

REGULAR MINUTES
TOWNSHIP OF MACDONALD, MEREDITH & ABERDEEN ADDITIONAL
TUESDAY SEPTEMBER 5, 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

1. Call Meeting to Order

#23-293

Moved by: Derek Hansen

Seconded by: Parker Brockelbank

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

CD.

2. Declaration of Pecuniary Interest

3. Adoption of Agenda

#23-294

Moved by: Shelly Bailey

Seconded by: Derek Hansen

“RESOLVED that we adopt the agenda as presented.”

CD.

4. Adoption of Minutes of Previous Meeting

#23-295

Moved by: Parker Brockelbank

Seconded by: Derek Hansen

“RESOLVED that the Minutes of Council held on August 22, 2023, be accepted as presented.”

CD.

5. Delegations/Public Presentation

6. Staff & Committee Reports

a) Road Supervisor

- Equipment Maintenance – bulldozer is still down, patch job is being worked on and hopefully have it back by the end of this week.
- Landfill – And-Son continuing still continuing, and should be completed by end of week. Lajoie Bros. to haul non-hazardous contaminated soil is put on hold for 2-3 weeks. If dozer is not repaired by end of week Acting Road Super to look into rental to complete a push.

#23-296

Moved by: Shelly Bailey

Seconded by: Adam Chevis

“RESOLVED that we authorize the Clerk Administrator to tender the landfill ditching project.”

CD.

- Echo Lake Road Stabilization Project – project is nearing completion with the remaining work to include changing a culvert at Dunnings, and stone placement at the inlet of 5 culverts that were changed last year. Should be completed by end of week.
- Washout Repairs – heavy rains last week caused a few minor driveway washouts, with one that was not passable. Repairs and maintenance were completed accordingly.
- Arena Tile Drainage – tile drainage was installed on the east side of the arena to help prevent frost issues and lifting of the concrete floor.
- Winter Sand Tender

#23-297

Moved by: Adam Chevis

Seconded by: Shelly Bailey

“RESOLVED that this council does not accept any of the two bids received in the Winter Sand 2023 tender that closed on September 5, 2023, as both bids were disqualified due to irregularities that required automatic rejection.”

CD.

#23-298

Moved by: Derek Hansen

Seconded by: Parker Brockelbank

“RESOLVED that this council authorizes the Clerk Administrator and Acting Road Superintendent to re-tender for 1000 tonnes of winter sand to close September 18, 2023 at 10:00 a.m.”

CD.

-Clerk to have new drainage superintendent look at drainage at the west side of Church Street as preventative maintenance may be beneficial.

b) Leisure Services Coordinator

- Hurley Park – Installation schedule to take place week of September 11th.
- Summer Students – All are completed for the year and did a great job.
- Community Halls –The Plumbers are continuing repairs at the Echo Bay Hall. The sign for Sylvan Valley Hall is in and will be installed. The exterior of Echo Bay Hall was cleaned.
- PRO – Parks and Recreation Ontario

#23-299

Moved by: Adam Chevis

Seconded by: Shelly Bailey

“RESOLVED that we authorize the Leisure Services Coordinator to attend the Parks and Recreation Ontario, Northern Ontario Regional Workshop in Sudbury on October 4, 2023, registration fee \$40.00 + HST.”

CD.

- Operation Actively Aging – Golf scheduled for September 6th – have almost 50 registered.
- Next regular Council meeting we will go over the sportsplex schedule for free skates/shinny and events for the season.

c) Fire Chief

- Emergency Calls – No calls to report
- Fire Hall Maintenance – All in working order
- Equipment Maintenance – Annual ladder inspection completed and passed. New AED ordered
- Training – Fire behaviour and firefighter survival will be focus for September & October.
- Personnel - Nothing new to report
- New Business – None

#23-300

Moved by: Parker Brockelbank

Seconded by: Derek Hansen

“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

- Review quotes to re-shingle Maple Leaf Cemetery Vault Roof.

#23-301

Moved by: Parker Brockelbank

Seconded by: Derek Hansen

“RESOLVED that we accept the quote from KC Roofing to re-shingle the Maple Leaf Cemetery vault for \$1,778.00 + HST.”

CD.

f) Planning Board

g) Police Services Board

- S. 10 Police Service Act Agreement – Expiry December 31, 2023

#23-302

Moved by: Adam Chevis

Seconded by: Shelly Bailey

“RESOVLED that we authorize the Mayor and Clerk to amend our current Section 10 agreement with His Majesty the King in Right of Ontario as represented by the Minister of Solicitor General (O.P.P. Agreement) by extending the contract for a 2-year period. This agreement shall conclude on the expiry date or the date the Community Safety and Policing Act (CSPA) comes into effect.”

CD.

h) Algoma District Services Administration Board

- August 23, 2023 Meeting Update – Mayor Watson was in attendance – no new updates

i) Algoma District Municipal Association

- Still trying to have an in-person meeting in Wawa -date to be determined.

- j) Landfill/Recycling
 - Electronic Products Recycling Association – Now accepting lightbulbs – promotional material and drums for disposal on its way.
 - Lajoie Brothers: Letter of request to dispose of Non-Hazardous Contaminated Soil -see above
 - And-Son Contracting Clearing Project – Update – see above
 - Perimeter Ditching Project – see above
- k) Sewer and Water
 - Next OCWA Quarterly - September 27th at 10:30a.m.
 - Water Tower Inspection & Recommendation Report – Clerk to have follow up meeting with Kevin Spec from OCWA and representative from Landmark to get clarification on report recommendations.

7. By-Laws

8. Unfinished Business

- a) Appreciation Dinner – Discussion – Council requested that we ask our LSC to present ideas at a future meeting.

9. New Business

- a) Clerk’s Forum – Thursday October 12, 2023 – 8:30a.m. – 3:40 p.m. - \$349.00 + HST
#23-303
Moved by: Derek Hansen
Seconded by: Parker Brockelbank
“RESOVLED that we authorize the Clerk Administrator to participate in the virtual Clerk’s Forum on October 12, 2023, registration fee \$349.00 + HST.”
CD.
- b) Emergency Management Fall Sector Meeting – September 28, 2023
#23-304
Moved by: Adam Chevis
Seconded by: Shelly Bailey
“RESOLVED that we authorize the CEMC & Alternate CEMC to attend the Fall Sector Meeting in Sault Ste. Marie on September 28, 2023.”
CD.
- c) Emergency Management Ontario – Note Taking Course – September 28 8:30-12:30 Algoma Public Health
#23-305
Moved by: Parker Brockelbank
Seconded by: Derek Hansen
“RESOLVED that we authorize the CEMC & Alternate CEMC to attend the Note Taking Course hosted by Emergency Management Ontario in Sault Ste. Marie on September 28, 2023, no registration fee.”
CD.
- d) Basic Emergency Management (BEM) Course – October 3rd -4th from 8:30-4:30 in Sault Ste. Marie.
#23-306
Moved by: Shelly Bailey
Seconded by: Adam Chevis
“RESOLVED that we authorize the Finance & Administration Chief and Plans Chief to attend the Basic Emergency Management (BEM) Course in Sault Ste. Marie on October 3-4, 2023, no registration fee.”
CD.
- e) Incident Management System (IMS) 200 Course – October 5-6 - 8:30-4:30 in Sault Ste. Marie.
#23-307
Moved by: Derek Hansen
Seconded by: Parker Brockelbank
“RESOLVED that we authorize the Community Emergency Management Coordinator (CEMC) to attend the Incident Management System (IMS) 200 Course in Sault Ste. Marie on October 5-6, 2023, no registration fee.”
CD.

- f) Community Emergency Management Coordinator (CEMC) Course – October 25th -26th from 8:30-4:30 in Sault Ste Marie.
#23-308
Moved by: Adam Chevis
Seconded by: Shelly Bailey
“RESOLVED that we authorize the CEMC to attend the Community Emergency Management Coordinator (CEMC) Course in Sault Ste. Marie on October 25th -26th, 2023 from 8:30-4:30, no registration fee.”

CD.

- g) Ironside Consulting – Quote for Pay Equity Review & Update Human Resource Policy and Procedure Manual
#23-309
Moved by: Parker Brockelbank
Seconded by: Derek Hansen
“RESOLVED that we accept the quote from Ironside Consulting Services Inc. to update our Human Resource Policy and Procedure Manual and update our pay equity maintenance plan, for a total of \$7,000.00.”

CD.

- h) AODA Compliance Update – Desk audit has been completed and they will not be requesting any further information at this time.
i) Strategic Plan – Kick-off meeting for staff with J.L. Richards – September 6th
j) KM Smart Associates – Drainage Superintendent Update – By-law appointing KM Smart Associates as our municipal drainage superintendent has been sent off to OMAFRA.
k) Building Permits
#23-310
Moved by: Shelly Bailey
Seconded by: Adam Chevis
“RESOLVED that we acknowledge the Chief Building Official approved building permits to Aaron Gordon for an addition, David Healey for a garage, Janice Cronin to replace shingles, Don Scott to re-shingle cottage, Randy Gaetano to re-shingle cottage, William & Melissa Farrell to renovate basement and Wes Penno to build a fence.”

CD.

10. Presenting, Referring or Passing of Account

11. Closed Session-Permissive

- #23-311
Moved by: Derek Hansen
Seconded by: Parker Brockelbank
“RESOLVED that this Council proceed into Closed Session at 8:00 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:
d) labour relations or employee negotiations.”

CD.

- Discussed Road Superintendent Position/Grader Operator Position & Labourer/Operator Position
- Discussed Human Resource Policy & Procedures & Pay Equity
- Discussed personnel issue

- #23-313
Moved by: Adam Chevis
Seconded by: Shelly Bailey
“RESOLVED that we come out of Closed session at 8:55 p.m. and continue our Regular Council Meeting.”

CD.

- #23-314
Moved by: Parker Brockelbank
Seconded by: Derek Hansen
“RESOLVED that after review of the current salary scale of the Road Superintendent position we amend the 5-step pay scale to a range of \$37.69-\$42.31 to take effect September 18, 2023.”

CD.

#23-315

Moved by: Shelly Bailey

Seconded by: Adam Chevis

“RESOLVED that we appoint Cody Jarrell as full-time Road Superintendent commencing Monday September 18, 2023.”

CD.

#23-316

Moved by: Derek Hansen

Seconded by: Parker Brockelbank

“RESOLVED that we appoint Mike Hunter as Grader/Equipment Operator beginning Monday September 18, 2023.”

CD.

#23-317

Moved by: Adam Chevis

Seconded by: Shelly Bailey

“RESOVLED that we authorize the Clerk Administrator to post for a full-time Equipment Operator/Labourer to commence on November 27, 2023.”

CD.

12. Correspondence

- a) Ministry of Municipal Affairs and Housing – Building Faster Fund – Received as information.
- b) Municipal Property Assessment Corporation (MPAC) – Valuation Date Update – MPAC will continue to use the 2016 valuation date for the 2024 taxation year.
- c) Municipal Finance Officers Association of Ontario – AMP It Up 3.0 – Administrative staff to investigate funding opportunities available through the AMP it up 3.0 program.

13. Mayor & Councillors Comments

14. Passing of Confirmatory By-law

#23-318

Moved by: Parker Brockelbank

Seconded by: Derek Hansen

“RESOLVED that we pass By-law #23-2196 being a by-law to confirm the proceedings of the meeting of Council held on September 5, 2023.”

CD.

15. Adjournment

#23-319

Moved by: Shelly Bailey

Seconded by: Adam Chevis

“RESOLVED that this Council shall now adjourn to September 19, 2023, at 7:00 p.m. or until the call of the chair.”

CD.

THAT we accept the minutes this 19th day of September 2023.

MAYOR

CLERK ADMINISTRATOR