



MINUTES - REGULAR COUNCIL MEETING
March 14th, 2023 – 6:00 pm

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

ALSO PRESENT: Shara Lavalley, CAO/Clerk
Nadia Kukkee, Treasurer
Jason Fleck, Fire Chief
Len Arps, Public Works Manager

GUESTS: Lance Wakewich, BlueFox Communications
Pascal Fraser, Action Group Inc.
Lori Holland, Member, Conmee Non-Profit Housing Corporation
Rosalie Evans, Chair, Conmee Non-Profit Housing Corporation
Kevin Holland, Former Chair, Conmee Non-Profit Housing Corporation

Regrets: Councillor Chris Kresack

1. CALL TO ORDER

The meeting was called to order at 7:04 p.m.

2. APPROVAL OF AGENDA

The Clerk had one addition:
Item 10.4 Thunder Bay Vet Services

And two changes:
Items 8.2 and 10.6 were not from the Conmee Non-Profit Housing Corporation but should be "Township of Conmee – CMHC Rapid Housing Application"

RESOLUTION NO 2023-052

Moved by: Councillor Halvorsen

Seconded by: Councillor Arnold

BE IT RESOLVED THAT the agenda for the regular council meeting of March 14th 2023 be approved

CARRIED

3. DECLARATIONS OF PECUNIARY INTEREST

None

4. DEPUTATIONS

none

5. MINUTES OF PREVIOUS MEETING(S)

5.1. Minutes – Joint Council Meeting –February 23rd 2023

RESOLUTION NO 2023-053

Moved by: Councillor Maxwell

Seconded by: Councillor Arnold

BE IT RESOLVED that the Minutes of the Joint Council Meeting held on Feb 23rd 2023 be approved

CARRIED

5.2. Minutes - Special Council Meeting – February 24th 2023

RESOLUTION NO 2023-054

Moved by: Councillor Halvorsen

Seconded by: Councillor Maxwell

BE IT RESOLVED that the Minutes of the Special Council Meeting held on Feb 24th 2023 be approved

CARRIED

5.3. Minutes – Regular Council Meeting – February 28th 2023

RESOLUTION NO 2023-055

Moved by: Councillor Halvorsen

Seconded by: Councillor Arnold

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

CARRIED

6. DISBURSEMENT LIST

6.1 Payroll Report

6.2 Payment Register

RESOLUTION NO 2023-056

Moved by: Councillor Halvorsen

Seconded by: Councillor Maxwell

BE IT RESOLVED that Council approve the disbursements represented by Check Numbers 6157 through 6185, totalling \$108,372.21

CARRIED

7. REPORTS FROM MUNICIPAL OFFICERS

7.1. Clerk's Report

The WSIB work safety project has been submitted before its deadline. The Deputy Clerk-Treasurer (aka Health & Safety Representative) was commended for all the hard work she did to meet the deadline.

An invitation has extended to anyone from the municipality to be involved in a funding announcement with MPP Holland on Friday, April 14th beginning at 9:00am at the Evergreen Pharmacy in Kakabeka Falls. MPP Holland will be recognizing the \$35,000 that was awarded to the Township of Conmee through the Northern Ontario Heritage Fund Corporation (NOHFC). The Township is also invited to provide a quote for a media release that will be distributed on the day. Office needs to confirm attendance and send along the quote by the end of the day Thursday, March 30th.

The Clerk and the Mayor had an evening meeting with two residents about the proposed development on Hume Rd E. Their questions were answered; their concerns alleviated.

The recent internet & phone issues were caused by insufficient bandwidth. Tbaytel installed a second DSL internet line at no extra cost. Our Tbaytel rep believes that that fiber will install at our office in 2024. Fibre expansion is expected to be completed in Conmee by 2025.

7.2. Treasurer's Report

The auditors have done initial fieldwork and systems documentation. The audit is currently scheduled for the week of March 27th and April 4th to allow for two weeks of audit work instead of one.

7.3. Public Works Report

The Public Works Manager provided a summary of activities including recent preparations for the upcoming Spring 2023 melt. The wing on the plow was fixed. Snow banks are being cut down to keep water off the road.

7.4. Fire Chief's Report

In the last month, there were 4 emergency response call and zero fire response calls. Fire inspections for local businesses has started. A reminder was made that burn permits are required on April 1st 2023. Various VFD members have been signed up for training.

7.5. Councillor Reports

Mayor Maxwell attended meetings for the Budget Committee, the Social Committee, and CNHPC. She had meetings with residents and with staff. She also attended some of the seminar sessions that are being held.

Councillor Halvorsen was unable to attend the monthly LRPB meeting.

Councillor Maxwell attended Budget Committee meetings. Also, as Roads Liaison, he participated in the selection and interview process for the new Junior Machine Operator Intern position.

7.6. Other agencies report

Received for information

8 NEW BUSINESS

8.1. CUPE 87

8.1a Letter of Understanding

For council's information: the new Union Agreement had inadvertently deleted most of the wording regarding sick leave payout. The removal was not something agreed to in the Memo of Understanding (MOU) signed by the parties. The Union had the responsibility to type the new 2021-2025 contract; they acknowledged that the error was on their end. The Letter of Understanding (LOU) was signed to correct the error.

8.2 Township of Conmee – CMHC Rapid Housing Application

At a special meeting on February 24th, 2023, Council approved applying to the Canada Mortgage and Housing Corporation ("CMHC") for funding to construct two apartment buildings (48 units total) for seniors on the Pines on Hume property. The application is being submitted, on the Council's behalf, by Action Group Inc. (the "Consultant").

Part of the application process is to define and set out what Conmee Township "brings to the table" in terms of the project. The larger the proportion of the total project costs that the applicant can contribute, the more favourably its application would be considered. A large, urban municipality probably has cash to supplement its application – Conmee does not – however, contributions can be "in kind". Conmee has already

laid out money for items that are considered part of the contribution, including the land purchase and the consulting fees paid in the past, and paid for the current application process. All of these count towards the project. The first resolution included the allocated values to each of the Township's in-kind contributions. The project must have affordable units within it. The larger the number of affordable units; the more favourably the application will be considered. It is not enough to stipulate that the Township of Conmee will "build" affordable housing units. The Township must also commit to maintaining the units as such. This is the reason for the second resolution.

Council discussed the report and encouraged participation from staff, guests and the public. The in-kind value of the municipal property is based on its potential development value, not its actual assessed value. TBDSSAB was consulted about the project and provide encouragement. Cost overruns are typical accepted by CMHC for funded projects. Low-interest loans and other funding opportunities (e.g. grants) could also be utilized in the event of cost overruns. The proposed buildings have been designed in compliance with current Building Code, Fire Code, etc. Elevators were not included in the building design due to the increase cost and legal complexities. The second resolution indicates that the Township of Conmee is committed to affordable housing for up to the first 40 years that it possesses the infrastructure. The resolution does not prevent the Township from selling the infrastructure during the first 40 years of its construction.

RESOLUTION NO 2023-057

Moved by: Councillor Maxwell

Seconded by: Councillor Arnold

WHEREAS The Corporation of the Township of Conmee is a "level of government", and is submitting an application, as such, to the Canada Mortgage and Housing Corporation under its "Rapid Housing Initiative" program for a project that will provide affordable housing for seniors;

AND WHEREAS applicants are expected to share the costs that will lead to the construction of the project;

AND WHEREAS the projects are prioritized for confirmed contributions that support a considerable portion of the project;

AND WHEREAS project applications will be allocated a score based on the answers related to certain prioritization criteria, and cost sharing is an important factor as described in the CMHC prioritization grid;

AND WHEREAS applications will be assessed and prioritized for funding based on the scoring criteria;

THEREFORE BE IT RESOLVED:

1. THAT, The Corporation of the Township of Conmee contribute the land on which the affordable housing project will be built, which is a contribution of \$750,000;
2. AND, FURTHER, THAT, The Corporation of the Township of Conmee cover the cost of the drawing and consultation fees, which, together with its consultant's contribution towards the project, represents a contribution of \$310,000.00;
3. AND, FURTHER, THAT The Corporation of the Township of Conmee cover the cost of the preparation and the construction of the access road, including the provision of hydro and data services, to the two proposed buildings, which is a contribution of \$1,550,000.00.
4. AND, FURTHER, THAT The Corporation of the Township of Conmee cover the cost of the preparation and the construction of the parking lot and landscaping, representing a contribution of \$725,000.

CARRIED

RESOLUTION NO 2023-058

Moved by: Councillor Halvorsen

Seconded by: Councillor Maxwell

WHEREAS The Corporation of the Township of Conmee is a "level of government", and is submitting an application, as such, to the Canada Mortgage and Housing Corporation under its "Rapid Housing Initiative" program for a project that will provide affordable housing for seniors;

AND WHEREAS applicants are expected to cover operating and support/wrap-around services for a minimum of 20 years or the duration of the affordability commitment, whichever is greater;

AND WHEREAS the projects are prioritized for confirmed subsidies that maintain viability for longer periods;

AND WHEREAS project applications will be allocated a score based on the answers related to certain prioritization criteria, and the period of time that a project remains operated and maintained as “affordable” by government definition is an important factor as described in the CMHC prioritization grid;

AND WHEREAS applications will be assessed and prioritized for funding based on the scoring criteria;

THEREFORE BE IT RESOLVED THAT:

The Corporation of the Township of Conmee commits to maintaining for a forty (40) year period, all of the 48 units in the proposed project, at affordable levels. This means that the Township will cover the difference between the 2023 current market rents (being \$1200 for a 1-bedroom apartment and \$1400 for a two-bedroom apartment) and 30% of unit residents’ total income, as presented in the affordability standards. This represents a contribution of approximately \$11,136,000.00.

AND BE IT FURTHER RESOLVED THAT:

The Corporation of the Township of Conmee commits to covering the building management fees a forty (40) year period. This represents a contribution of approximately \$2,000,000.00.

CARRIED

Public Works Manager Arps left at 8:57 p.m.

With consensus, Item 10.2 was brought forwarded in the agenda.

10.2 BlueFox Communications

Permission was requested to deploy fibre by trenching across municipal driveway access paths. Permission would also be sought by the resident before using such a method. Council had no issues with the method.

Mr. Wakewich left at 8:57 p.m.

With consensus, Section 12 (Closed Session) was brought forwarded in the agenda.

12 CLOSED SESSION

RESOLUTION NO 2023-059

Moved by: Councillor Halvorsen

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT, the time being 9:03 p.m., Council resolve into closed session, under the authority of paragraph 239(2)(a), (b), (c), (d), (j) and (k) of the Municipal Act, 2001 to discuss Item 12.3 regarding municipal property; Items 12.4 and 12.5 regarding identifiable individuals and labour relations; and Item 12.5 regarding the security of the property of the municipality, financial information that belongs to the Municipality that has monetary value or potential monetary value, and the plans, positions and criteria to be applied to negotiations

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 meetings of Feb 24th and Feb 28th 2023

CARRIED

12.6 Township of Conmee – CMHC Rapid Housing Application

12.1 Closed Minutes – Feb 24th 2023

12.2 Closed Minutes Feb 28th 2023

12.3 Municipal Property

12.4 Human Resources

Treasurer Kukkee left at 10:14 p.m.

12.5 Human Resources

RESOLUTION NO 2023-060

Moved by: Councillor Maxwell

Seconded by: Councillor Halvorsen

BE IT RESOLVED THAT, the time being 10:31 p.m., Council rise from closed session and report in open session

AND THAT administration proceed as directed

CARRIED

RESOLUTION NO 2023-061

Moved by: Councillor Maxwell

Seconded by: Councillor Halvorsen

BE IT RESOLVED that the Closed Minutes of the Special Council Meeting held on Feb 24th 2023 be approved

CARRIED

RESOLUTION NO 2023-062

Moved by: Councillor Halvorsen

Seconded by: Councillor Maxwell

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

CARRIED

With consensus, the agenda was continued as scheduled.

9 BY-LAWS

9.1 By-Law 1384 – Social Committee Terms of Reference

RESOLUTION NO 2023-063

Moved by: Councillor Maxwell

Seconded by: Councillor Halvorsen

BE IT RESOLVED THAT By-law 1384 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. 1384, being a By-law to adopt the Terms of Reference for the Social Committee

CARRIED

9.2 By-Law 1385 – Social Committee Membership

RESOLUTION NO 2023-064

Moved by: Councillor Halvorsen

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT By-law 1385 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. 1385, being a By-law to amend By-law 1187 regarding the Membership of the Social Committee

CARRIED

9.3 By-Law 1379 – Delegation of Powers and Duties
(tabled from Feb 14th 2023 council meeting)

RESOLUTION NO 2023-065

Moved by: Councillor Halvorsen

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT By-law 1379 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. 1379, being a By-law to adopt the delegation of Powers and Duties Policy

CARRIED

10 CORRESPONDENCE

- 10.1 OMAFRA – Community Economic Development 101
Free online webinar

RESOLUTION NO 2023-066

Moved by: Councillor Maxwell

Seconded by: Councillor Halvorsen

BE IT RESOLVED THAT members of Council and Senior Staff are approved to attend CED101 by OMAFRA via virtual webinar on March 21st, 23rd and 27th 2023 or April 4th 2023

CARRIED

- 10.2 BlueFox Communications
(addressed earlier in the meeting)
- 10.3 Other correspondence
- 10.4 Thunder Bay Vet Services

The Township of Conmee shall not be a member for the 2023 year.

11 UPCOMING MEETING DATES

Mar 28 th , 2023	Regular Council Meeting – Deputation: TBay Food Strategy
April 11 th , 2023	Regular Council Meeting
April 25 th , 2023	Regular Council Meeting
May 9 th , 2023	Regular Council Meeting
May 23 rd , 2023	Regular Council Meeting

13 CONFIRMING BY-LAW

- 13.1 By-law 1386 – To Confirm the Proceedings of the Meeting

RESOLUTION NO 2023-067

Moved by: Councillor Maxwell

Seconded by: Councillor Halvorsen

BE IT RESOLVED THAT By-law 1386 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. 1386, being a By-law to confirm the proceedings of this evening's meeting.

CARRIED

14 ADJOURNMENT

The meeting was adjourned at 10:41 p.m.