

MINUTES - REGULAR COUNCIL MEETING
Tuesday March 10th, 2026 – 6:00 pm

PRESENT Mayor Sheila Maxwell
Councillor Grant Arnold
Councillor David Maxwell

REGRETS Councillor David Halvorsen
Councillor Chris Kresack

ALSO PRESENT Karen Paisley, Clerk
Robb Day, Fire Chief

PRESENT VIRTUALLY Leanne Maxwell, Treasurer
Olabisi Akinsanya-Hutka, HR Assistant

1. CALL TO ORDER

Mayor Maxwell called the meeting to order at 6:06 p.m.

2. APPROVAL OF AGENDA

Council added Item 13.3 – Public Works

RESOLUTION 2026–041

Moved by: Councillor Arnold

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT the agenda for the regular council meeting of March 10th, 2026, be approved as amended.

CARRIED

3. DECLARATIONS OF PECUNIARY INTEREST

None declared.

4. TOWN HALL SEGMENT

No members of the public registered to speak.

5. DEPUTATIONS

None scheduled for this meeting.

6. MINUTES OF PREVIOUS MEETING(S)

6.1 Minutes – Regular Council Meeting – February 24th, 2026

Council reviewed the minutes of the February 24th, 2026 Regular Council Meeting. No amendments were requested.

RESOLUTION 2026 - 042

Moved by: Councillor Maxwell

Seconded by: Councillor Arnold

BE IT RESOLVED THAT the minutes for the open session of the regular council meeting of February 24th, 2026, be approved as circulated.

CARRIED

Handwritten initials: KP and SM

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, including electronic bank payments and cheque disbursements. There were no questions for the Treasurer.

RESOLUTION 2026-043

Moved by: Councillor Maxwell

Seconded by: Councillor Arnold

BE IT RESOLVED THAT Council approve the disbursements represented by electronic bank payments and cheque numbers 7777 to 7794 totalling \$40,070.24.

CARRIED

8. REPORTS FROM MUNICIPAL OFFICERS

8.1. Clerk's Report

The Clerk reported on matters relating to the 2026 municipal election, noting that the statutory deadline to place a question on the ballot had passed and the question regarding electronic voting cannot proceed. She reported that she will be attending the Impact Assessment 101 webinar on March 31, 2026, and that administration will also attend the Teeny Tiny Summit on the same date.

The Clerk further reported that she has contacted the Ministry of Transportation to request a follow-up meeting regarding Highway 11/17 safety concerns raised at ROMA. She advised that North Rock Environmental has renewed its review of MECP's previous comments on the landfill expansion and will provide updated advice once available.

The Clerk also reported on the provincial announcement regarding conservation authority restructuring, confirming that the Lakehead Regional Conservation Authority (LRCA) will remain a standalone authority within a Northwest regional framework, and conveyed appreciation from the LRCA's CAO for Council's support.

8.2. Treasurer's Report

The Treasurer reported that she is seeking availability from Council to schedule the Budget Committee meeting and proposed March 19, 2026, as a potential date subject to confirmation from all members.

8.3. Public Works Report

The Public Works Supervisor had no report for this meeting.

8.4. Fire Chief's Report

Council deferred discussion of item 8.4 until the Fire Chief arrived for the meeting.

8.5. Council Member Reports

Mayor Maxwell reported that the Facilities Manager created a new online hall-rental form to streamline bookings and capture setup details, such as tables, kitchen use, and other requirements. She noted that the link had been shared with Council for awareness. The Mayor further reported on the upcoming Easter Brunch event, confirming it is scheduled for March 28,

KP SM

2026, that advertising has been posted to the website, as a poster at the front-desk, and Facebook. Pricing was adjusted to reflect current food costs, and the Easter Bunny will attend. She noted that volunteers from the Social Committee and Fire Department may be assisting.

Councillor Arnold reported that the upcoming Board of Health meeting is expected next week, pending staffing confirmations. He also reported that the next LRCA meeting will take place on March 26, 2026, and that he has registered for several municipal training and leadership webinars at the end of March. He further reported on the regional science fair schedule and highlighted potential local participation. He also raised follow-up questions regarding MECF soil-approval standards in earlier landfill correspondence.

Councillor Maxwell reported on the recent power outage at the municipal office, confirming that the Public Works Manager and he restored the generator to proper operation and returned it to automatic mode. He further reported on the Thunder Bay District Municipal League (TBDML) meetings, including discussions related to incorporation and grant eligibility. He also reported receiving accessibility-funding information, which has been forwarded to the Treasurer for review.

8.6. Other Agencies' Reports

Council reviewed the other agency materials provided for information under this section.

HR Assistant joined the meeting at 6:47 p.m.

Treasurer left the meeting at 6:47 p.m.

9. NEW BUSINESS

9.1 Flag Policy Revision

Council reviewed the Clerk's report and the amended Flag Policy. Council were satisfied with the revisions and approved the updated Flag Policy.

RESOLUTION 2026-044

Moved by: Councillor Arnold

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT Council approve the revised Flag Policy 2026-002.

CARRIED

9.2 Governance Role Clarity and Delegation Framework

Council reviewed the Clerk's report and delegation of powers and duties by-law. Council received the report for information and deferred scheduling a governance education session to when new Council members are elected during the 2026 Municipal Election.

RESOLUTION 2026-045

Moved by: Councillor Arnold

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT Council receive the Clerk's report and Delegation of Powers By-law 1379 and recommend the Clerk bring back a governance education session for newly elected Council after the October 2026 election.

CARRIED

RP SM

The Fire Chief joined the meeting at 7:01 p.m.

10. BY-LAWS

Bylaw 2026-005 – Fire Department Enabling Bylaw

Council considered By-law 2026-005, being a by-law to establish and govern the Fire Department. The Clerk reported that the by-law had been reviewed by the municipal solicitor and the Fire Chief and revised accordingly. Council passed the by-law as presented.

RESOLUTION 2026-046

Moved by: Councillor Arnold

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT By-law 2026-005, being a bylaw to establish and govern the Fire Department, be read a first, second, and third time and finally passed.

CARRIED

8.4 Fire Chief's Report – Deferred Item

The Fire Chief reported that the department responded to several calls since the previous meeting, including one fire-related incident. He advised that weekly training has resumed. He reported that one member has left the department, and that two new applicants are currently progressing through the recruitment process, including required medical and background checks.

The Fire Chief further reported on equipment matters, noting that several sets of turnout gear are approaching expiry. He advised that the remaining balance of the Fire Protection Grant will be used to purchase replacement gear, with additional replacements anticipated over the next one to two years. He confirmed that the drying cabinet purchased through the grant has been installed.

He also reported that pump testing and related repairs are scheduled to be completed by Canada Fire Trucks in May. The Fire Chief advised that he attended the Warrior Health mental-health session hosted in Conmee and the Lakehead Region Mutual Aid Committee meeting, and that he continues to review departmental structure as part of ongoing emergency planning work.

RESOLUTION 2026-047

Moved by: Councillor Arnold

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT Council receive the reports presented as listed in Section 8 of this evening's agenda and that Administration be authorized to proceed as directed.

CARRIED

The Fire Chief left the meeting at 7:21 p.m.

11. CORRESPONDENCE

11.1-1 Township of Bracebridge – Elect Respect campaign

Council received this resolution for information and recommend the campaign be reviewed by newly elected Council after the October 2026 election.

11.1-2 City of Brantford – Reform of the Ontario Sex Offender Registry

Council directed the Clerk to provide a letter of support to the City of Brantford.

KD JM

11.1-3 Township of Perry – Resolution to protect reduced postal rates for library materials
Council received this resolution for information.

11.1-4 Town of McNab/Braeside – Resolution to advocate for improvements to the Provincial Heritage Grant program.
Council received this resolution for information.

RESOLUTION 2026-048

Moved by: Councillor Maxwell

Seconded by: Councillor Arnold

BE IT RESOLVED THAT Council receive the resolutions presented as listed in Section 11 of this evening's agenda and that Administration be authorized to proceed as directed.

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 2026-049

Moved by: Councillor Arnold

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT, at 7:29 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 February 24th, 2026, under the same authority as the original meeting; and Item 13.2 and added Item 13.3 involving personal matters about identifiable individuals and involving labour relations or employee negotiations under paragraph 239(2)(b) and 239(2)(d).

CARRIED

During closed session, the following procedural resolution was passed:

RESOLUTION 2026-050

Moved by: Councillor Maxwell

Seconded by: Councillor Arnold

BE IT RESOLVED THAT, the time being 8:08 p.m., Council rise from closed session and report in open session.

CARRIED

Open session resumed.

HR Assistant left the meeting at 8:09 p.m.

KP JM

14. REPORT FROM CLOSED SESSION

RESOLUTION 2026-051

Moved by: Councillor Arnold

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT the Closed Minutes of the Regular Council Meeting held on February 24th, 2026, be approved; AND FURTHER, THAT Administration be authorized to proceed as directed in closed session.

CARRIED

15. CONFIRMING BY-LAW

By-law 2026-006

RESOLUTION 2026-052

Moved by: Councillor Maxwell

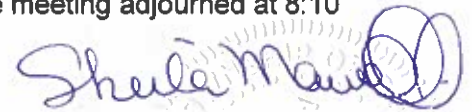
Seconded by: Councillor Arnold

BE IT RESOLVED THAT By-law 2026-006 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. 2026-006, being a By-law to confirm the proceedings of this evening's meeting.

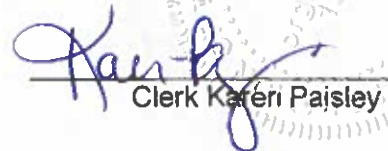
CARRIED

16. ADJOURNMENT

There being no further business to attend to, the Mayor declared the meeting adjourned at 8:10 p.m.



Mayor Sheila Maxwell



Clerk Kateri Paisley