



MINUTES - REGULAR COUNCIL MEETING  
April 11th, 2023 – 6:00 pm

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

ALSO PRESENT: Shara Lavalley, CAO/Clerk

REGRETS: Councillor Chris Kresack

1. CALL TO ORDER

The meeting was called to order at 6:02 p.m.

2. APPROVAL OF AGENDA

**RESOLUTION NO 2023-079**

**Moved by: Councillor Maxwell**

**Seconded by: Councillor Halvorsen**

BE IT RESOLVED THAT the agenda for the regular council meeting of April 11th 2023  
be approved

**CARRIED**

3. DECLARATIONS OF PECUNIARY INTEREST

None

4. DEPUTATIONS

None

Mayor \_\_\_\_\_  
Clerk \_\_\_\_\_

5. MINUTES OF PREVIOUS MEETING(S)

- 5.1. Minutes – Regular Council Meeting – March 28th 2023

**RESOLUTION NO 2023-080**

**Moved by: Councillor Arnold**

**Seconded by: Councillor Halvorsen**

BE IT RESOLVED that the Minutes of the Regular Council Meeting held on March 28th 2023 be approved

**CARRIED**

6. DISBURSEMENT LIST

- 6.1 Payroll Report

Council reviewed the report and provided some feedback on ways the report could be easier to understand.

7. REPORTS FROM MUNICIPAL OFFICERS

- 7.1. Clerk's Report

The Clerk provided a summary of the administrative activities and the various reports submitted. Upcoming training and leave dates were also provided to Council.

- 7.2. Councillor Reports

Mayor Maxwell assisted with the recent Aging & Health Seminar series. She attend meetings held by the Conmee Non-Profit Housing Committee and the Social Committee. The Mayor also assisted with the Easter Brunch hosted by the Social Committee.

Councillor Arnold attended the monthly LRCA meeting and a Economic Development Seminar hosted by the Ministry of Agriculture.

Councillor Halvorsen was scheduled to attend a LRPB meeting that week.

Councillor Maxwell assisted with the Easter Brunch.

- 7.3. Other agencies report  
Received for information

Mayor \_\_\_\_\_  
Clerk \_\_\_\_\_

8 NEW BUSINESS

- 8.1. "Operation of Municipal Office" policy

**RESOLUTION NO 2023-081**

**Moved by: Councillor Halvorsen**

**Seconded by: Councillor Maxwell**

BE IT RESOLVED that the Council for the Township of Conmee approved the "Operation of Municipal Office" Policy, as amended

**CARRIED**

- 8.2. 2023 Draft Budget  
Council reviewed the draft budget. Council requested that the next draft budget provide the balances and purposes for the reserve funds. The public works department budget shall be adjusted to reflect the new intern position which is funded by the NOHFC.

9 BY-LAWS

none

10 CORRESPONDENCE

- 10.1 LRCA – spring webinar

**RESOLUTION NO 2023-082**

**Moved by: Councillor Arnold**

**Seconded by: Councillor Halvorsen**

BE IT RESOLVED that the Township of Conmee approves the attendance of Councillor Maxwell and Councillor Halvorsen for the LRCA spring webinar scheduled on April 14<sup>th</sup> 2023

**CARRIED**

Mayor \_\_\_\_\_  
Clerk \_\_\_\_\_

- 10.2 Town of Essex – letter to MMAH regarding reinstatement of legislation permitting a municipality to retain surplus processed from tax sales

**RESOLUTION NO 2023-083**

**Moved by: Councillor Arnold**

**Seconded by: Councillor Maxwell**

BE IT RESOLVED that the Township of Conmee supports the resolution passed by the Town of Essex regarding “reinstatement of legislation permitting a municipality to retain surplus processed from tax sales”

AND THAT this resolution be forwarded to the Town of Essex, the Ministry of Municipal Affairs, the Ministry of Finance, MPP Kevin Holland (Thunder Bay – Atikokan), and Association of Municipalities of Ontario

**CARRIED**

- 10.3 Other Correspondence  
Received for information

**11 UPCOMING MEETING DATES**

<b>APRIL 24, 2023</b>	<b>OPEN HOUSE – OFFICIAL PLAN (FOTENN)</b>
April 25 <sup>th</sup> , 2023	Regular Council Meeting
May 9 <sup>th</sup> , 2023	Regular Council Meeting
May 23 <sup>rd</sup> , 2023	Regular Council Meeting

**12 CLOSED SESSION**

**RESOLUTION NO 2023-084**

**Moved by: Councillor Halvorsen**

**Seconded by: Councillor Arnold**

BE IT RESOLVED THAT, the time being 7:12 p.m., Council resolve into closed session, under the authority of paragraph 239(2)(b) and (d) of the Municipal Act, 2001 to discuss Item 12.2-12.4 regarding identifiable individuals and labour relations;

And under the authority of those paragraphs of the Municipal Act, 2001 for which they were authorized to be closed, to review the minutes of the closed session of the meeting of March 28<sup>th</sup> 2023

**CARRIED**

Mayor \_\_\_\_\_  
Clerk \_\_\_\_\_

- 12.1 Closed Minutes – Mar 28th 2023
- 12.2 Human Resources
- 12.3 Human Resources
- 12.4 Insurance

**RESOLUTION NO 2023-085**

**Moved by: Councillor Maxwell**

**Seconded by: Councillor Halvorsen**

BE IT RESOLVED THAT, the time being 8:54 p.m., Council rise from closed session and report in open session

AND THAT the Closed Minutes of the Regular Council Meeting held on Mar 28th 2023 be approved

AND THAT administration proceed as directed

**CARRIED**

**13 CONFIRMING BY-LAW**

- 13.1 By-law 1388 – To Confirm the Proceedings of the Meeting

**RESOLUTION NO 2023-086**

**Moved by: Councillor Arnold**

**Seconded by: Councillor Halvorsen**

BE IT RESOLVED THAT By-law 1388 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. 1388, being a By-law to confirm the proceedings of this evening's meeting.

**CARRIED**

**14 ADJOURNMENT**

The meeting is adjourned at 8:55 p.m.

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Mayor Sheila Maxwell

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Clerk Shara Lavallee