



CORPORATION OF THE TOWNSHIP OF TEHKUMMAH

Regular Council Meeting

MINUTES

December 2, 2025

6:00 P.M.

PRESENT:

Deputy Mayor Steve Wood
Councillor Perry Chatwell
Councillor Lorie Leeson
Councillor Mike McKenzie
Interim Clerk Peggy Young-Lovelace
Office Assistants Dara Mussar and Susan Hart
Fire Chief Jeff Wilson
Roads Super Andrew Wood

1. Call to Order
The meeting opened at 6:04 pm with Deputy Mayor Steve Wood presiding as Chair
2. Traditional Land Acknowledgement
3. Recital of the Municipal Mission and Vision Statements
4. Approval of Agenda
Resolution No.: 2025-214
Moved by Mike McKenzie and seconded by Lorie Leeson
BE IT RESOLVED THAT the agenda of the Regular Meeting of Tuesday December 2, 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. Meeting of October 9, 2025
Resolution No.: 2025-189
Moved by Perry Chatwell and seconded by Lorie Leeson
BE IT RESOLVED THAT the minutes of the Meeting of Tuesday October 9, 2025, be adopted as circulated.

CARRIED

- b. Special Meeting November 24



Resolution No.: 2025-215

Moved by Mike McKenzie and seconded by Perry Chatwell

BE IT RESOLVED THAT the minutes of the Special Meetings of November 24, 2025, be adopted as circulated.

CARRIED

Note: November 13 and 20 meeting minutes were not available for approval at this meeting.

8. Delegations/Presentations - None

9. Council Direction From the Previous Meeting

- a. Patrol Yard/Sand Dome Lease
- b. 2024 Bank Reconciliations
- c. Request to Purchase Property – S. Williamson
- d. Sale of Surplus Public Works

10. Legislative Matters

- a. Council Working Session
 - i. Overtime Policy
 - ii. Office Closure Policy – Holidays etc.
- 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 (None)
- d. Public Hearings: Planning/Zoning Matters (None)
- e. Committee/Local Board Reports
 - i. Library Board Minutes October 14 and November 17, 2025
Resolution No.: 2025-216
Moved by Mike McKenzie and seconded by Perry Chatwell
BE IT RESOLVED THAT the Library Board Minutes for October 14 and November 17, 2025 be hereby received.

CARRIED

11. Administrative Matters

- a. New Business/Reports from Officers/Employees on Various Issues (including reports from departments which require Council approval)
 - i. Christmas Gift to Staff & Fire Department Christmas Party Donation
Resolution No.: 2025-190
Moved by Lorie Leson and seconded by Mike McKenzie
BE IT RESOLVED THAT Council authorizes an employee Christmas Bonus in the amount of \$75 for parttime and \$150 for fulltime employees; and FURTHER THAT \$500 be donated towards the Tehkummah Township Volunteer Fire Department Christmas party.

CARRIED

- ii. Holiday Office Closure



Resolution No.: 2025-191

Moved by Mike McKenzie and seconded by Perry Chatwell

BE IT RESOLVED THAT the municipal office be closed December 25 and 26, 2025 and January 1 and 2, 2026.

CARRIED

iii. Memorial Garden – Use of funds

Resolution No.: 2025-193

Moved by Perry Chatwell and seconded by Lorie Leeson

WHEREAS The perennial garden situated between Township and Seniors' Hall parking lots has been established by volunteers over many years

AND WHEREAS the retaining walls to the garden need replacement on the west side

THEREFORE, BE IT RESOLVED THAT the \$2,005.87 which remains unused in the former recreation committee bank account be spent to cover the purchase, delivery and placement of a line of limestone rock to function as a new retaining wall on the west side of the garden.

Motion to defer moved by Mike McKenzie and seconded by Lorie Leeson

CARRIED

iv. Request for School Bus Turn around signs – 15th Sideroad

Resolution No.: 2025-194

Moved by Perry Chatwell and seconded by Mike McKenzie

BE IT RESOLVED THAT Council authorizes the purchase and installation of two (2) "Bus Turning/Pick-Up Ahead" signs on the 15th Side Road.

CARRIED

v. Request to use Municipal Parking Lot: Christmas Tree Lighting Event

Resolution No.: 2025-217

Moved by Lorie Leeson and seconded by Mike McKenzie

BE IT RESOLVED THAT Council authorizes the use of the municipal parking lot on Saturday December 13, 2025, for the Christmas Tree Lighting Event.

CARRIED

vi. Tehkummah Triangle Seniors Club: Request for Payment of Costs for Paper Towel Dispensers

Resolution No.: 2025-218

Moved by Perry Chatwell and seconded by Mike McKenzie

BE IT RESOLVED THAT Council authorizes the payment of \$209.37 to the Tehkummah Triangle Seniors Club to reimburse them for the purchase/installation of paper towel dispensers.

CARRIED

vii. Calling of Special Meetings in December



Resolution No.: 2025-219

Moved by Lorie Leeson and seconded by Perry Chatwell

BE IT RESOLVED THAT Council does hereby set the following Special Meeting dates at 6:00 p.m. and directs the Interim Clerk to prepare and post the agenda for each meeting forty-eight (48) hours before the meeting:

- December 8, 2025
- December 15, 2025
- December 18, 2025

CARRIED

- a. Financial Update/Statement/Quarterly Variance Report (None)
- b. 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.: 2025-220

Moved by Mike McKenzie and seconded by Lorie Leeson

BE IT RESOLVED THAT Council for the Corporation of the Township of Tehkummah does hereby move into Closed session at 7:06 p.m. in accordance with section 239(2)(b), (d), (e) and (f) of the *Municipal Act, 2001*, and Section 3.3 of the Township's *Procedure By-law 2019-011*, for the following purposes:

- Acting Clerk Administrator (personal matters about an identifiable individual – s. 239(2)(b), receiving of advice subject to solicitor/client privilege – s. 239(2)(f))
- Dealing with the failure of the Mayor to carry out direction of Council related to Bylaw 2025-27 being a bylaw to establish bank signing authority (personal matters about an identifiable individual – s. 239(2)(b), receiving of advice subject to solicitor/client privilege – s. 239(2)(f))
- A workplace complaint against the Mayor and Workplace complaints against the Mayor ((personal matters about an identifiable individual – s. 239(2)(b), labour relations or employee negotiations – s. 239(2)(d); litigation or potential litigation – s. 239(2)(e); and receiving of advice subject to solicitor/client privilege – s. 239(2)(f)).

CARRIED

Resolution No.: 2025-221

Moved by Perry Chatwell and seconded by Lorie Leeson

BE IT RESOLVED THAT Council for the Corporation of the Township of Tehkummah does hereby move back into open session at 8:09 p.m. and reports that matters relating to the Acting Clerk Administrator and the actions of the Mayor were considered and direction was given to E4m.



CARRIED

14. Confirmation of Proceedings

a. Confirmatory Bylaw 2025-24

Resolution No.: 2025-223

Moved by Mike McKenzie and seconded by Perry Chatwell

BE IT RESOLVED THAT By-Law 2025-24 being a bylaw to confirm proceedings of Council at their Meetings of November 24 and December 2, 2025, be read and adopted.

CARRIED

15. Adjournment

The meeting adjourned at 8:11 pm.

ORIGINAL SIGNED AND ON FILE IN THE OFFICE

CHAIR: Deputy Mayor Steve Wood

Interim Clerk Peggy Young-Lovelace

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