

**MINUTES - REGULAR COUNCIL MEETING**  
Tuesday April 14<sup>th</sup>, 2026 – 6:00 pm

PRESENT Mayor Sheila Maxwell  
Councillor Grant Arnold  
Councillor Chris Kresack

PRESENT VIRTUALLY Councillor David Maxwell  
Councillor David Halvorsen

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

PRESENT VIRTUALLY Olabisi Akinsanya-Hutka, HR Assistant

**1. CALL TO ORDER**

Mayor Maxwell called the meeting to order at 6:05 p.m.

**2. APPROVAL OF AGENDA**

No amendments requested.

**RESOLUTION 2026–067**

**Moved by: Councillor Kresack**

**Seconded by: Councillor Arnold**

BE IT RESOLVED THAT the agenda for the regular council meeting of April 14<sup>th</sup>, 2026, be approved.

**CARRIED**

**3. DECLARATIONS OF PECUNIARY INTEREST**

None declared.

**4. TOWN HALL SEGMENT**

No members of the public were present.

**5. DEPUTATIONS**

None scheduled for this meeting.

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

**6.1 Minutes – Regular Council Meeting – March 24<sup>th</sup>, 2026**

Council reviewed the minutes of the March 24<sup>th</sup>, 2026 Regular Council Meeting. No amendments were requested.

**RESOLUTION 2026 - 068**

**Moved by: Councillor Kresack**

**Seconded by: Councillor Halvorsen**

BE IT RESOLVED THAT the minutes for the open session of the regular council meeting of March 24<sup>th</sup>, 2026, be approved as circulated.

**CARRIED**

SM  
HD

6.2 Minutes – Special Council Meeting – March 28<sup>th</sup>, 2026

Council reviewed the minutes of the March 28<sup>th</sup>, 2026 Special Council Meeting. No amendments were requested.

**RESOLUTION 2026 - 069**

**Moved by: Councillor Kresack**

**Seconded by: Councillor Arnold**

BE IT RESOLVED THAT the minutes for the open session of the special council meeting of March 28<sup>th</sup>, 2026, be approved as circulated.

**CARRIED**

**7. DISBURSEMENT LIST**

**7.1. Payroll Report**

There were no questions for the Treasurer.

**7.2. Payment Register**

Council reviewed the payment register, including electronic bank payments and cheque disbursements. The Treasurer responded to questions related to recent equipment maintenance.

**RESOLUTION 2026-070**

**Moved by: Councillor Kresack**

**Seconded by: Councillor Arnold**

BE IT RESOLVED THAT Council approve the disbursements represented by electronic bank payments and cheque numbers 7819 to 7837 totalling \$119,883.53.

**CARRIED**

**8. REPORTS FROM MUNICIPAL OFFICERS**

**8.1. Clerk's Report**

Council received the Clerk's Report. The Clerk advised Council of a proposed Ministry of Transportation regulation respecting the harmonization of municipal road construction standards across Ontario, noting that implementation is proposed to begin in 2027 with no immediate compliance requirements. Council was also advised of approval for two Canada Summer Jobs 2026 funded positions, recent water system maintenance at the municipal complex, the rescheduling of a Ministry of Transportation highway safety meeting to April 21, 2026, work underway to update the Hume Road landfill closure plan, repairs required to the skating rink security camera system, and correspondence received regarding property assessments and wildfire management regulations.

**8.2. Treasurer's Report**

Council received the Treasurer's Report. The Treasurer reported on the recent purchase and testing of a Square reader to support card payments at municipal events, receipt of pothole grant funding, upcoming payments related to the playground portable washroom, and the annual audit currently underway.

SM  
AR

### 8.3. Public Works Report

There was no report from the Public Works Manager.

### 8.4. Fire Chief's Report

Council received the Fire Chief's Report. The Fire Chief reported on recent call activity, ongoing firefighter training, equipment purchases funded through the Fire Prevention Grant, water supply challenges, and preliminary discussions with neighbouring municipalities regarding shared fire services.

Chief Day left the meeting at 6:47 p.m.

### 8.5. Council Member Reports

Mayor Maxwell reported that she was scheduled to attend an asset retirement information meeting on April 1, 2026, but was unable to attend. She advised that Councillor Maxwell attended the meeting on her behalf. Mayor Maxwell further reported that the previously scheduled Ministry of Transportation meeting had been cancelled and rescheduled to April 21, 2026, and that she intends to participate. She noted that there were no additional matters to report at this time.

Councillor Arnold raised concerns regarding drainage and water flow on the hill near his residence, noting that temporary trenches had been created in the roadway to divert runoff following recent snowmelt. He advised that his driveway culvert had frozen once already and could freeze again depending on weather conditions and requested that the Roads Department be made aware. Councillor Arnold commented that recent pothole repairs appeared to be performing well. He noted that April 14 is National Holocaust Remembrance Day and Anti-Racism Day and encouraged reflection on both. Councillor Arnold advised of upcoming meetings with the Thunder Bay District Health Unit and the Lakehead Region Conservation Authority spring melt briefing. He further reported that he may have a scheduling conflict with the Ministry of Transportation meeting scheduled for April 21, 2026. Councillor Arnold confirmed his intention to attend NOMA Conference scheduled for April 22 to 24, 2026, and advised that he has attended Lakehead Region Conservation Authority meetings since the last Council meeting.

Councillor Kresack reported that there was limited activity to report, noting that the Food Bank meeting scheduled for the month had been cancelled. He advised that he had also missed some recent meetings due to personal matters.

Councillor Halvorsen reported attending the Lakehead Regional Planning Board meeting held on April 2, 2026, as well as the Special Council Meeting on March 28, 2026. He advised that he would be attending the Police Services Board meeting on April 16, 2026, and noted that Police Services Boards across Ontario are now being referred to collectively as Police Governance Boards of Ontario.

Councillor Maxwell reported attending the asset retirement meeting held on April 1, 2026. He advised that aside from his attendance at the current Council meeting, there were no additional matters to report.

AM  
HP

HR Assistant joined the meeting at 7:00 p.m.

**8.6. Other Agencies' Reports**

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

**RESOLUTION 2026-071**

**Moved by: Councillor Kresack**

**Seconded by: Councillor Halvorsen**

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

**CARRIED**

**9. NEW BUSINESS**

**9.1 Winter Road Maintenance – Council Direction on Start Times**

Council discussed winter road maintenance start times, particularly in relation to school bus safety. Council directed administration to review operational practices, collective agreement provisions, and historical practices, with further discussion to occur during Closed Session.

**9.2 Ratification of Interim Fire Apparatus Purchase – 2004 Freightliner Pumper Truck**

Council considered a report respecting the ratification of an interim fire apparatus purchased in June 2025.

**RESOLUTION 2026-072**

**Moved by: Councillor Arnold**

**Seconded by: Councillor Maxwell**

BE IT RESOLVED THAT Council ratify the purchase of the 2004 Freightliner Pumper Truck previously acquired as an interim fire apparatus to maintain emergency fire protection services, confirming that the purchase fulfills Council's original intent under Resolution 2025-112.

**CARRIED**

**9.3 Community Reuse Initiative – "Treasure Days"**

Council supported the concept of a community reuse initiative referred to as "Treasure Days," to be coordinated by the Social Committee with minimal municipal involvement and operated on a pilot basis during the summer months.

**9.4 Community Centre Table Handling**

Council discussed concerns related to handling and storage of tables at the Community Centre. Council directed that the Facilities Manager coordinate table set-up and take-down arrangements, particularly for Food Bank use, to protect municipal property and address safety concerns.

**9.5 Elections Recount Policy**

Council considered the proposed Elections Recount Policy.

**RESOLUTION 2026-073**

**Moved by: Councillor Kresack**

**Seconded by: Councillor Maxwell**

*SM*  
*HP*

BE IT RESOLVED THAT Council of the Corporation of the Township of Conmee hereby adopts the Elections Recount Policy (2026) to govern the conduct of election recounts for the 2026 municipal election and future municipal elections, as presented.

**CARRIED**

**10. BY-LAWS**

10.1 "Lame Duck" Delegation By-law 2026-09

Council considered the "Lame Duck" Delegation By-law.

**RESOLUTION 2026-074**

**Moved by: Councillor Arnold**

**Seconded by: Councillor Halvorsen**

BE IT RESOLVED THAT the "Lame Duck" Delegation By-law 2026-09 be enacted, delegating limited authority to the Clerk during any restricted period in accordance with the Municipal Act, 2001.

**CARRIED**

**11. CORRESPONDENCE**

There was no correspondence scheduled for this meeting.

**12. UPCOMING MEETING DATES**

Council reviewed the list of upcoming meeting dates. No changes were proposed.

**13. CLOSED SESSION**

**RESOLUTION 2026-075**

**Moved by: Councillor Kresack**

**Seconded by: Councillor Arnold**

BE IT RESOLVED THAT, at 7:52 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 24<sup>th</sup>, 2026 under the same authority as the original meeting; under paragraph 239(2)(d) of the same legislation, to consider Item 13.2, involving labour relations or employee negotiations; and under section 239(2)(b) of the same legislation, to consider Item 13.3 involving personal matters about identifiable individuals.

**CARRIED**

During closed session, the following procedural resolution was passed:

**RESOLUTION 2026-076**

**Moved by: Councillor Kresack**

**Seconded by: Councillor Arnold**

BE IT RESOLVED THAT, the time being 9:42 p.m., Council rise from closed session and report in open session.

**CARRIED**

Open session resumed.

*SM  
RP*

**14. REPORT FROM CLOSED SESSION**

**RESOLUTION 2026-077**

**Moved by: Councillor Arnold**

**Seconded by: Councillor Halvorsen**

BE IT RESOLVED THAT the Closed Minutes of the Regular Council Meeting held on March 24<sup>th</sup>, 2026, be approved; AND FURTHER, THAT Administration be authorized to proceed as directed during Closed Session.

**CARRIED**

HR Assistant left the meeting at 9:42 p.m.

**15. CONFIRMING BY-LAW**

By-law 2026-010

**RESOLUTION 2026-078**

**Moved by: Councillor Kresack**

**Seconded by: Councillor Maxwell**

BE IT RESOLVED THAT By-law 2026-010 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. 2026-010, 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 9:44 p.m.



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Mayor Sheila Maxwell



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Clerk Karen Paisley

