

REGULAR MINUTES
TOWNSHIP OF MACDONALD, MEREDITH & ABERDEEN ADDITIONAL
TUESDAY JULY 18, 2023
7:00 P.M. –Council Chambers

Land Acknowledgement: We acknowledge, with respect, that we are in Robinson-Huron Treaty territory, that the land on which we are gathered is the traditional territory of the Anishinaabe and known as Bawating. Bawating is the home of Garden River First Nation, Batchewana First Nation, and the Historic Metis Council.

Mayor: Lynn Watson

Council: Shelly Bailey, Parker Brockelbank, Derek Hansen, Adam Chevis

Staff: Lacey Kastikainen, Catie Stevens, Cody Jarrell, Trisha Daynard

Delegations: Anthony Rossi & Riki Olszewski

1. Call Meeting to Order

#23-253

Moved by: Parker Brockelbank

Seconded by: Derek Hansen

“RESOLVED that we open our Regular Council Meeting at 7:00 p.m.”

CD.

2. Declaration of Pecuniary Interest

3. Adoption of Agenda

#23-254

Moved by: Derek Hansen

Seconded by: Shelly Bailey

“RESOLVED that we adopt the agenda as presented.”

CD.

4. Adoption of Minutes of Previous Meeting

#23-255

Moved by: Derek Hansen

Seconded by: Parker Brockelbank

“RESOLVED that the Minutes of Council held on July 4, 2023, be accepted as presented.”

CD.

5. Delegations/Public Presentation

7:00 p.m. Rossi Suraci Chartered Professional Accountants LLP – 2022 Audit

- Anthony Rossi & Riki Olszewski went over the 2022 draft financial statements. The municipality is in a good financial position with good overall controls in place.

#23-256

Moved By: Shelly Bailey

Seconded by: Adam Chevis

“RESOLVED that we accept the 2022 Financial Statement (Draft) from Rossi Suraci Chartered Professional Accountants, as presented.”

CD.

6. Staff & Committee Reports

a) Road Supervisor

- Equipment Maintenance –Chain-link on right hand track of bulldozer is still broken – looking to find someone to fix it as well as the electrical issues.
- Roadside Grass cutting – First round complete July 11, 2023. Looking at second round in August depending on summer growth.
- Landfill – And-Son began the clearing project, burn barrel is back up and running and And-Son has agreed to chip clean excess brush if we can’t keep up with the burn barrel.
- Echo Lake Road Dust Control – More calcium and grading applied after July 11th rain. Road Super will continue to monitor.
- Echo Lake Road Stabilization Project – waiting to schedule the electro fishing prior to the commencement of the work on this project.
- Driveway Installations – been working on culvert/entrance permit request – have completed approximately 20 this season so far.

b) Leisure Services Coordinator

- Hurley Park
 - All playground equipment has been delivered and is still waiting for installation date.
- Summer Camps - Camps are going well so far.
- Echo Bay Extravaganza – Scheduled for July 23 from 1pm-5pm
- Newsletters – Discussion regarding what type of advertising we put in our newsletters – we will stick with recreational programming.
- Movie – August 1st we will be playing Super Mario Movie at the Sportsplex – Free for All
- Museum/Lending Library – Reading program is going fantastic so far with 18 kids at the first day and 11 kids at this weeks. Our summer student is doing great with this program and on Wednesday August 9th we will have an Ice Cream Social at the Museum.
- Community Halls – In the process of having plumbing repairs completed at the Echo Bay Hall. Algoma Public Health did inspections and we had a few minor areas to correct. APH would also like to attend to observe and make sure we are complying when cooking for the public at our next Senior's Luncheon.
- Carpet Bed/Echo Bay Sign – The carpet bed has unfortunately been falling apart and has created a safety hazard. We will remove the letters and preserve what we can and look at replacing/rebuilding in the future.

c) Fire Chief

- Emergency Calls – No Calls to report
- Fire Hall Maintenance – Two man-doors left to be changed – Scheduled for August.
- Equipment Maintenance – Annual ladder inspection complete and in good order
- Training - Fire Department has started their summer holidays which will continue for the next three Monday nights.
- Personnel - Nothing new to report
- New Business -

#23-258

Moved by: Shelly Bailey

Seconded by: Adam Chevis

“RESOLVED that we accept the reports from the Road Super, Leisure Services Coordinator and the Fire Chief as presented.”

CD.

d) Treasurer's Report

e) Cemetery Board

f) Planning Board

- Official Plan Update - JL Richards has been hired by the planning board to assist with the Official Plan, with a potential completion date of May 2024.

g) Police Services Board

h) Algoma District Services Administration Board

i) Algoma District Municipal Association

j) Landfill/Recycling

- And-Son Contracting Clearing Project – Update – clearing project has begun.

k) Sewer and Water

7. By-Laws

8. Unfinished Business

9. New Business

- a) Volunteer Appreciation Dinner – Discussion – talked about different types of employee appreciation events we could entertain. Looked at possibly moving it to a less busy time of year such as February. We will revisit this discussion at a future meeting.
- b) OTF Grant Extension – October 31, 2023 – Hurley Park Playground – due to late install we were granted an extension for this project.
- c) Committee of Adjustments Meeting Scheduled– July 25th – 6:30pm Application A2023-1
- d) Emergency Management and Civil Protection Act – Letter of Compliance – We have successfully met all 13 program elements required under the EMCPA 2023.
- e) #23-259

Moved by: Derek Hansen

Seconded by: Parker Brockelbank

“RESOLVED that we register the Treasurer/Deputy Clerk for the AMCTO Municipal Finance and Accounting Course Unit 2 – September – December 2023. Registration Fee \$425.00 + HST”

CD.

f) #23-260

Moved by: Shelly Bailey

Seconded by: Adam Chevis

“RESOLVED that we register the Administrative & Treasury Assistant for the AMCTO Municipal Administration Program Unit 2 – September – December 2023. Registration Fee \$425.00 + HST”
CD.

g) #23-261

Moved by: Parker Brockelbank

Seconded by: Derek Hansen

“RESOLVED that we register the Clerk Administrator for the Ontario Association of Committees of Adjustments & Consent Authorities (OACA) Primer on Planning Course – September – December 2023. Registration Fee \$425.00 + HST”

CD.

h) Municipal Garbage Pickup – Vacation Coverage: July 29th – September 9th – Clerk to organize municipal staff to pick up our municipal garbage during this time period.

i) Building Permits

#23-262

Moved by: Adam Chevis

Seconded by: Shelly Bailey

“RESOLVED that we acknowledge the Chief Building Official Approved Building Permits to Thomas O’Morrow to re-shingle a garage roof, Brian Rollie to build a garage, Karen Tomljanovich to demolish a cottage, and Kim Bolton to build a fence and re-shingle a dwelling.”

CD.

10. Presenting, Referring or Passing of Account

#23-257

Moved by: Parker Brockelbank

Seconded by: Shelly Bailey

“RESOLVED that we authorize the Treasurer to pay bills for the Month of June 2023:

Invoiced: \$545,853.32

Payroll: \$69,846.38

Total: \$615,699.30.”

CD.

11. Closed Session-Permissive

#23-263

Moved by: Derek Hansen

Seconded by: Parker Brockelbank

“RESOLVED that this Council proceed into Closed Session at 8:17 p.m. to consider the following subject matter in accordance with the Municipal Act Section 239(2):

b) personal matters about an identifiable individual, including municipal or local board employees:”

CD.

- Discussed the Road Superintendent Position
- Discussed our Human Resources Policy and Procedures and pay equity.
- Discussed by-law enforcement.
- Reviewed quotes obtained for property H695 Lot 1 – For air conditioner recommendation as per motion #23-235.

#23-264

Moved by: Shelly Bailey

Seconded by: Adam Chevis

“RESOLVED that we come out of Closed session at 9:26 p.m. and continue our Regular Council Meeting.”

CD.

#23-265

Moved by: Shelly Bailey

Seconded by: Adam Chevis

“RESOLVED that we authorize the Clerk Administrator to obtain a quote for a full pay equity review of all positions and update to our Human Resources Policy Procedure and Manual.”

CD.

#23-266

Moved by: Adam Chevis

Seconded by: Shelly Bailey

“RESOLVED that we participate in the Regional By-law Enforcement initiative proposed and hosted by Plummer Township to enforce our municipal by-laws.”

CD.

#23-267

Moved by: Derek Hansen

Seconded by: Parker Brockelbank

“RESOLVED that we authorize the reimbursement to the owners of the property described as H697 RCP Lot 1 also known as Roll #57-51-010-000-14201-0000 for the installation, by Reliance Home Comfort, of a Trane 2-5 zone ductless split with three zones as per attached Purchase Quote Order No. OR-666018-W1P8. The reimbursement will include the full cost of the installation and home energy audit and will be net of any eligible rebate to the owner as a result of said audit.”

CD.

12. Correspondence

- a) Elgin County – RE: Letter of Support Amending the current regulations for license home-based childcare operators to increase allowable spaces.
- Received as information.

13. Mayor & Councillors Comments

14. Passing of Confirmatory By-law

#23-268

Moved by: Parker Brockelbank

Seconded by: Derek Hansen

“RESOLVED that we pass By-law #23-2193 being a by-law to confirm the proceedings of the meeting of Council held on July 18, 2023.”

CD.

15. Adjournment

#23-269

Moved by: Adam Chevis

Seconded by: Shelly Bailey

“RESOLVED that this Council shall now adjourn to August 22, 2023, at 7:00 p.m. or until the call of the chair.”

CD.

THAT we accept the minutes this 22nd day of August 2023.

MAYOR

CLERK ADMINISTRATOR