

**MINUTES - REGULAR COUNCIL MEETING**  
Tuesday March 24<sup>th</sup>, 2026 – 6:00 pm

PRESENT Mayor Sheila Maxwell  
Councillor Grant Arnold  
Councillor David Maxwell  
Councillor David Halvorsen

REGRETS Councillor Chris Kresack

ALSO PRESENT Karen Paisley, Clerk  
Leanne Maxwell, Treasurer  
Len Arps, Public Works Manager

PRESENT VIRTUALLY Olabisi Akinsanya-Hutka, HR Assistant

**1. CALL TO ORDER**

Mayor Maxwell called the meeting to order at 6:01 p.m.

**2. APPROVAL OF AGENDA**

Council added Items 13.2 (Liaison) and 13.3 (Security).

**RESOLUTION 2026-053**

**Moved by: Councillor Maxwell**

**Seconded by: Councillor Halvorsen**

BE IT RESOLVED THAT the agenda for the regular council meeting of March 24<sup>th</sup>, 2026, be approved as amended.

**CARRIED**

**3. DECLARATIONS OF PECUNIARY INTEREST**

None declared.

**4. TOWN HALL SEGMENT**

**4.1 TBDML Presentation**

Mayor Maxwell presented Councillor Arnold with a recognition gift in honour of 18 years of service on behalf of the Thunder Bay District Municipal League.

**5. DEPUTATIONS**

None scheduled for this meeting.

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

**6.1 Minutes – Regular Council Meeting – March 10<sup>th</sup>, 2026**

Council reviewed the minutes of the March 10<sup>th</sup>, 2026 Regular Council Meeting. No amendments were requested.

**RESOLUTION 2026 - 054**

**Moved by: Councillor Maxwell**

**Seconded by: Councillor Arnold**

BE IT RESOLVED THAT the minutes for the open session of the regular council meeting of March 10<sup>th</sup>, 2026, be approved as circulated.

**CARRIED**

AP SM

**7. DISBURSEMENT LIST**

**7.1. Payroll Report**

No report scheduled for this meeting.

**7.2. Payment Register**

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

**RESOLUTION 2026-055**

**Moved by: Councillor Halvorsen**

**Seconded by: Councillor Arnold**

BE IT RESOLVED THAT Council approve the disbursements represented by electronic bank payments and cheque numbers 7795 to 7818 totalling \$68,452.12.

**CARRIED**

**8. REPORTS FROM MUNICIPAL OFFICERS**

**8.1. Clerk's Report**

Council received the Clerk's verbal report. The Clerk advised that the NOHFC Deputy Clerk-Treasurer interim position has been posted on multiple employment platforms and will be included in the April newsletter.

The Clerk further advised that preliminary discussions were held with North Rock on March 18, 2026, regarding the potential future expansion of the Sovereign Road Landfill.

Council was also advised that the Township has registered to participate in the 2027 Provincial Emergency Exercise.

Correspondence from the Ministry of Natural Resources and Forestry and the Northwestern Ontario Municipal Association was provided for information.

**8.2. Treasurer's Report**

There was no report from the Treasurer.

**8.3. Public Works Report**

Council received the Public Works Manager's report respecting winter operations. The Public Works Manager advised that winter road maintenance activities are ongoing, including plowing, snowbank cutting, scarifying, and ditch management.

Council was advised of repeated maintenance required at the culvert located at the intersection of Holland Road and Maxwell Road due to redirected spring water from a private property. Discussions have taken place with the property owner regarding corrective measures, and future costs may be charged if the issue persists.

Updates were also provided on landfill operations, the hauling of winter sand as required, cleanup of blowdown debris, and recent repairs to municipal vehicles and equipment.

**8.4. Fire Chief's Report**

There was no report from the Fire Chief.

HR Assistant joined the meeting at 6:30 p.m.

HP SM

8.5. Council Member Reports

Mayor Maxwell reported on attendance at the Lakehead Rural Municipal Coalition meeting held on March 17, 2026, where regional matters were discussed, including school transportation issues and coordinated municipal advocacy.

Mayor Maxwell further reported on attendance at a Social Committee meeting held on March 18, 2026, where preparations for upcoming community events were discussed, including the Easter Brunch scheduled for March 28, 2026.

She also reported on participation in budget review meetings held on March 19, 2026.

Council held preliminary discussions regarding the potential introduction of designated "treasure days" as a community reuse and waste diversion initiative.

Councillor Arnold reported on attendance at the Thunder Bay District Health Unit Board of Health meeting held on March 18, 2026.

Councillor Arnold further advised of an upcoming Lakehead Regional Conservation Authority meeting scheduled for March 26, 2026, and informed Council that the name change of the Lakehead Regional Conservation Authority to the Northwestern Ontario Regional Conservation Authority is expected to be confirmed.

Councillor Halvorsen reported on participation in budget review meetings held March 19, 2026. Councillor Halvorsen further advised of upcoming meetings of the Lakehead Regional Planning Board and the Police Services Board and noted that discussions were held with the OPP Detachment Commander regarding liaison matters, to be addressed during closed session.

Councillor Maxwell reported on participation in budget review meetings held March 19, 2026. Councillor Maxwell also noted observations related to landfill usage and waste separation practices.

8.6. Other Agencies' Reports

Council reviewed correspondence and reports received from other agencies as listed in the Clerk's Report.

During discussion of correspondence from the Lakehead Public School Board respecting proposed changes to school board governance, Council expressed support for the retention of elected trustees and maintaining local representation in public education.

**RESOLUTION 2026-056**

**Moved by: Councillor Halvorsen**

**Seconded by: Councillor Arnold**

BE IT RESOLVED THAT Council authorize a Letter of Support be sent to the Lakehead Public School Board respecting the retention of elected trustees and proposed changes to school board governance, with copies forwarded to appropriate provincial and regional stakeholders.

**CARRIED**

**RESOLUTION 2026-057**

**Moved by: Councillor Arnold**

**Seconded by: Councillor Halvorsen**

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

**CARRIED**

AP SM

**9. NEW BUSINESS**

**9.1 Hume Road Landfill – Requirement for Updated Closure Plan**

Council considered a report regarding the requirement to prepare and submit an updated Closure Plan in order to formally close the former Hume Road Landfill under current provincial standards.

**RESOLUTION 2026-058**

**Moved by: Councillor Maxwell**

**Seconded by: Councillor Arnold**

BE IT RESOLVED THAT Council authorize the Clerk to obtain proposals from qualified environmental consultants to prepare an updated Closure Plan for the Hume Road Landfill addressing the requirements of the Ministry of the Environment, Conservation and Parks, and that staff report back to Council with a recommended consultant.

**CARRIED**

**9.2 Greenmantle/A & A Timber Hauling Permit**

Council considered the hauling permit application and discussed road conditions, half-load restrictions, and permit wording.

**RESOLUTION 2026-059**

**Moved by: Councillor Maxwell**

**Seconded by: Councillor Halvorsen**

BE IT RESOLVED THAT consideration of the Greenmantle / A & A Timber hauling permit be tabled pending revisions to the permit conditions, and that a special Council meeting be scheduled to consider the revised permit.

**CARRIED**

Public Works Manager left the meeting at 7:11 p.m.

**9.3 Royal Canadian Legion – 100th Anniversary Proclamation Request**

Council considered a report regarding a request from the Royal Canadian Legion, Kakabeka Falls Branch #225, for a proclamation recognizing the Legion's 100th anniversary.

**RESOLUTION 2026-060**

**Moved by: Councillor Maxwell**

**Seconded by: Councillor Halvorsen**

BE IT RESOLVED THAT Council approve the Royal Canadian Legion 100th Anniversary Proclamation; AND FURTHER THAT the Mayor be authorized to sign the proclamation on behalf of the Township of Conmee.

**CARRIED**

**9.4 Lakehead Rural Planning Board – Minor Variance Application 1A/01/26**

Council considered a report and correspondence from the Lakehead Rural Planning Board respecting Minor Variance Application 1A/01/26.

gm  
kp

**RESOLUTION 2026-061**

**Moved by: Councillor Maxwell**

**Seconded by: Councillor Halvorsen**

BE IT RESOLVED THAT Council advise the Lakehead Rural Planning Board that there is no objection to Minor Variance Application 1A/01/26.

**CARRIED**

**10. BY-LAWS**

There were no bylaws scheduled for this meeting.

**11. CORRESPONDENCE**

11.1-1 City of Ottawa – Restricting Public Consumption of Illegal Substances

Council received this resolution for information.

11.1-2 Town of Whitby – Review of the Provincial-Municipal Fiscal Framework

Council received this resolution for information.

**RESOLUTION 2026-062**

**Moved by: Councillor Arnold**

**Seconded by: Councillor Maxwell**

BE IT RESOLVED THAT Council receive the resolutions presented as listed in Section 11 of this evening's agenda.

**CARRIED**

**12. UPCOMING MEETING DATES**

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

**13. CLOSED SESSION**

**RESOLUTION 2026-063**

**Moved by: Councillor Halvorsen**

**Seconded by: Councillor Maxwell**

BE IT RESOLVED THAT, at 7:33 p.m., Council move into Closed Session pursuant to Section 239 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, to consider Item 13.1, being the Closed Session minutes of the Council meeting held March 10<sup>th</sup>, 2026, under the same authority as the original meeting; Item 13.2, involving personal matters about identifiable individuals under paragraph 239(2)(b); Item 13.3 involving security of the property of the municipality under paragraph 239(2)(a).

**CARRIED**

During closed session, the following procedural resolution was passed:

**RESOLUTION 2026-064**

**Moved by: Councillor Maxwell**

**Seconded by: Councillor Halvorsen**

BE IT RESOLVED THAT, the time being 8:25 p.m., Council rise from closed session and report in open session.

**CARRIED**



Open session resumed.

**14. REPORT FROM CLOSED SESSION**

**RESOLUTION 2026-065**

**Moved by: Councillor Halvorsen**

**Seconded by: Councillor Arnold**

BE IT RESOLVED THAT the Closed Minutes of the Regular Council Meeting held on March 10<sup>th</sup>, 2026, be approved; AND FURTHER, THAT Administration be authorized to proceed as directed during Closed Session.

**CARRIED**

**15. CONFIRMING BY-LAW**

By-law 2026-007

**RESOLUTION 2026-066**

**Moved by: Councillor Maxwell**

**Seconded by: Councillor Halvorsen**

BE IT RESOLVED THAT By-law 2026-007 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. 2026-007, 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 8:27 p.m.



Mayor Sheila Maxwell



Clerk Karen Paisley