



# CORPORATION OF THE TOWNSHIP OF TEHKUMMAH

Council Meeting Minutes  
August 28, 2025

**PRESENT:**

Mayor John Deforge  
Councillor Perry Chatwell  
Councillor Lorie Leeson  
Councillor Mike McKenzie  
Acting Clerk / Administrator Barbara Grigg  
Peggy Young-Lovelace Consultant E4M  
Roads Superintendent Andrew Wood  
Fire Chief Jeff Wilson  
Administrative Assistant Dara Mussar  
Assistant Susan Hart

**NOTE:** The meeting was rescheduled from August 12 to August 21 then to August 28, 2025.

1. Call to Order  
Mayor Deforge called the meeting to order at 6:06 P.M.
2. Traditional Land Acknowledgement
3. Recital of the Municipal Mission and Vision Statements
4. Approval of Agenda  
Resolution No.: 2025-161  
Moved by Councillor McKenzie and seconded by Councillor Chatwell  
BE IT RESOLVED THAT section 6 Agenda of Bylaw 2019-011, being the Procedure Bylaw, be hereby suspended and the agenda of the Special Meeting of Tuesday August 12, 2025, be adopted as prepared and circulated by E4m.  

CARRIED
5. Declarations of Disqualifying Interest (Pecuniary)
6. Mayor's Address - None
7. Approval of the Minutes of the Most Recent Meeting(s)
  - a. Special Meetings July 10 and 15, 2025  
Resolution No.: 2025-162  
Moved by Councillor Leeson and seconded by Councillor Chatwell  
BE IT RESOLVED THAT the minutes of the Special Meetings of Thursday July 10 and Tuesday July 15, 2025, be adopted as circulated.  

CARRIED
8. Delegations/Presentations - None
9. Council Direction From the Previous Meeting
  - a. Patrol Yard/Sand Dome Lease – The expired lease document was circulated to Council as previously directed.



## 10. Legislative Matters

- a. Council Working Session (Council will convene to discuss and develop certain municipal policies/programs) – items for this session will be circulated at the meeting
  - i. Procedure Bylaw – Council reviewed the reconsideration section set out in the Procedure Bylaw and provided feedback for amendments.
  - ii. Hiring Policy – Council discussed hiring practices in the municipality and the municipal sector and provided feedback for an updated hiring policy.
  - iii. Levels of Service Bylaw – The purpose of adopting a level of service bylaw was explained and Council discussed current services. Each member was provided with a functional area and a document for them to review current services/service levels for the next meeting.
- b. Consent Agenda (includes items of correspondence not requiring administrative reports/action, committee reports not requiring any action by Council – matters that are for information purposes only).  
(No Items for the Consent Agenda)
- c. Resolution/Bylaws
  - i. Resolution to Set a Special Meeting  
Resolution No.: 2025-163  
Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_  
BE IT RESOLVED THAT a Special Meeting will be held on August 21, 2025, to consider the 2025 municipal budget.  
**Not Tabled.**
- d. Public Hearings: Planning/Zoning Matters (None)
- e. Committee/Local Board Reports (None)

## 11. Administrative Matters

- a. New Business/Reports from Officers/Employees on Various Issues (including reports from departments which require Council approval)
  - i. **Correspondence Related from A. Bowerman re: Community Meeting Summary**  
Resolution No.: 2025-164  
Moved by Councillor McKenzie and seconded by Councillor Chatwell  
BE IT RESOLVED THAT Council receives the correspondence from A. Bowerman summarizing the concerns raised during a public meeting and directs that E4m prepare a response.  

CARRIED
  - ii. **Fire Chief's Report**  
Resolution No.: 2025-165  
Moved by Councillor McKenzie and seconded by Councillor Leeson  
BE IT RESOLVED THAT the Fire Chief's Report be received.  

CARRIED
  - iii. **Road Superintendent's Report - Concession 2 Bridge**  
Resolution No.: 2025-166  
Moved by Councillor Chatwell and seconded by Councillor Leeson



BE IT RESOLVED THAT the Concession 2 Bridge reconstruction be added as a capital item in the 2025 budget and be further considered during budget deliberations.

CARRIED

- b. Financial Update/Statement/Quarterly Variance Report (None)
- c. Update on Capital Projects (None)

12. Leadership Issues

- a. Update to Strategic Plan (None)
- b. Five-Year Financial Plan (including Asset Management Plan) (None)
- c. New Policy (None)
- d. Notice of Motion (None)

13. Closed Session

Resolution No.: 2025-167

Moved by Councillor Chatwell and seconded by Councillor Leeson

BE IT RESOLVED Council for the Corporation of the Townships of Tehkummah does now move into Closed Session at 8:52 P.M. Pursuant to section 239(2) (b) personal matters about an identifiable individual,

d) labour relations or employe negotiations, (f) advice that is subject to solicitor-client privilege, including communications for that purpose, and (k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board. to consider:

- i. HR Matters related to employee performance and employment contracts with municipal employees

CARRIED

Return to Open Session

Resolution No.: 2025-168

Moved by Councillor McKenzie and seconded by Councillor Chatwell

BE IT RESOLVED Council does now return to Open Session at 9:52 P.M. and reports that Council discussed employee contracts and gave directions to E4m.

CARRIED

14. Confirmation of Proceedings

- a. Confirmatory Bylaw 2025-18  
Resolution No.: 2025-169

Moved by Councillor McKenzie and seconded by Councillor Leeson

BE IT RESOLVED THAT By-Law 2025-18 being a bylaw to confirm proceedings of Council at their Meeting of August 12, 2025, be read and adopted.

CARRIED

15. Adjournment – Mayor Deforge adjourned the meeting at 9:54 P.M.

***ORIGINAL SIGNED AND ON FILE IN THE OFFICE***

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

Note: Alternate formats and communication supports are available upon request.