

**The Corporation of the Township of Gillies  
Council Meeting Minutes**

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Minutes of the special meeting of the Gillies Council of the 2014/2018 term held on  
March 3rd 2017 at 5:00 P.M. in the Gillies Municipal Office.

<b>Present:</b>	Reeve	Reeve Rick Kieri
	Councillors -	Councillor Karen O’Gorman Councillor Rudy Buitenhuis Councillor William Groenheide Councillor Wendy Wright
	Administration -	Shara Lavallee, Clerk

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Reeve Kieri called the meeting to order at 7:00 p.m.

**A. Confirmation of the Agenda**

**1. Disclosures of Interest**

None

**2. Proposed Police Board**

2.1 Proposed Police Board

**RESOLUTION 2017/052**

Moved by Councillor Groenheide ; Seconded by Councillor Buitenhuis

WHEREAS, The Corporation of the Township of Gillies wishes to enter into a contract under Section 10 of the Police Services Act to have the Ontario Provincial Police provide policing services to the Municipality;

AND WHEREAS, Gillies’ neighbouring rural municipalities, being The Corporation of the Municipality of Neebing, The Corporation of the

Township of O'Connor and The Corporation of the Township of Conmee, have expressed interest in participating with Neebing in this venture;

THEREFORE BE IT RESOLVED that, should any of the other communities pass resolutions to participate, Administration is directed to undertake the necessary steps to have a joint policing contract finalized and brought to Council for approval by By-law, and to undertake the necessary steps to have a joint Police Services Board created with the other willing participants;

AND FURTHER, THAT Administration is directed to undertake the necessary steps to have a policing contract for Gillies finalized and brought to Council for approval by By-law, and to undertake the necessary steps to have a Police Services Board created;

AND THAT these actions be undertaken as expeditiously as possible such that the contract can be entered into on or before April 1, 2017.

**CARRIED**

#### **4. Adjournment**

##### **RESOLUTION 2017/038**

Moved by Councillor Groenheide; Seconded by Councillor Wright

BE IT RESOLVED THAT the time being 5:03 p.m., we do now adjourn the regular meeting of the Council of The Corporation of the Township of Gillies.

**CARRIED**

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Rick Kieri  
Reeve

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Shara Lavallee  
Clerk

**The Corporation of the Township of Gillies  
Council Meeting Minutes**

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Minutes of the regular meeting of the Gillies Council of the 2014/2018 term held on  
March 13th 2017 at 7:00 P.M. in the Gillies Municipal Office.

<b>Present:</b>	Reeve	Reeve Rick Kieri
	Councillors -	Councillor Karen O’Gorman Councillor Rudy Buitenhuis Councillor Wendy Wright
	Regrets -	Councillor William Groenheide
	Administration -	Shara Lavallee, Clerk Laura Jones, Treasurer

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Reeve Kieri called the meeting to order at 7:00 p.m.

**A. Confirmation of the Agenda**

**RESOLUTION 2017/039**

Moved by Councillor O’Gorman; Seconded by Councillor Wright

BE IT RESOLVED THAT the agenda be approved as amended:

Addition of Item 11.7 – Human Resources

Addition of Item 11.8 – By-Law Infraction and Enforcement

**CARRIED**

**1. Disclosures of Interest**

## 2. Minutes

- 2.1 Adoption of Council Meeting Minutes – Regular Meeting February 27th 2017 and Council Meeting Minutes – Special Meeting March 3<sup>rd</sup> 2017

### **RESOLUTION 2017/040**

Moved by Councillor Wright; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT the meeting minutes of Gillies Council for the regular meeting held on February 27th 2017 and for the special meeting held on March 3<sup>rd</sup> 2017, be adopted.

**CARRIED**

## 3. Visitors and Deputations

- 3.1 MPAC – Chad Tanner

3.1.1 Presentation – “2016 Assessment Update”

3.1.2 2016 Assessment Update Municipal Summary Report

## 4. Finances and Accounts

- 4.1 Accounts Payable – Approval

### **RESOLUTION 2017/041**

Moved by Councillor Wright; Seconded by Councillor O’Gorman

BE IT RESOLVED THAT the Accounts Payable Cheque Register Report dated March 13, 2017, for a total of \$15,632.68 including cheque numbers 5066 to 5078, with Cheque number 5068 and 5071 as set out in the report, and the electronic payments as listed, be passed for payment.

**CARRIED**

- 4.2 Payroll – Approval

### **RESOLUTION 2017/042**

Moved by Councillor Buitenhuis; Seconded by Councillor Wright

BE IT RESOLVED THAT Administration & Roads Payroll Run No. 931 for the period of Feb 18<sup>th</sup> – Mar 3<sup>rd</sup>, 2017 be passed for payment.

AND THAT Landfill Payroll Run No. 929 for the month of February 2017 be passed for payment.

FURTHER THAT the year to date vacation time, overtime, and accrued sick time have been reviewed

**CARRIED**

## 5. Reports

5.1 Roads Report

Reeve Kieri provided a verbal report in lieu of the RMC.

5.2 Administration Report

A resolution to formalize the Newsletter Committee shall be provided at a future council meeting. A Waste Management Committee shall be scheduled in the coming weeks.

5.3 Revisions to the Municipal Elections Act

5.4 CBO Report on changes to building code

There was discussion of a possible deputation by the CBO in the future to discuss building code changes, building bylaw, and fees.

5.5 Training Opportunities for Office Administration

Some programs showed merit for future discussion dependent on staff and future contract negotiations. The Clerk shall determine the registration deadlines and report back to Council.

**RESOLUTION 2017/043**

Moved by Councillor Buitenhuis; Seconded by Councillor Wright

BE IT RESOLVED that the Clerk be approved to attend the MMA Annual Planning Workshop on March 22-23<sup>rd</sup> 2017 in Thunder Bay

AND that the Clerk be approved to attend the AMCTO Contract Tendering Workshop on April 24<sup>th</sup> 2017 in Thunder Bay

AND that the Clerk and the Treasurer be approved to attend the AMCTO Spring Conference on April 25-26<sup>th</sup> 2017 in Thunder Bay

**CARRIED**

**6. Correspondence**

Part One: General Information Correspondence

6.1 NOMA Conference

Upon reviewing the draft agenda and registration, it was determined that no one on Council would attend.

6.2 MTO

Council reviewed a response by the MTO to correspondence from Council regarding upcoming MTO work and concerns for a section of Hwy 588. There was discussion regarding the MTO work scheduled for the 2017

summer. The Clerk shall contact the MTO to determine the estimated date range.

- 6.3 Oliver-Paipoonge Economic Development Committee  
Information was provided on an upcoming deputation to the Oliver-Paipoonge Economic Development Committee.

**RESOLUTION 2017/044**

Moved by Councillor Wright; Seconded by Councillor Buitenhuis

BE IT RESOLVED that Councillor O’Gorman be approved to attend the Oliver-Paipoonge Economic Development Committee meeting on March 21<sup>st</sup> at Oliver-Paipoonge Municipal Office

**CARRIED**

- 6.4 TBDSSAB  
Council reviewed a copy of the letter sent to Minister Jaczek regarding board composition of TBDSSAB. A question was raised about the Area One representative for the TBDSSAB, specifically from which municipality the representative was appointed. The Reeve and the Clerk shall look into the matter.
- 6.5 Ministry of Education  
Council reviewed a letter regarding pupil accommodation review. The letter referred to capital funding for community hub school retrofits. In light of the upcoming office renovations, the Clerk shall contact the school for further information and discussion.

**7. Unfinished Business**

- 7.1 Review – Health & Safety Policy

**RESOLUTION 2017/045**

Moved by Councillor Buitenhuis; Seconded by Councillor O’Gorman

BE IT RESOLVED that the Health & Safety Policy be approved as amended

**CARRIED**

- 7.2 CEMC and training  
It was requested that taxpayers be made aware that the CEMC is a mandatory budget item due to provincial legislation.

**RESOLUTION 2017/046**

Moved by Councillor O’Gorman; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT Administrative Assistant Jenna Hakala be appointed as the alternate for the CEMC position

AND THAT Councillor Wright, as the CEMC, be approved to attend the Amethyst Sector meeting and the NW Response Forum on April 11-13th in Dryden

AND THAT the Administrative Assistant Jenna Hakala, as the alternate CEMC, be approved to attend EM200 training course on Mar 21-22nd in Thunder Bay

AND THAT Councillor Wright and Ms. Hakala be approved to attend the IMS200 training course on March 28-29th in Thunder Bay

**CARRIED**

**8. New Business**

Administration provided some possible dates for a meeting with the school to discuss the office lease renewal and renovations. The next budget draft is expected to be completed soon. Councillor Wright provided a brief summary of the recent LRMC meeting.

**9. Upcoming Matters**

March 27<sup>th</sup> deputation – NSEMS

**10. By-laws**

10.1 By-Law 2017-007

Being a by-law to repeal By-Law 2012-697, participation in the MTO driving program

**RESOLUTION 2017/047**

Moved by Councillor Buitenhuis; Seconded by Councillor Wright

BE IT RESOLVED THAT By-law 2017-007 be passed as presented

**CARRIED**

10.2 By-Law 2017-008

Being a by-law to amend By-Law 2016-014

**RESOLUTION 2017/048**

Moved by Councillor Buitenhuis; Seconded by Councillor O'Gorman

BE IT RESOLVED THAT By-law 2017-008 be passed as presented

**CARRIED**

10.3 By-Law 2017-009

Being a by-law to amend By-Law 2015-008

**RESOLUTION 2017/049**

Moved by Councillor Wright; Seconded by Councillor O'Gorman

BE IT RESOLVED THAT By-law 2017-009 be passed as presented

**CARRIED**

10.4 By-Law 2017-010

Being a by-law to amend By-Law 632

**RESOLUTION 2017/050**

Moved by Councillor Buitenhuis; Seconded by Councillor O'Gorman

BE IT RESOLVED THAT By-law 2017-010 be passed as presented

**CARRIED**

**11. Closed Session**

**RESOLUTION 2017/051**

Moved by Councillor Buitenhuis; Seconded by Councillor Wright

BE IT RESOLVED THAT the time being 10:06 p.m., we close the next portion of the meeting to the public in accordance with Section 239 of the Municipal Act, 2001 in order to consider Agenda Item 11.1, being the Closed Session Meeting Minutes from the Council meeting of February 27th 2017, and the specific subsections of Section 239(2) under which that closed session meeting was held;

And under Subsection 239(2)(b) of the Municipal Act, 2001 in order to consider Agenda Item 11.2, involving personal information about an identifiable individual, in accordance with the provisions of 239(2)(b) of the Municipal Act, 2001;

And under Subsection 239(2) (d) of the Municipal Act, 2001 in order to consider Agenda Item 11.2, involving employee negotiations/labour relations, in accordance with the provisions of 239(2) (d) of the Municipal Act, 2001;

**CARRIED**

**RESOLUTION 2017/052**

Moved by Councillor Buitenhuis; Seconded by Councillor O'Gorman

BE IT RESOLVED THAT, the hour being 11:10 p.m., Council rise from Closed Session and report in Open Session.

**CARRIED**



11.1 Closed Session Meeting Minutes of February 27th 2017

**RESOLUTION 2017/053**

Moved by Councillor Wright; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT the meeting minutes of Gillies Council for the Closed Session portion of the meeting held on February 27th 2017, be adopted.

**CARRIED**

11.2 Wage Package Recommendations for 2017

Deferred

11.3 Clerk Contract

Deferred

11.4 Treasurer Contract

Deferred

11.5 RMC Contract

Deferred

11.6 Solicitor-Deputy Clerk Contract

Deferred

11.7 Human Resources

**RESOLUTION 2017/054**

Moved by Councillor Buitenhuis; Seconded by Councillor O'Gorman

BE IT RESOLVED THAT Reeve Kieri be approved to assist the Roads Department in the position of Acting Roads Maintenance Coordinator due to special circumstances as per By-Law 2010-675

**CARRIED**

11.8 By-Law Infraction and Enforcement

**RESOLUTION NO. 2017/055**

Moved by Councillor O'Gorman; Seconded by Councillor Wright

BE IT RESOLVED THAT Administration proceed as directed

**CARRIED**

**12. Adjournment**

**RESOLUTION 2017/056**

Moved by Councillor Wright; Seconded by Councillor O'Gorman

BE IT RESOLVED THAT the time being 11:10 p.m., we do now adjourn the regular meeting of the Council of The Corporation of the Township of Gillies.

**CARRIED**

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Rick Kieri  
Reeve

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Shara Lavallee  
Clerk

**The Corporation of the Township of Gillies  
Council Meeting Minutes**

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Minutes of the regular meeting of the Gillies Council of the 2014/2018 term held on  
March 27th 2017 at 7:00 P.M. in the Gillies Municipal Office.

<b>Present:</b>	Reeve	Reeve Rick Kieri
	Councillors -	Councillor Karen O’Gorman Councillor Wendy Wright Councillor William Groenheide
	Regrets -	Councillor Rudy Buitenhuis
	Administration -	Shara Lavallee, Clerk Laura Jones, Treasurer Fire Chief Scott Hole Rosalie Evans, Solicitor-Deputy Clerk

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Reeve Kieri called the meeting to order at 7:02 p.m.

**A. Confirmation of the Agenda**

**RESOLUTION 2017/060**

Moved by Councillor Groenheide ; Seconded by Councillor Wright  
BE IT RESOLVED THAT the agenda be approved as amended:  
Addition of Item 6.7 – Traffic Concern  
Addition of Item 11.\* – TBDSSAB

**CARRIED**

**1. Disclosures of Interest**

Councillor Groenheide declared a pecuniary interest on Item 4.2 of the agenda for the reason that the Casual Machine Operator is a family member.

## **2. Minutes**

### **2.1 Adoption of Council Meeting Minutes – Regular Meeting March 13<sup>th</sup> 2017**

#### **RESOLUTION 2017/061**

Moved by Councillor Wright ; Seconded by Councillor O'Gorman

BE IT RESOLVED THAT the meeting minutes of Gillies Council for the regular meeting held on March 13<sup>th</sup> 2017, be adopted.

**CARRIED**

## **3. Visitors and Deputations**

### **3.1 NSEMS**

Chief Wayne Gates and Deputy Chief Ernie Kadikoff

Mr. Gates provided a brief overview of the current situation. The NSEMS is responsible for the entire Thunder Bay District. Call volumes continue to rise every year due to the aging population and socio/economic factors. Approximately 80-90 calls to the 911 systems are made everyday. There is a plan to restructure the availability of EMS vehicles for non-emergency duties. There is also a possibility of relocating the Conmee station. Current challenges include staff vacancies (hiring is taking place), location of stations and geographic challenges. It should be noted that response time are measured from the time the EMS arrived, not the arrival of VFD members.

## **4. Finances and Accounts**

### **4.1 Accounts Payable – Approval**

#### **RESOLUTION 2017/062**

Moved by Councillor Wright ; Seconded by Councillor O'Gorman

BE IT RESOLVED THAT the Accounts Payable Cheque Register Report dated March 27, 2017, for a total of \$33,648.71 including cheque numbers 5080 to 5096, as set out in the report, and the electronic payments as listed, be passed for payment.

### **4.2 Payroll – Approval**

#### **RESOLUTION 2017/063**

Moved by Councillor Wright ; Seconded by Councillor O'Gorman

BE IT RESOLVED THAT Administration & Roads Payroll Run No.933 for the period of Mar 4<sup>th</sup> – Mar 17, 2017 be passed for payment.

sick  
**CARRIED** FURTHER THAT the year to date vacation time, overtime, and accrued time have been reviewed

4.3 Draft Capital and Operating Budget  
For Review

## 5. Reports

### 5.1 VFD Report

It was a quiet month. Inspections for the VFD vehicles will be due soon. There were three trial runs at the helipad. Typically, during daytime emergencies, the helicopter pilot will land as close to the emergency scene as possible rather than at the helipad. A deputation was requested by ORNGE to discuss the use and operation of the helipad.

### 5.2 Administration Report

It was requested that the next Waste Management Committee include a discussion of the landfill hours.

## **SOLUTION 2017/064**

Moved by Councillor Wright ; Seconded by Councillor Groenheide

BE IT RESOLVED THAT the following are approved retroactively to attend First Aid & CPR training held at the Municipal Office on Mar 20-21st 2017:

Reeve Rick Kieri  
Shara Lavallee, Clerk  
Laura Jones, Treasurer  
Ted Michaud, Landfill Attendant

**CARRIED**

### 5.3 By-Law Officer Report

Administration shall send a follow-up letter to the resident.

## 6. Correspondence

### Part One: General Information Correspondence

#### 6.1 Request for support – Municipality of Oliver-Paipoonge

#### **RESOLUTION 2017/065**

Moved by Councillor O'Gorman ; Seconded by Councillor Wright

BE IT RESOLVED THAT The Township of Gillies supports provincial funding of rural pharmacies

AND THAT Administration be directed to send a letter of support to the Minister of Health and Long-Term Care

**CARRIED**

#### 6.2 Request for support – Town of Northeastern Manitoulin and the Islands

Received by council

#### 6.3 Request for support – Township of East Zorra-Tavistock

#### **RESOLUTION 2017/066**

Moved by Councillor Wright ; Seconded by Councillor Groenheide

BE IT RESOLVED that the Council of The Township of Gillies supports the resolution of the Township of East Zorra-Tavistock regarding the development of a policy that would enable all schools and school boards in Ontario to have Automated External Defibrillators to be installed

AND that a copy of the resolution be sent to the Premier, Minister of Education, AMO, Thames Valley District School Board and as directed

**CARRIED**

#### 6.4 Email from Landfill Worker

Regarding landfill operations and bag tag management.

Concerns shall be considered at the next Waste Management Committee meeting. Council shall also consider amending the Waste Management By-Law to prohibit renovations waste at a later council meeting.

#### 6.5 Letter from Ministry of Community and Social Services

Regarding DSSAB Board representation.

6.6 Invitation to the Northern Ontario Heritage Fund Corporation (NOHFC) Reception  
RSVP requested. Reeve Kieri and Treasurer Jones shall attend on their own personal time.

6.7 Traffic Concern – Gillies Resident

Concern regarded excessive speeding on Old Silver Mountain Road. Administration shall review the Highway Traffic Act for possible options. The creation of a police services board in the near future should also aid with enforcement concerns.

**7. Unfinished Business**

none

**8. New Business**

Councillor O’Gorman provided a summary of the Oliver-Paipoonge Economic Committee meeting which she attended. There was a presentation by Lakehead University regarding partnership opportunities for research projects by graduate students. The main focus is generally hard sciences.

Treasurer Jones was approached by a resident about encouraging the Township to grow milkweed as butterfly habitats. She recommended that the resident send a formal letter to Council.

**9. Upcoming Matters**

Draft Contract – Deputy Clerk-Treasurer (1 yr internship)  
Newsletter Committee – formalization  
Draft RFP – CWWF project  
Draft RFP – OCIF Top-Up project

April 18<sup>th</sup> – Joint Police Services Board – location/time TBD

## **10. By-laws**

### **10.1 By-Law 2017-011**

Being a by-law to amend By-Law 631, being a by-law to provide for a general advisory committee

#### **RESOLUTION 2017/067**

Moved by Councillor Groenheide ; Seconded by Councillor Wright

BE IT RESOLVED THAT By-law 2017-011 be passed as presented

**CARRIED**

### **10.2 By-Law 2017-012**

Being a by-law to authorize the execution of an Agreement between The Township of Gillies and ORNGE and the Ministry of Health and Long Term Care setting the terms of use and maintenance and repair of the municipal helipad

#### **RESOLUTION 2017/068**

Moved by Councillor Groenheide ; Seconded by Councillor Wright

BE IT RESOLVED THAT By-law 2017-012 be passed as presented

**CARRIED**

## **11. Closed Session**

#### **RESOLUTION 2017/069**

Moved by Councillor Groenheide ; Seconded by Councillor Wright

BE IT RESOLVED THAT the time being 9:35 p.m., we close the next portion of the meeting to the public in accordance with Section 239 of the Municipal Act, 2001 in order to consider Agenda Item 11.1, being the Closed Session Meeting Minutes from the Council meeting of March 13th 2017, and the specific subsections of Section 239(2) under which that closed session meeting was held;

And under Subsection 239(2)(b) of the Municipal Act, 2001 in order to consider Agenda Item 11.2 through 11.9, involving personal information about an identifiable individual, in accordance with the provisions of 239(2)(b) of the Municipal Act, 2001;

And under Subsection 239(2)(d) of the Municipal Act, 2001 in order to consider Agenda Item 11.2 through 11.9, involving employee negotiations/labour relations, in accordance with the provisions of 239(2)(d) of the Municipal Act, 2001;

**CARRIED**



Members present discussed the Closed Session agenda items. During the Closed Session meeting, the following procedural resolution was passed:

**Resolution 2017/070**

Moved by Councillor Groenheide; Seconded by Councillor Wright:

BE IT RESOLVED THAT, the time being 11:20 p.m., Council rise from Closed Session and report in Open Session.

**CARRIED**

During Closed Session, Councillor Groenheide, having declared an interest in the matter, left the meeting at 11:15 p.m., prior to discussion relating to Item 11.8 of the Agenda. (During Closed Session, the agenda had been re-structured so that Items 11.9 and 11.10 had been dealt with prior to his departure.) Councillor Groenheide did not return to the meeting.

11.1 Closed Session Meeting Minutes of March 13<sup>th</sup> 2017

**RESOLUTION 2017/071**

Moved by Councillor Wright ; Seconded by Councillor O'Gorman

BE IT RESOLVED THAT the meeting minutes of Gillies Council for the Closed Session portion of the meeting held on March 13<sup>th</sup> 2017, be adopted.

**CARRIED**

11.9 Intern Recommendation

The Clerk and the Treasurer left the meeting.

11.2 Wage Package Recommendations for 2017  
deferred

11.3 Clerk Contract

11.4 Treasurer Contract

11.5 RMC Contract

11.6 Solicitor-Deputy Clerk Contract

11.7 PT Machine Operator Contract

## 11.8 Casual Machine Operator Contract

### **Resolution 2017/072**

Moved by Councillor O'Gorman; Seconded by Councillor Wright

BE IT RESOLVED THAT, with respect to items 11.3 through 11.9 of the agenda, inclusive, Administration is authorized to proceed as directed in Closed Session.

**CARRIED**

## 11.10 Representation on the Thunder Bay District Social Services Administration Board

### **Resolution 2017/073**

Moved by Councillor O'Gorman; Seconded by Councillor Wright

WHEREAS the Municipalities of Neebing, Oliver Paipoonge, and Shuniah, and the Townships of O'Connor and Conmee, together with Gillies, are all members of "Area One" of the Thunder Bay District Social Services Administration Board ("TBDSSAB");

AND WHEREAS the term for members of the Board of the TBDSSAB is a two-year term;

AND WHEREAS the member municipalities of Area One had historically agreed to a rotation of appointments to the TBDSSAB;

AND WHEREAS that rotation meant that each member municipality would have a seat at the TBDSSAB table once every 10-12 years;

AND WHEREAS, in 2013, the Area One municipalities agreed to extend the term of the Mayor of Conmee at the TBDSSAB table for an additional two years;

AND WHEREAS it was intended that this extension would simply push back the appointment schedule for the other members by two years;

AND WHEREAS the Mayor of Shuniah became the Area One representative on January 1, 2017;

AND WHEREAS this means that The Corporation of the Township of Gillies effectively "missed its turn" to appoint a representative to the TBDSSAB;

AND WHEREAS the Ministry of Community and Social Services has recently agreed to increase the representation at the TBDSSAB table for Area One from one member to three members, however, it is unknown when that change will be implemented;

AND WHEREAS the Council of The Corporation of the Township of Gillies accepts that Area One having allowed Shuniah to appoint the representative to the TBDSAAB table on January 1, 2017, rather than Gillies, was an administrative oversight on behalf of the member municipalities of Area One;

BE IT RESOLVED THAT, Council of The Corporation of the Township of Gillies takes the position that, when the Shuniah representative for Area One completes her term as a member of the Board at the TBDSSAB table, The Corporation of the Township of Gillies will have the right to appoint a representative for Area One to that seat for the term 2019-2021

AND THAT Council will revoke that position in the event that, prior to the vacancy occurring, two additional seats at the TBDSSAB table are granted to Area One, and one of those two seats is filled by a representative appointed by The Corporation of the Township of Gillies.

**CARRIED**

## **12. Adjournment**

### **RESOLUTION 2017/074**

Moved by Councillor Wright ; Seconded by Councillor O'Gorman

BE IT RESOLVED THAT the time being 11:23 p.m., we do now adjourn the regular meeting of the Council of The Corporation of the Township of Gillies.

**CARRIED**

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Rick Kieri  
Reeve

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Shara Lavallee  
Clerk