m., Council rise from closed session and report in open session.

CARRIED



Open session resumed.

6:13 p.m. – Fire Chief Day rejoined the meeting.

5. DEPUTATIONS

No deputations were scheduled for this evening's meeting.

6. MINUTES OF PREVIOUS MEETING(S)

6.1 Minutes – Regular Council Meeting – April 22nd, 2025

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

RESOLUTION 2025 - 087

Moved by: Councillor Kresack

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT the minutes for the open session portion of the regular council meeting of April 22nd, 2025, be approved.

7. DISBURSEMENT LIST

7.1. Payroll Report

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

7.2. Payment Register

Council reviewed the payment register. The Treasurer responded to questions from members present.

RESOLUTION 2025-088

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

BE IT RESOLVED THAT Council approved 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

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 she'd contacted eScribe and was provided with a presentation. E-Scribe is a template program for minutes and agenda production. Due to the high cost of this program, the Clerk will not be purchasing the template. The Clerk advised that she will be providing the City of Thunder Bay with the resolutions in support of the Conmee correspondence against the designated truck route for their June 2nd meeting. The Clerk is utilizing Triton for record checks for employees. Volunteers requiring vulnerable sector checks need to go through OPP and require a letter from the municipality. The Clerk had provided a letter for vulnerable screening, utilizing the letter the previous clerk had used, but these have been rejected by OPP. The Clerk will find out from the OPP why this is happening and inquire if changes have been made to the process.

The Clerk has a list of names of residents who would like to purchase a food cycler system. The Clerk will be ordering the systems on May 15th and will notify residents when the systems are available to pick up from the municipal office. The Clerk has received a rain gauge from the Lakehead Region Conservation Authority. The municipal office will be responsible for taking readings and reporting the results to the LRCA.

8.2. Treasurer's Report

Treasurer Maxwell overviewed the Treasurer's report to Council and responded to questions. In addition to the information in the report, the Treasurer advised that Thunder Bay Xero Graphix (TBXI) will be servicing the Xerox photocopier in the office under contract, as Xerox Canada had reduced the number of technicians in our area and the closest repair technician Xerox Canada was providing, was in Kapuskasing. We had one resident pay off their tax arrears. We have two residents remaining in tax arrears. The auditor from BDO Dunwoody will be attending the office to work on our audit on Friday May 9th.

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

No Public Works Report was presented at this evening's meeting.

8.5. Fire Chief's Report

The Fire Chief overviewed his report to Council and responded to questions. In addition to the information in the report, the Fire Chief reported that the department responded to a few emergency calls, including medical and other general service calls. He noted one call was cancelled en route. Training progress was shared, with several members completing online modules and nearing the end of in-class firefighter certification. The department continues to benefit from volunteers focused on medical and support roles, even if they are not certified for fire suppression. Concerns were raised about the reliability of mutual aid due to limited staffing across neighboring departments, especially during multiple concurrent incidents. Equipment acquisition remains a challenge, with limited availability and pressure from vendors. Council discussed the urgency of securing a new fire truck and the need to explore financing options. Space constraints at the fire hall were also highlighted, with a proposal to reclaim the former ambulance bay for training and equipment storage. The possibility of seeking community or business support for non-core equipment was mentioned, though municipal restrictions may apply. The department is awaiting updated quotes to move forward with procurement planning.

8.6. Council Member Reports

Mayor Maxwell advised she will attend the upcoming Lakehead Rural Municipal Coalition (LRMC) meeting on May 20. Due to Councillor Arnold's absence, temporary coverage may be required for his committee responsibilities, including the Thunder Bay District Health Unit and Lakehead Region Conservation Authority. Health unit meetings are held during the day, while LRCA meetings typically begin at 4:30 p.m. Mayor Maxwell visited the municipal landfill and reported significant garbage accumulation, including overflow behind trailers and bins. She expressed concern regarding fire hazards and recommended exploring short-term cleanup options, such as hiring temporary help. Further discussion was tabled pending input from Public Works. She advised Council of the May 31 deadline for submitting delegation requests for the AMO annual conference. Council was encouraged to bring forward suggestions for ministries or topics of concern. Priorities identified included fire department funding and highway safety related to commercial driver behavior. The Solicitor General and Ministry of Transportation were noted as key contacts for these discussions.

Councillor Maxwell reported he spoke briefly with Public Works on Friday, May 9, while they were gravelling. He noted his upcoming attendance at a virtual meeting of the Thunder Bay District Municipal League on Wednesday, May 21, at 5:30 p.m. He also indicated he will be preparing a generator report over the coming weekend. Additionally, he advised that he would be contacting Steve Lazar on May 14.

Councillor Kresack reported he is attending the Rural Food Bank annual general meeting on Wednesday May 14th. Council had been offered a free ticket for the Food Bank's 25th Anniversary dinner, and by consensus Council agreed that the ticket should go to Councillor Kresack as he is Council's representative on this board.

8.7. Other Agencies' Reports

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

RESOLUTION 2025-089

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

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

CARRIED

9. NEW BUSINESS

9.1. North Rock Engineering Proposal for 2025

Council was provided with a proposal from North Rock Engineering for the water quality monitoring program. The Clerk provided the Public Works supervisor with a copy of the proposal to review. The Public Works supervisor noted there was an item in the report provided, a standing pipe at the landfill, with a cost of \$1100 to repair. This pipe had been decommissioned. The Clerk advised North Rock Engineering, who removed the item and submitted an updated proposal. By consensus, Council approved the updated proposal.

9.2 Northern Peak HR Service Agreement

Council was provided with a service agreement from Northern Peak HR Service. By consensus, Council agreed to approve the proposal from Northern Peak HR Services to support the upcoming collective bargaining process.

10. BY-LAWS

10.1 Bylaw 2025-013 – Budget 2025

RESOLUTION 2025-090

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

BE IT RESOLVED THAT By-law 2025-013 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. 2025-013, being a by-law to establish the 2025 Budget for the Municipality, effective May 13th, 2025.

JP
GR

10.2 Bylaw 2025-014 – 2025 Tax Rates

10.3 Bylaw 2025-015- 2025 Tax Ratios

RESOLUTION 2025-091

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

BE IT RESOLVED THAT By-law 2025-014 and By-law 2025-015 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. 2025-014 and By-law No. 2025-015, being by-laws to establish the 2025 Tax Rates and the 2025 Tax Ratios for the Municipality, effective May 13th, 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 2025-092

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

BE IT RESOLVED THAT: the Corporation of the Township of Conmee Council supports the April 17th, 2025 correspondence from the Township of Parry Sound supporting a national call for stronger federal support for inclusive research that reflects the diversity of Canadian communities; and that this supporting resolution and the originating correspondence be circulated to Prime Minister Mark Carney, Premier Doug Ford, Kevin Holland – Thunder Bay Atikokan, MPP Lise Vaugeois – Thunder Bay-Superior North, the Association of Municipalities of Ontario (AMO), and the Town of Parry Sound.

RESOLUTION 2025-093

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

BE IT RESOLVED THAT: the Corporation of the Township of Conmee Council supports the April 24th, 2025 correspondence from the Township of Champlain calling 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; and that this supporting resolution and originating correspondence be circulated to the Minister of Transportation of Ontario, the Minister of Municipal Affairs and Housing, Kevin Holland – Thunder Bay Atikokan, MPP Lise Vaugeois – Thunder Bay-Superior North, the Ontario Provincial Police, the Association of Municipalities in Ontario (AMO) and the Township of Champlain.

RESOLUTION 2025-094

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

BE IT RESOLVED THAT: the Corporation of the Township of Conmee Council supports the April 28th, 2025 correspondence from the City of Richmond Hill calling upon the Government of Ontario 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; and that this supporting resolution and originating correspondence be circulated to Premier Doug Ford, the Ontario Solicitor General, the Ontario Minister of Natural Resources and Forestry, Kevin Holland – Thunder Bay Atikokan, MPP Lise Vaugeois – Thunder Bay-Superior North, the Association of Municipalities in Ontario (AMO), and the City of Richmond Hill.

Handwritten initials: "JP" and "SM"

RESOLUTION 2025-095**Moved by: Councillor Maxwell****Seconded by: Councillor Kresack**

BE IT RESOLVED THAT: the Corporation of the Township of Conmee Council supports the April 29th, 2025 correspondence from the Township of Otonabee-South Monaghan calling upon the Government of Ontario to amend the Time Amendment Act 2020, to drop New York's contingency, effective immediately, and set permanent Standard Time (EST) from November 2, 2025; and that this supporting resolution and originating correspondence be circulated to Premier Doug Ford, Kevin Holland – Thunder Bay Atikokan, MPP Lise Vaugeois – Thunder Bay-Superior North, the Association of Municipalities in Ontario (AMO), and the Township of Otonabee-South Monaghan.

RESOLUTION 2025-096**Moved by: Councillor Maxwell****Seconded by: Councillor Kresack**

BE IT RESOLVED THAT: the Corporation of the Township of Conmee Council supports the May 5th, 2025 correspondence from the Corporation of the Town of Cobourg calling upon the Government of Ontario to increase Ontario Works rates to match the ODSP rate increases that have already been made and be indexed to inflation and commit to ongoing cost of living increases above and beyond the rate of inflation to make up for the years they were frozen; and that this supporting resolution and originating correspondence be circulated to Premier Doug Ford, Kevin Holland – Thunder Bay Atikokan, MPP Lise Vaugeois – Thunder Bay-Superior North, the Minister of Children, Community, and Social Services, the Minister of Health, the Minister of Municipal Affairs and Housing the Association of Municipalities in Ontario (AMO), and the Corporation of the Town of Cobourg.

12. UPCOMING MEETING DATES

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

13. CLOSED SESSION**RESOLUTION 2025-097****Moved by: Councillor Maxwell****Seconded by: Councillor Kresack**

BE IT RESOLVED THAT the time being 7:49 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 13.2, being the Closed Session minutes of the Council meeting held April 22nd, 2025; and, under the authority of paragraph 239(2)(b) and 239(2)(d) of the same legislation, in order to consider Item 13.3 and 13.4, and additional item 13.5 involving personal information about identifiable individuals and involving labour relations or employee negotiations.

CARRIED

Council stood down for a brief recess.

Council resumed in closed session at 7:55 p.m.

During closed session, the following procedural resolution was passed:

RESOLUTION 2025-098**Moved by: Councillor Kresack****Seconded by: Councillor Maxwell**

BE IT RESOLVED THAT, the time being 9:09 p.m., Council rise from closed session and report in open session.

CARRIED

Open session resumed.

14. REPORT FROM CLOSED SESSION

RESOLUTION 2025-099

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

BE IT RESOLVED THAT the Closed Minutes of the Regular Council Meeting held on April 22nd, 2025, be approved; AND, FURTHER, THAT Administration be authorized to proceed as directed in closed session.

CARRIED

15. CONFIRMING BY-LAW

By-law 2025-016

RESOLUTION 2025-100

Moved by: Councillor Kresack

Seconded by: Councillor Maxwell

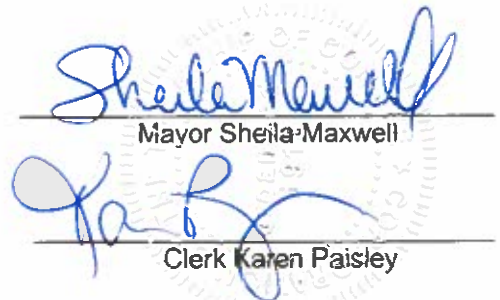
BE IT RESOLVED THAT By-law 2025-016 be passed;

AND, FURTHER, THAT the Mayor and Clerk be authorized on behalf of the Township of Conmee to affix their signatures to By-law No. 2025-016, 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 9:10 p.m.



Mayor Sheila Maxwell

Clerk Karen Paisley

SM