

**THE CORPORATION OF THE TOWNSHIP OF ASSIGNACK**  
**MINUTES OF THE REGULAR MEETING OF COUNCIL**

The Regular Meeting of the Council of the Corporation of the Township of Assignack was held in the Council Chambers on Tuesday May 21, 2024, at 7:00 p.m.

**Present:** Mayor Brenda Reid  
Councillor Dwayne Elliott  
Councillor Janice Bowerman  
Councillor Jennifer Hooper  
Councillor Robert Maguire

**Staff:** Deb MacDonald, Treasurer/Deputy CAO  
Jackie White, PEC  
Freda Bond, Tax & Utility Manager  
Crystal Lentir, Administrative Assistant

**Public:** Jordan Chandler  
Jeremy Elliott

**Regrets:** Alton Hobbs, CAO

**OPENING:**

**#109-09-2024                      Elliott – J. Bowerman**

THAT the Regular Meeting of the Council of the Corporation of the Township of Assignack be opened for business at 7:00 p.m., with a quorum of members present, with Mayor Reid presiding as Chair.

**CARRIED**

The mayor read the Land Acknowledgement.

**AGENDA:**

**#110-09-2024                      J. Bowerman- Elliott**

THAT we amend the agenda to include:

6.e) – 2024/2025 General Comprehensive Insurance Renewal

**CARRIED**

**DISCLOSURE OF PECUNIARY INTEREST:**

Councillor Bowerman declared a pecuniary interest with agenda item 6c) Tender Results – 115 Arthur Street. She did not participate in the discussion regarding this item, and she did not influence the vote.

**ANNOUNCEMENTS:**

Councillor Elliott wanted to acknowledge Public Works for their work in getting the cemetery ready for Mother’s Day weekend. He also acknowledged the Plant and Bake Sale which was held in the pavilion at the arena this past weekend. Lastly, he wanted to recognize the 1<sup>st</sup> Annual Archery tournament held recently where two of the children attending the Assiginack Archery sessions placed 1<sup>st</sup> and 2<sup>nd</sup>.

Councillor Hooper gave a brief update on the FONOM conference that she recently attended with Councillor Bowerman. At this conference MPAC had explained that they are currently waiting for a provincial review of the assessment process.

Mayor Reid stated that the Dolly Parton Imagination Library is a go at the library, thanks to the many generous donations received. Anyone wanting to sign up their child aged 0-5 should contact the library.

**ADOPTION OF MINUTES:**

**#110-09-2024                      D. Elliott – J. Bowerman**

THAT we approve the minutes of the Special Meeting of Council of May 14, 2024.

**CARRIED**

**#111-09-2024                      J. Bowerman – Elliott**

THAT we approve the minutes of the SPAC Meeting of May 14, 2024.

**CARRIED**

**#112-09-2024                      Elliott - J. Bowerman**

THAT we approve the minutes of the Special Meeting of Council of April 30, 2024.

**CARRIED**

**#113-09-2024                      J. Bowerman - Elliott**

THAT we approve the minutes of the Infrastructure Committee Meeting of April 23, 2024.

**CARRIED**

**DELEGATIONS:**

NONE

**REPORTS:**

**#114-09-2024                      Maguire - Elliott**

THAT we accept the Cemetery Update and thank staff for their report

AND THAT we accept the request for staff to attend the 2025 CIMS Software Conference

**CARRIED**

*F.Bond updated Council on the activities of the Cemetery over the past year including the upcoming installation of the Columbarium's which were ordered in 2023.*

**#115-09-2024                      J. Bowerman - Elliott**

THAT we accept the Public Works Report and thank staff for the report.

**CARRIED**

**#116-09-2024                      Elliott - J. Bowerman**

THAT we accept the PEC Report and thank staff for their report.

**CARRIED**

**#117-09-2024                      J. Bowerman - Elliott**

THAT we accept the Marina Report and thank staff for their report.

**CARRIED**

**ACTION REQUIRED ITEMS:**

**#118-09-2024                      J. Hooper - Maguire**

THAT we authorize the following Accounts for Payment: General \$305,630.26, pursuant to the attached Treasurer's Statement of Accounts.

**CARRIED**

**#119-09-2024**                      **J. Hooper - Maguire**

THAT we authorize the following Accounts for Payment: Payroll \$55,004.55, pursuant to the attached Treasurer's Statement of Accounts.

**CARRIED**

**#120-09-2024**                      **J. Hooper - Elliott**

THAT we award the tender for 115 Arthur Street to: Douglas Hancock for \$125,001.00  
AND THAT we approach him about leasing space for storage for a term of one (1) year.

Recorded Vote:

Councillor Bowerman	Disclosure of Pecuniary Interest
Councillor Elliott	Yea
Councillor Hooper	Yea
Councillor Maguire	Nay
Mayor Reid	Yea

**CARRIED**

**#121-09-2024**                      **J. Hooper - Maguire**

THAT we partner with the Manitoulin Mountain Biking Club for their race events at McLean's Park and ask our PEC to coordinate this with the Manitoulin Mountain Biking Club.

**CARRIED**

**122-09-2024**                      **J. Hooper - Maguire**

THAT we renew our comprehensive insurance package with MIS Municipal Insurance Services/Knox Hutchinson Insurance for an annual renewal of \$75,700, exclusive of taxes.

**CARRIED**

**INFORMATION ITEMS:**

**#123-09-2024**                      **J. Hooper - Maguire**

THAT we acknowledge receipt of the following information items:

- a) CPAC Minutes of March 13, 2024
- b) Manitoulin Centennial Manor Minutes of March 27, 2024
- c) Treasury Board Secretariat – Emergency Management Information
- d) Municipality of Central Manitoulin-Household Hazardous Waste Day

- e) Request for Support-Township of McMurrich/Monteith re: Province to Fully Fund the Municipal Equipment Operators Course in 2024
- f) Request for Support – City of Sault Ste.Marie re: Intimate Partner Violence and Coercive Control.
- g) Request for Support – Township of Alnwick re: Municipal Freedom of Information and Protection of Privacy Act.

**CARRIED**

**#124-09-2024                      Maguire - J. Bowerman**

THAT we support the following Requests for Support:

- e) Request for Support-Township of McMurrich-Monteith re: Province to Fully Fund the Municipal Equipment Operators Course in 2024
- f) Request for Support – City of Sault Ste Marie re: Intimate Partner Violence and Coercive Control.

AND we will bring these resolutions back to our next Regular Meeting of Council.

**CARRIED**

**BY-LAWS:**

NONE

**CLOSED SESSION:**

**#125-09-2024                      J. Hooper - Maguire**

THAT in accordance with By-law 02-02 and Section 239 of the Municipal Act, as amended, Council proceed to a Closed Session at 8:02 p.m. in order to attend to the matters pertaining to:

- a) A proposed or pending acquisition or disposition of land by the municipality.
- b) Advice that is subject to solicitor-client privilege, including communication necessary for that purpose.
- c) Personal matters about an identifiable individual, including municipal employees.

**CARRIED**

**#126-09-2024                      J. Hooper - Maguire**

THAT we adjourn from Closed Session at 9:12 p.m., accept the minutes of the previous closed session, and resume our Regular Meeting.

**CARRIED**

**#127-09-2024**

**J. Bowerman - J. Hooper**

THAT we authorize our solicitor and staff to follow the directions as given in closed session.

Recorded Vote:

Councillor Bowerman YEA

Councillor Elliott YEA

Councillor Hooper YEA

Councillor Maguire YEA

Mayor Reid YEA

**CARRIED**

**ADJOURNMENT:**

**#128-09-2024**

**J. Hooper - Maguire**

THAT we adjourn at 9:14 p.m. until the next regular meeting or call of the Chair.

**CARRIED**

---

Brenda Reid, MAYOR  
TREASURER/DEPUTY CAO

---

Deb MacDonald,

\* These minutes have been circulated but are not considered Official until approved by Council