

MINUTES - REGULAR COUNCIL MEETING
August 22nd, 2023 – 6:00 pm

- PRESENT: Mayor Sheila Maxwell
Councillor David Maxwell
Councillor Chris Kresack
Councillor David Halvorsen
- ALSO PRESENT: Shara Lavalley, CAO/Clerk
Darren Smith, Acting Public Works Manager
Leanne Maxwell, Treasurer
Jason Fleck, Fire Chief
- REGRETS: Councillor Grant Arnold

1. CALL TO ORDER

This meeting was called to order at 6:01 p.m.

2. APPROVAL OF AGENDA

RESOLUTION NO 2023-0172

Moved by: Councillor Maxwell

Seconded by: Councillor Halvorsen

BE IT RESOLVED THAT the agenda for the regular council meeting of Aug 22nd 2023
be approved

CARRIED

3. DECLARATIONS OF PECUNIARY INTEREST

None

4. DEPUTATIONS

None

Clerk _____
Mayor _____

5. MINUTES OF PREVIOUS MEETING(S)

5.1. Minutes – Regular Council Meeting – August 8th 2023

RESOLUTION NO 2023-0173

Moved by: Councillor Halvorsen

Seconded by: Councillor Kresack

BE IT RESOLVED that the Minutes of the Regular Council Meeting held on Aug 8th 2023 be approved

CARRIED

6. DISBURSEMENT LIST

6.1 Payroll Report

6.2 Payment Register

RESOLUTION NO 2023-00174

Moved by: Councillor Kresack

Seconded by: Councillor Halvorsen

BE IT RESOLVED that Council approve the disbursements represented by Check Numbers 6568 through 6588, totalling \$29,996.43

CARRIED

7. REPORTS FROM MUNICIPAL OFFICERS

7.1. Clerk's Report

Council approved the office to be closed on Sept 18th for training ; notice provided as per policy. In response to the letter sent by the Township and the neighbouring municipalities to the NWCHC regarding services, the CEO has requested a meeting with the Mayors and Clerks.tentatively booked for August 24th 2023. The Facilities Manager has resigned. The job will reposted. Meanwhile, the Clerk will be the supervisor of the two Assistants and handle the role of the Facilities Manager. Under the Accessibility for Ontarians with Disabilities Act, 2005 (AODA), organizations must make their accessibility compliance reports available to the public. The Conmee website was updated. Tara Wupori was hired as the Deputy Clerk-Treasurer Intern. She also agreed to be the Health & Safety Representative. An appointment by-law is provided later in the agenda. She will starting providing council reports in the future.

Clerk _____
Mayor _____

- 7.2. Treasurer's Report
The Treasurer has several training sessions scheduled. A payroll error was corrected. The municipal property (103 Hume Rd) was sold.
- 7.3. Public Works Report
Several entrances were installed. Progress was made on additional snowplow turnarounds.
- 7.4. Fire Chief Report
6 EFR calls. Pumper/rescue is booked for annual maintenance. VFD members attended the August Family Event to provide education on fire prevention. New breathing apparatus has been purchased as per budget discussions. Policy reviews have started. Replacement radios have been purchased.
- 7.5. Councillor Reports
Mayor Maxwell attended an MTO virtual meeting, assisted with Deputy Clerk-Treasurer Intern interviews and selection, met with the insurance road specialist and assisted with the social committee.

Councillor Halvorsen had a virtual meeting with the MTO.

Councillor Maxwell had a virtual meeting with the MTO and assisted with Deputy Clerk-Treasurer Intern recruitment. Councillor Maxwell also inspected the generator and the A/V system.

Councillor Kresack attended a virtual meeting with MTO.

8 NEW BUSINESS

- 8.1. Accessibility
8.1.1. Accessibility Policy (updated)
8.1.2. Multi-Year Accessibility Plan (new)

RESOLUTION NO 2023-0175

Moved by: Councillor Maxwell

Seconded by: Councillor Halvorsen

BE IT RESOLVED THAT the Council of the Township of Conmee approves the updated Accessibility Policy and the 2023-2028 Multi-Year Accessibility Plan

CARRIED

Clerk _____
Mayor _____

- 8.2. Budget Variance for 2023
 - 8.2.1. Dept 00 – Government
 - 8.2.2. Dept 10 – Admin
 - 8.2.3. Dept 20 – Building
 - 8.2.4. Dept 30 – Cemetery
 - 8.2.5. Dept 40 – Municipal Complex
 - 8.2.6. Dept 50 – Council
 - 8.2.7. Dept 60 – Emergency
 - 8.2.8. Dept 70 – Landfill
 - 8.2.9. Dept 90 – Public Works

8.3. Property Arrears
The Treasurer reviewed the current arrears and her efforts to address them.

8.4. Surplus Property
Council reviewed the proposed timeline for the disposition and sale of the surplus items.

9 BY-LAWS

9.1 By-Law 1410 - Appointment of Deputy Clerk-Treasurer Intern

RESOLUTION NO 2023-0176

Moved by: Councillor Kresack

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT By-law 1410 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. 1410, being a By-law to appoint Deputy Clerk-Treasurer

CARRIED

Tara Wupori was appointed as Deputy Clerk-Treasurer.

10 CORRESPONDENCE

10.1 Intact Insurance
Free webinars are available to staff and council.

Clerk _____
Mayor _____

10.2 MPAC – 2024 property assessment
The 2024 property assessment will continue to be based on 2016 values.

10.3 FOTENN
10.3.1 Draft Official Plan
10.3.2 Draft Zoning Bylaw

Council reviewed the drafts and had no issues. Drafts will be submitted to the province for review.

10.4 Resident – inquiry – Hume Rd Municipal property (old landfill)
A property owner inquired about purchasing the old landfill on Hume Rd or the property adjacent to it. Council decided it was not interested in selling its property at this time. The landfill is being reserved for brownfield development at a future date. The adjacent property is considered landlocked and is retained by the township to protect the shoreline.

10.5 Resident – request – Dog Leash Bylaw

A resident inquired about the feasibility of having a property owner responsible for the behavior or actions of a dog owned by a visitor. Council decided that to make a property owner responsible for the behaviour or action of a visitor’s dog would be difficult to enforce or may not even be possible. The Bylaw Enforcement Officer has the authority under the Provincial Offences Act to fine people who let their dogs run-at-large whether they are owners or not. Additional reminders will be placed in the newsletter.

10.6 Other correspondence

11 UPCOMING MEETING DATES

Sept 12th, 2023	Regular Council Meeting
Sept 26 th , 2023	Regular Council Meeting
Oct 10 th , 2023	Regular Council Meeting
Oct 24 th , 2023	Regular Council Meeting
Nov 14 th , 2023	Regular Council Meeting
Nov 28 th , 2023	Regular Council Meeting

Clerk _____
Mayor _____

12 CLOSED SESSION

RESOLUTION NO 2023-0177

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

BE IT RESOLVED THAT, the time being 8:40 p.m., Council resolve into closed session, under the authority of paragraph 239(2)(b) and (c) of the Municipal Act, 2001 to discuss Item 12.2 regarding identifiable individuals and Proposed or pending disposition of Land

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 July 25th 2023

CARRIED

12.1 Closed Minutes – August 8th 2023

12.2 Rydholm Property - Loan

RESOLUTION NO 2023-0178

Moved by: Councillor Halvorsen

Seconded by: Councillor Kresack

BE IT RESOLVED THAT, the time being 8:55 p.m., Council rise from closed session and report in open session

AND THAT the Closed Minutes of the Regular Council Meeting held on July 25th 2023 be approved

AND THAT administration proceed as directed

CARRIED

Clerk _____
Mayor _____

13 CONFIRMING BY-LAW

13.1 By-law 1411 – To Confirm the Proceedings of the Meeting

RESOLUTION NO 2023-00179

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

BE IT RESOLVED THAT By-law 1411 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. 1411, being a By-law to confirm the proceedings of this evening's meeting.

CARRIED

14 ADJOURNMENT

Meeting was adjourned at 8:55 p.m.

Mayor Sheila Maxwell

CAO/Clerk Shara Lavallee

Clerk _____
Mayor _____