

REGULAR MINUTES
TOWNSHIP OF MACDONALD, MEREDITH & ABERDEEN ADDITIONAL
TUESDAY DECEMBER 12, 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: Parker Brockelbank, Derek Hansen, Adam Chevis, Shelly Bailey

Staff: Lacey Kastikainen, Catie Stevens, Cody Jarrell, Trisha Daynard, Matt Jarrell, Duncan Brodie, Cindy Findlay, Joe Ceglie.

1. Call Meeting to Order

#23-412

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

#23-413

Moved by: Shelly Bailey

Seconded by: Adam Chevis

“RESOLVED that we adopt the agenda as presented/amended.”

CD.

4. Adoption of Minutes of Previous Meeting

#23-414

Moved by: Parker Brockelbank

Seconded by: Derek Hansen

“RESOLVED that the Minutes of Council held on November 21, 2023, and Special Minutes of Council held on December 5, 2023, be accepted as presented.”

CD.

5. Delegations/Public Presentation

6. Staff & Committee Reports

a) Road Supervisor

- Equipment Maintenance – wing installed on the grader and ready to go. 21-6 went to TMS to reset the auto greasing system.
- Landfill Ditching – Road Super walked the landfill perimeter ditch, and it appears to be approximately 75% complete. Phillips Haulage has removed their equipment for the year due to weather conditions and will be back in the spring for completion.
- Winter Works – Cottage Road winter maintenance has been going well. 4 calls so far this year. Road Super pleased with the response and level of service from the contractor.
- Underground Fuel Storage Tanks – As per PSAB reporting standards the municipality will need to report our asset Retirement Obligations as of December 31, 2023. We had Lajoie Brothers provide a quote to remove the underground fuel storage tank at the municipal garage. The results show that we will need to report an \$8,995.00 liability for the 2023-year end. Council will discuss acting on this removal in the 2024 budget.
- Huron Central Railway – Maintenance took place on December 6th. The township provided signage and cold patching. HC Railway will replace the pavement in the spring.
- Tree Removal on Cloudy Lake – Large tree on Cloudy Lake hill was removed Nov 26th.
- Tulloch Engineering – Echo River Bank Stabilization Audit Survey of River Bank – Council received an Audit Survey report from Tulloch engineering regarding the Echo River Bank stabilization audit. Their findings show that Phillips Haulage used 478m³ less than the tender quantity of rock protection on the riverbanks. This reduction lowered the cost of work completed by \$45,360.00. The rock was not placed as per Tulloch’s design guidelines, but Tulloch’s believe it is probably OK and the bank has been acceptably stabilized to meet the original design FOS criteria.

b) Leisure Services Coordinator

- Sportsplex – Open for the season on December 11th. Sparks skate sharpening machine has arrived and we will sell the old skate sharpening machine.

#23-416

Moved by: Adam Chevis

Seconded by: Shelly Bailey

“RESOLVED that we list the old skate sharpening machine for sale with a minimum bid of \$500.00.”
CD.

- Parade of Lights – Parade was Saturday December 9th with a good turnout. The weather turned around just in time for the parade to take place.
- Christmas Market – Held on December 10th at the Echo Bay Hall.
- Summer Student Grants

#23-417

Moved by: Derek Hansen

Seconded by: Parker Brockelbank

“RESOLVED that we authorize the Leisure Services Coordinator to apply for 6 Summer Students for 2024. 1 Museum/Lending Library Assistant, 2 Recreational Activities Assistants, 1 Park & Recreation Assistant, 1 Recreational Activities Counsellor, and 1 Office Administration Assistant.”

CD.

c) Fire Chief

- Emergency Calls – No calls since last report
- Fire Hall Maintenance – Doors still outstanding waiting on materials.
- Equipment Maintenance – all equipment in working order
- Training – December will focus on catch up training on topics not covered during the year.
- Personnel – Nothing new to report.
- New Business – SCBA upgrades – purchased 18 new 4500 PSI composite cylinders with a total cost savings of approximately \$10,000.00.

#23-418

Moved by: Shelly Bailey

Seconded by: Adam Chevis

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

CD.

d) Treasurer’s Report

e) Cemetery Board

- November 27th Meeting – Report –Discussed user fees and will re-visit these fees annually. Also discussed columbarium’s, future expansion, and to review our Cemetery By-law.
- Recommended User Fee Increases for 2024

#23-419

Moved by: Adam Chevis

Seconded by: Shelly Bailey

“RESOLVED that we accept motion CD23-07 from the Cemetery Board and approve fee Schedule “T” – Cemeteries to By-law #23-2176 Fees for Services or Use of Property as presented, to take effect January 1, 2024.”

CD.

f) Planning Board

- December 6th Meeting – Report - The Agricultural Advisory Committee met on December 6th. The agricultural advisory committee was presented with the initial Land Evaluation results from an extensive GIS study using OMAFRA approved methodology. We should have more information for Council after the January 24, 2024 planning board meeting.

g) Police Services Board

- November 27th Meeting – Report – Staff Sgt. Graham was not able to attend. The board continued discussions regarding the provincial appointee order in council, the 2023 budget to date, and the 2024 estimated policing costs. We also discussed the Echo Bay car wash and the need to have this road closed due to safety concerns when the water comes up over the road. The Board was successful in their application to the Victim Services Grant, which will provide education to officers and upgrades to their victim interview room at the Sault OPP Police Detachment.

h) Algoma District Services Administration Board

- Minutes from October 26, 2023

#23-420

Moved by: Derek Hansen

Seconded by: Parker Brockelbank

“RESOLVED that we accept the Algoma District Services Administration Board meeting minutes from October 26, 2023, as presented.”

CD.

- November 23rd Meeting – Report – Mayor Watson was unable to attend this meeting as he had another meeting the same date.

- i) Algoma District Municipal Association
- j) Landfill/Recycling – Included in Roads Report above.
- k) Sewer and Water

7. By-Laws

#23-2203 Emergency Management Program & Emergency Response Plan

#23-421

Moved by: Shelly Bailey

Seconded by: Adam Chevis

“RESOLVED that we authorize the Clerk to draft By-law #23-2203 being a by-law to establish an Emergency Management Program and Emergency Response Plan.”

CD.

#23-422

Moved by: Parker Brockelbank

Seconded by: Derek Hansen

“RESOLVED that we give By-law #23-2203 its first and second reading.”

CD.

#23-423

Moved by: Adam Chevis

Seconded by: Shelly Bailey

“RESOLVED that we give By-law #23-2203 its third and final reading.”

CD.

8. Unfinished Business

9. New Business

- a) Rural Municipal Drainage Course – April 4, 2024 - Sudbury, ON.

#23-424

Moved by: Derek Hansen

Seconded by: Parker Brockelbank

“RESOLVED that we authorize the Clerk Administrator & Road Superintendent to attend the Rural Municipal Drainage Course on April 4, 2024, in Sudbury, registration fee \$180.80 per person.”

CD.

- b) Calculating Drainage Act Assessments Course – April 5, 2024 – Sudbury, ON.

#23-425

Moved by: Shelly Bailey

Seconded by: Adam Chevis

“RESOLVED that we authorize the Clerk Administrator & Road Superintendent to attend the Calculating Drainage Act Assessments Course on April 5, 2024, in Sudbury, registration fee \$180.80 per person.”

CD.

- c) 2024 ROMA Conference – January 21-23, 2024 – Toronto, ON.

#23-426

Moved by: Parker Brockelbank

Seconded by: Derek Hansen

“RESOLVED that we authorize Mayor Watson to attend the ROMA Conference in Toronto, ON. From January 21-23, 2024, registration fee \$730.00.”

CD.

- d) 2024 FONOM Conference – May 6-8, 2024 Sudbury, ON.

#23-427

Moved by: Adam Chevis

Seconded by: Shelly Bailey

“RESOLVED that we authorize Councillor Bailey, Councillor Brockelbank and Mayor Watson to attend the FONOM Conference in Sudbury from May 6-8, 2024, registration fee \$400.00 + HST per person.”

CD.

- e) Defazio Subdivision – Block -B

Moved by: Derek Hansen

Seconded by: Parker Brockelbank

“RESOLVED that we authorize the Mayor and Clerk Administrator to sign all pertinent documents for the transfer of the Defazio Subdivision – Block B to the Municipality. This property is legally known as *PCL 8878 SEC AWS; BLK B PL M364.*”

CD.

f) Mileage Rates

#23-429

Moved by: Adam Chevis

Seconded by: Shelly Bailey

“RESOLVED that we authorize the Treasurer to reimburse mileage at the Canada Revenue Agency mileage reimbursement rate that is set each year, beginning January 1, 2024.”

CD.

g) Staff Christmas Bonus

#23-430

Moved by: Parker Brockelbank

Seconded by: Derek Hansen

“RESOLVED that we give full-time staff a \$200.00 Christmas Bonus for 2023.”

CD.

h) Adopt 2023 Emergency Management Plan

#23-431

Moved by: Shelly Bailey

Seconded by: Adam Chevis

“RESOLVED that we adopt the Emergency Management Plan as reviewed and updated by the CEMC December 1, 2023.”

CD.

i) Proposed workplan from Kresin Engineering – RE: Municipal Sewage Collection System CLI ECA Schedule E Documents

#23-432

Moved by: Derek Hansen

Seconded by: Parker Brockelbank

“RESOLVED that we accept the proposed work plan from Kresin Engineering to prepare an Operation and Maintenance Manual (O&M) for the Township’s Municipal Sewage Collection System as well as the initial Significant Drinking Water Threat Assessment Report for the Proposed Alterations (SDWTA) to the system. These documents are necessary to satisfy the requirements of the Consolidated Linear Infrastructure (CLI) Environmental Compliance Approvals (ECA) Number 278-W601 for the system, for an estimated cost of \$5,200.00 + HST.”

CD.

j) EV ChargeON Program – Council does not have plans to apply for EV Charging stations at this time.

k) 2024 Municipal Levy Notice – Algoma Public Health – The 2024 Municipal Levy is set at \$64,855.00 this is an increase of \$3,671.00 over 2023.

10. Presenting, Referring or Passing of Account

#23-415

Moved by: Parker Brockelbank

Seconded by: Derek Hansen

“RESOLVED that we authorize the Treasurer to pay bills for the month of November 2023:

Invoices: \$274,767.49

Payroll: \$58,524.98

Total: \$333,292.47”

CD.

11. Closed Session-Permissive

#23-434

Moved by: Parker Brockelbank

Seconded by: Derek Hansen

“RESOLVED that this Council proceed into Closed Session at 7:50 p.m. to consider the following subject matter in accordance with the Municipal Act Section 239(2):

d) labour relations or employee negotiations;”

CD.

-Discussed staff wage increases for 2024

#23-435

Moved by: Shelly Bailey

Seconded by: Adam Chevis

“RESOLVED that we come out of Closed session at 8:17 p.m. and continue our Regular Council Meeting.”

CD.

12. Correspondence

- a) Algoma Public Health Meeting Minutes – September 27, 2023
#23-433
Moved by: Derek Hansen
Seconded by: Parker Brockelbank
“RESOLVED that we accept the Algoma Public Health Meeting minutes from the September 27, 2023, meeting as presented.”

CD.
- b) Central Algoma Freshwater Coalition – The Freshwater Connection – Received as information.
- c) PlayPower Canada – RE: Delayed installation at Hurley Park – Received as information.

13. Mayor & Councillors Comments

- Staff and council exchanged Christmas gifts all of which will be donated to Christmas Cheer.

14. Passing of Confirmatory By-law

#23-436
Moved by: Adam Chevis
Seconded by: Shelly Bailey
“RESOLVED that we pass By-law #23-2204 being a by-law to confirm the proceedings of the meeting of Council held on December 12, 2023.”

CD.

15. Adjournment

#23-437
Moved by: Parker Brockelbank
Seconded by: Derek Hansen
“RESOLVED that this Council shall now adjourn to January 9, 2024, at 7:00 p.m. or until the call of the chair.”

CD.

THAT we accept the minutes this 9th day of January 2023.

MAYOR

CLERK ADMINISTRATOR