

MINUTES - REGULAR COUNCIL MEETING  
October 24th, 2023 – 6:00 pm

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

ALSO PRESENT: Shara Lavalley, CAO/Clerk  
Darren Smith, Acting Public Works Manager  
Leanne Maxwell, Treasurer  
Jason Fleck, Fire Chief

1. CALL TO ORDER  
This meeting is called to order at 6:06 p.m.

2. APPROVAL OF AGENDA

**RESOLUTION NO 2023 – 0202**

**Moved by: Councillor Halvorsen**

**Seconded by: Councillor Arnold**

BE IT RESOLVED THAT the agenda for the regular council meeting of Oct 24th 2023  
be approved as amended

**CARRIED**

3. DECLARATIONS OF PECUNIARY INTEREST  
None

4. DEPUTATIONS  
None

5. MINUTES OF PREVIOUS MEETING(S)  
5.1. Minutes – Regular Council Meeting – October 10th 2023

**RESOLUTION NO 2023 – 0203**

**Moved by: Councillor Maxwell**

**Seconded by: Councillor Kresack**

BE IT RESOLVED that the Minutes of the Regular Council Meeting held on Oct 10th  
2023 be approved

**CARRIED**

6. DISBURSEMENT LIST

- 6.1 Payroll Report
- 6.2 Payment Register

**RESOLUTION NO 2023 – 0204**

**Moved by: Councillor Kresack**

**Seconded by: Councillor Halvorsen**

BE IT RESOLVED that Council approve the disbursements represented by Check Numbers 6651 through 6661 and electronic payments, totalling \$10,549.41

**CARRIED**

7. REPORTS FROM MUNICIPAL OFFICERS

- 7.1. Clerk's Report
  - a. Quote for new water softener system

The Facilities Manager position remains vacant. The water softener system at the Conmee Community Centre continues to have issues. A quote was provided for new water softener system. Council asked that rental options also be obtained for consideration.

- 7.2. Public Works Report
  - a. Opening of Bids for Surplus Items

Two people have been signed up as casual employees to assist with winter operations. Whenever additional staff is needed, the following call-out procedure will take place: The two casual staff will be called on a rotating basis. When the first person is called, he will be offered the shift. If there is no answer, the Public Works Manager will wait 5 minutes before trying the next person.

Two sealed bids were received for the surplus items. The Clerk opened each and reported the offers. Council accepted the highest bid on each item. The purchasers will

- 7.3. Fire Chief Report

New Breathing Apparatus equipment has been delivered. 6 EFRs calls were received. The VFD will be attending the Social Committee Halloween event. Fire season is wrapping up. Several VFD volunteers are registered for courses.

Fire Chief Fleck left at 6:49 p.m.

- 7.4. Councillor Reports

Mayor Maxwell assisted with Social Committee events including movie nights. A Facebook page was created to promote events.

Councillor Arnold attended the TBDHU meeting. There has been considerable discussion about the potential reduction of health boards from 36 to 9 in the province. Councillor Arnold also attended the LRCA meeting.

Councillor Halvorsen attended the Lakehead Police Services Board. He was appointed as Vice-Chair.

Councillor Maxwell attended the TBDML meeting. He also assisted with social committee events.

Councillor Kresack attended the Rural Cupboard Food Bank meeting.

8 NEW BUSINESS

8.1. ROMA Conference

**RESOLUTION NO 2023 – 0205**

**Moved by: Councillor Arnold**

**Seconded by: Councillor Halvorsen**

BE IT RESOLVED THAT Mayor Maxwell, Councillor Kresack and Clerk Lavallee be approved to attend the ROMA annual conference on January 21-23, 2023 in Toronto Ontario

**CARRIED**

8.2. Seasonal Roads

Upon the recommendation of the Public Works Manager, portions of roads were declared seasonal for the 2023-202 winter season to reduce costs and staff workload.

**RESOLUTION NO 2023 – 0206**

**Moved by: Councillor Arnold**

**Seconded by: Councillor Maxwell**

BE IT RESOLVED THAT the Council of the Township of Conmee declares portions of certain roads to be seasonal for the 2023-2024 winter season and no winter maintenance shall be provided

AND THAT the portions of roads, declared seasonal for the 2023-2024 season, are as follows:

- Fleming Road: westerly from the ‘no winter maintenance’ sign to the dead end
- Pokki Road – westerly from the last house to the dead end
- Mokomon Rd E – easterly from the last house to the dead end
- Tienherra Road – the entire road; being North westerly from the Mokomon Rd at Lot 6 Concession 6 along the Hydro Line
- Maxwell Road – northerly from the ‘no winter maintenance’ sign posted approximately past #517 Maxwell Road to the midway portion of Conc 5 Lot 3 wherein another ‘no winter maintenance’ sign is posted
- Torrie Road – northerly from Holland Rd E. to the dead end

AND THAT appropriate notices, maps and signs shall be provided

**CARRIED**

8.3. Winter Operations Plan

The Township was been provided with a template for a Winter Operations Plan from the insurance company.

9 BY-LAWS

9.1. Draft roads maintenance bylaw

Recommendation: discussion and review of draft bylaw regarding road maintenance standards

The roads specialist from Intact Insurance recommended that the roads maintenance bylaw be updated to the latest laws and current practices. The purpose of the draft bylaw is to bring the bylaw into compliance with current provincial legislation. Council reviewed the draft bylaw and requested amendments.

10 CORRESPONDENCE

10.1 Greenmantle – comments on Proposed Regulations for Black Ash under ESA, published in the Environmental Registry of Ontario (ERO)

Reviewed and received for information; it was noted the regulated areas would not include the Township of Conmee

10.2 Town of Caledon – resolution regarding illegal land use enforcement  
Recommendation: decide if council supports resolution

**RESOLUTION NO 2023 – 0207**

**Moved by: Councillor Maxwell**

**Seconded by: Councillor Kresack**

BE IT RESOLVED THAT the Council of the Township of Council supports the resolution passed by the Town of Caledon regarding illegal land use enforcement

AND THAT a copy of this resolution be sent to Ontario Premier Doug Ford, Minister of Municipal Affairs and Housing, Minister of Health, Attorney General of Ontario, MPP Kevin Holland, Association of Municipalities of Ontario and Rural Ontario Municipal Association

**CARRIED**

10.3 Town of Grimsby – resolution regarding establishing a guaranteed livable income

Received for information

10.4 Thunder Bay District Municipal League – agenda for Oct 17<sup>th</sup> 2023 meeting

10.4.1 Sept 16<sup>th</sup> 2023 minutes

10.4.2 TBDML Levy

Received for information

10.5 Other correspondence

Received for information

**11 UPCOMING MEETING DATES**

Nov 14 <sup>th</sup> , 2023	Regular Council Meeting (deputation – FoodCycle)
Nov 28 <sup>th</sup> , 2023	Regular Council Meeting
Dec 19 <sup>th</sup> , 2023	Regular Council Meeting
Jan 9 <sup>th</sup> , 2024	Regular Council Meeting
Jan 23 <sup>rd</sup> , 2024	Regular Council Meeting
Feb 13 <sup>th</sup> , 2024	Regular Council Meeting
Feb 27 <sup>th</sup> , 2024	Regular Council Meeting
Mar 12 <sup>th</sup> , 2024	Regular Council Meeting
Mar 26 <sup>th</sup> , 20234	Regular Council Meeting

**12 CLOSED SESSION**

**RESOLUTION NO 2023 – 0208**

**Moved by: Councillor Maxwell**

**Seconded by: Councillor Arnold**

BE IT RESOLVED THAT, the time being 8:47 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 and 12.3 regarding identifiable individuals and labour relations

**CARRIED**

- 12.1 Closed Minutes October 10<sup>th</sup> 2023
- 12.2 By-Law Enforcement Issue
- 12.3 Human Resources

**RESOLUTION NO 2023 – 0209**

**Moved by: Councillor Arnold**

**Seconded by: Councillor Halvorsen**

BE IT RESOLVED THAT, the time being 9:33 p.m., Council rise from closed session and report in open session

AND THAT administration proceed as directed

**CARRIED**

**RESOLUTION NO 2023 – 0210**

**Moved by: Councillor Kresack**

**Seconded by: Councillor Maxwell**

BE IT RESOLVED that the Closed Minutes of the Regular Council Meeting held on Oct 10th 2023 be approved

**CARRIED**

**13 CONFIRMING BY-LAW**

- 13.1 By-law 1419 – To Confirm the Proceedings of the Meeting

**RESOLUTION NO 2023 – 0211**

**Moved by: Councillor Halvorsen**

**Seconded by: Councillor Maxwell**

BE IT RESOLVED THAT By-law 1419 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. 1419, being a By-law to confirm the proceedings of this evening's meeting.

**CARRIED**

14 ADJOURNMENT

Meeting was adjourned at 9:34 p.m.

---

Mayor Sheila Maxwell

---

CAO/Clerk Shara Lavalley